

# Individual Decisions

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The attached reports will be taken as  
Individual Portfolio Member Decisions on:

**16<sup>th</sup> October 2008**

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| <b>Ref:</b> | <b>Title</b>   | <b>Portfolio Member</b>    | <b>Page No.</b> |
|-------------|--|----------------------------|-----------------|
| ID1561      | Executive Forward Plan –<br>November 2008 – February 2009  | Councillor<br>Graham Jones | 3 - 12          |
| ID1687      | Highway Winter Service and<br>Adverse Weather Plan 2008/09 | Councillor Emma<br>Webster | 13 - 24         |



## Individual Decision

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|                                    |   |            |                                     |
|------------------------------------|---|------------|-------------------------------------|
| <b>Title of Report:</b>            | <b>West Berkshire Council Forward Plan – November 2008 to February 2009</b> |            |                                     |
| <b>Report to be considered by:</b> | <b>Leader of Council</b>  | <b>on:</b> | <b>16<sup>th</sup> October 2008</b> |
| <b>Forward Plan Ref:</b>           | ID1561  |            |                                     |

**Purpose of Report:** To advise Members of items to be considered by West Berkshire Council over the next 4 months.

**Recommended Action:** That the Leader of the Council agrees and where appropriate amend the West Berkshire Council Forward Plan.

**Reason for decision to be taken:** It is a statutory requirement that a Forward Plan be produced.

**List of other options considered:** N/A

**Key background documentation:** None

|                          |  |
|--------------------------|--|
| <b>Portfolio Member:</b> | Graham Jones - Leader of Council                                     |
| <b>Tel. No.:</b>         | (01235) 762744   |
| <b>E-mail Address:</b>   | <a href="mailto:gjones@westberks.gov.uk">gjones@westberks.gov.uk</a> |

| Contact Officer Details |  |
|-------------------------|--|
| <b>Name:</b>            | Moira Fraser   |
| <b>Job Title:</b>       | Policy Executive   |
| <b>Tel. No.:</b>        | 01635 519045   |
| <b>E-mail Address:</b>  | <a href="mailto:mfraser@westberks.gov.uk">mfraser@westberks.gov.uk</a> |

**Supporting Information**

**1. Background**

- 1.1 The Forward Plan attempts to cover all decisions, not just those made by the Executive, which the Authority intends to make over the next 4 months. The Forward Plan, attached as Appendix A, also shows the decision path of each item so far including Council, Executive and Overview and Scrutiny Committee.
- 1.2 As part of the continuing development of the Forward Plan we have now incorporated all Plans and Policies which are required to be approved by the Council under the Constitution. These items have been linked to the appropriate meetings of the Executive and Overview and Scrutiny Committee.

**Appendices**

Appendix A – West Berkshire Council Forward Plan – November 2008 to February 2009

**Implications**

**Policy:** As set out in the report  
**Financial:** There are no financial implications for the Council

**Consultation Responses**

**Members:**

**Leader of Council:** Leader of the Council  
**Overview & Scrutiny Commission Chairman:** OSC Chairman  
**Ward Members:** N/a  
**Opposition Spokesperson:** Opposition Leader  
**Policy Development Commission Chairman:** N/a  
**Local Stakeholders:** The West Berkshire Council Forward Plan will be published the first working day after the Individual Decision is signed.  
**Officers Consulted:** Nick Carter, John Ashworth, Margaret Goldie, Teresa Bell, Group Executives and there has been widespread consultation with senior managers across the Authority on the content of the Forward Plan. Given its rolling nature this consultation will be ongoing.  
**Trade Union:** Not sought

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|---|-------------------------------|---|
| <b>Is this item subject to call-in.</b> | Yes: <input type="checkbox"/> | No: <input checked="" type="checkbox"/> |
|---|-------------------------------|---|

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# West Berkshire Council Forward Plan

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# West Berkshire Council Forward Plan – November 2008 to February 2009

| Reference            | Decision and Purpose   | Decision Body | Decision Path | Service Area    | Contact & Ext. No.    | Lead Member             | Part II | Date Report Published | Notes | Decision Month   |
|----------------------|--|---------------|---------------|-----------------|-----------------------|-------------------------|---------|-----------------------|-------|------------------|
| <b>NOVEMBER 2008</b> |  |               |               |                 |                       |                         |         |                       |       |                  |
| ID1562               | <b>West Berkshire Forward Plan - December 2008 - March 2009</b><br><i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>   | ID            | 13/11/08      | Chief Executive | Moira Fraser (2045)   | Councillor Graham Jones |         | 06/11/08              |       | 01 November 2008 |
| ID1623               | <b>Speed Limit Review - October 2008</b><br><i>To approve the statutory consultation for altering the speed limit on a number of roads following a meeting of the Speed Limit Task Group.</i>  | ID            | 01/11/08      | Environment     | Andrew Garrett (2491) | Councillor Emma Webster |         | TBC                   |       | 01 November 2008 |
| ID1679               | <b>Adoption of Parish Plans</b><br><i>To adopt Parish Plans.</i>   | ID            | 01/11/08      | Chief Executive | Carole Ruse           | Councillor Pamela Bale  |         | TBC                   |       | 01 November 2008 |
| ID1691               | <b>Approval of Village Design Statements</b><br><i>To approve Village Design Statements.</i>   | ID            | 01/11/08      | Chief Executive | Paula Amorelli (2233) | Councillor Alan Law     |         | TBC                   |       | 01 November 2008 |
| ID1705               | <b>Joint Minerals and Waste Development Control Policies and Preferred Areas Development Plan Document</b><br><i>To provide development control policies against which proposals for minerals development and waste related development will be judged. It will also make site-specific allocations to provide for the supply of minerals and management of future waste arisings throughout Berkshire</i> | ID            | TBC           | Environment     | Bryan Lyttle (2638)   | Councillor Alan Law     |         |                       |       | 01 November 2008 |
| ID1709               | <b>Petition - Myton Walk, Theale</b><br><i>To inform the Executive Member for Highways, Transport and ICT of the receipt of a petition concerning additional street lighting on the footpaths at the rear of Myton Walk through to Station Road, Theale</i>  | ID            | 14/11/08      | Environment     | Melvyn May (2873)     | Councillor Emma Webster |         | 06/11/08              |       | 01 November 2008 |

The items included in the Forward Plan were correct at the time of publication. The Forward Plan may, however, change and you are advised to contact:  
Moira Fraser – Tel: 01635 519045 e-mail: [mfraser@westberks.gov.uk](mailto:mfraser@westberks.gov.uk) in Policy & Communication to confirm the contents of any agenda before attending a meeting.

**EXECUTIVE DECISIONS MAY BE TAKEN BY THE EXECUTIVE ACTING AS A COLLECTIVE BODY OR BY OFFICERS ACTING UNDER DELEGATED POWERS.**

# West Berkshire Council Forward Plan – November 2008 to February 2009

| Reference | Decision and Purpose  | Decision Body | Decision Path  | Service Area       | Contact & Ext. No.       | Lead Member                  | Part II | Date Report Published | Notes                 | Decision Month   |
|-----------|---|---------------|----------------|--------------------|--------------------------|------------------------------|---------|-----------------------|-----------------------|------------------|
| EX1698    | <b>West Berkshire Report for Level One Indicators for Year End 2007/08: Response to Recommendations of the Overview and Scrutiny Commission</b><br><i>To respond to the recommendations of the Overview and Scrutiny Review of the Performance Management Framework</i>           | EX            | 13/11/08<br>EX | Chief Executive    | Jason Teal               | Councillor Anthony Stansfeld |         | 05/11/08              |                       | 01 November 2008 |
| EX1675    | <b>West Berkshire Council Residents Leisure Card</b><br><i>To determine whether a Residents Leisure Card should be introduced for all West Berkshire residents.</i>   | EX            | 13/11/08<br>EX | Community Services | David Appleton (2578)    | Councillor Pamela Bale       |         | 05/11/08              |                       | 01 November 2008 |
| EX1699    | <b>"Putting People First in West Berkshire" Strategy Consultation and Finalisation</b><br><i>To report on the findings of the consultation on "Putting People First in West Berkshire, Adult Social Care Strategy, 2008 - 2011", and to propose finalisation of the strategy.</i> | EX            | 13/11/08<br>EX | Community Services | Amanda Joyce (3527)      | Councillor Joe Mooney        |         | 05/11/08              |                       | 01 November 2008 |
| EX1650    | <b>Strategic Aims for Cultural Services</b><br><i>To consider the draft Cultural Strategy for West Berkshire and the consultation responses from Partners and stakeholders.</i>   | EX            | 13/11/08<br>EX | Community Services | David Appleton           | Councillor Pamela Bale       |         | 05/11/08              | Requires further work | 01 November 2008 |
| EX1622    | <b>Race Equality Scheme 2008-2011</b><br><i>To approve the revised Race Equality Scheme before it undergoes external consultation.</i>  | EX            | 13/11/08<br>EX | Chief Executive    | Joanna Richardson (2441) | Councillor Pamela Bale       |         | 05/11/08              |                       | 01 November 2008 |
| EX1611    | <b>Budget Monitoring - Q2 2008/09</b><br><i>To update Members on the budget monitoring position.</i>  | EX            | 13/11/08<br>EX | Chief Executive    | Andy Walker (2433)       | Councillor Laszlo Zverko     |         | 05/11/08              |                       | 01 November 2008 |
| EX1612    | <b>Capital Monitoring - Q2 2008/09</b><br><i>To update Members on the capital monitoring position.</i>  | EX            | 13/11/08<br>EX | Chief Executive    | Andy Walker (2433)       | Councillor Laszlo Zverko     |         | 05/11/08              |                       | 01 November 2008 |

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# West Berkshire Council Forward Plan – November 2008 to February 2009

| Reference            | Decision and Purpose   | Decision Body | Decision Path  | Service Area              | Contact & Ext. No.    | Lead Member                  | Part II | Date Report Published | Notes | Decision Month   |
|----------------------|--|---------------|----------------|---------------------------|-----------------------|------------------------------|---------|-----------------------|-------|------------------|
| EX1703               | <b>Scrutiny Review of Developer's Contributions</b><br><i>To respond to the recommendations of the Overview and Scrutiny Review of Developer's Contributions</i>   | EX            | 13/11/08<br>EX | Chief Executive           | Stephen Chard (2462)  | Councillor Alan Law          |         | 05/11/08              |       | 01 November 2008 |
| EX1706               | <b>Parental Contributions towards cost of Looked After Children</b><br><i>To decide on whether to charge parental contributions towards the costs of accommodating looked after children</i>                   | EX            | 13/11/08<br>EX | Children and Young People | Karen Reeve (2735)    | Councillor Barbara Alexander |         | 05/11/08              |       | 01 November 2008 |
| EX1707               | <b>2010-11 Admission Arrangements Consultation</b><br><i>To agree Admission Policy for 2010-11 to be consulted on</i>  | EX            | 13/11/08<br>EX | Children and Young People | Malcolm Berry (2770)  | Councillor Barbara Alexander |         | 05/11/08              |       | 01 November 2008 |
| EX1712               | <b>Treasury Management Annual Report 2007/08</b><br><i>To consider an Annual Report on the Treasury Management function, reviewing the previous year's activities and performance of the fund for the year</i> | EX            | 13/11/08<br>EX | Chief Executive           | Simon Freeman         | Councillor Laszlo Zverko     |         | 05/11/08              |       | 01 November 2008 |
| <b>DECEMBER 2008</b> |  |               |                |                           |                       |                              |         |                       |       |                  |
| ID1563               | <b>West Berkshire Forward Plan - January 2009 - April 2009</b><br><i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>                                      | ID            | 11/12/08       | Chief Executive           | Moira Fraser (2045)   | Councillor Graham Jones      |         | 03/12/08              |       | 01 December 2008 |
| ID1680               | <b>Adoption of Parish Plans</b><br><i>To adopt Parish Plans.</i>   | ID            | 01/12/08       | Chief Executive           | Carole Ruse           | Councillor Pamela Bale       |         | TBC                   |       | 01 December 2008 |
| ID1692               | <b>Approval of Village Design Statements</b><br><i>To approve Village Design Statements.</i>   | ID            | 01/12/08       | Chief Executive           | Paula Amorelli (2233) | Councillor Alan Law          |         | TBC                   |       | 01 December 2008 |

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# West Berkshire Council Forward Plan – November 2008 to February 2009

| Reference | Decision and Purpose   | Decision Body | Decision Path  | Service Area    | Contact & Ext. No.         | Lead Member                  | Part II | Date Report Published | Notes   | Decision Month   |
|-----------|--|---------------|----------------|-----------------|----------------------------|------------------------------|---------|-----------------------|---|------------------|
| EX1710    | <b>Enforcement of Law Relating to Age Restricted Products</b><br><i>To update Members on the work carried out over the last twelve months and to approve the enforcement programme going forward</i>   | EX            | 09/12/08<br>EX | Environment     | Sean Murphy                | Councillor Geoff Findlay     |         | 03/12/08              |   | 01 December 2008 |
| EX1704    | <b>Overview and Scrutiny Commission - Refuse and Recycling</b><br><i>To respond to the recommendations made by the Overview and Scrutiny Commission on the implementation of the Council's refuse and recycling contract</i>                                       | EX            | 09/12/08<br>EX | Environment     | Andrew Deacon (2312)       | Councillor Geoff Findlay     |         | 03/12/08              |   | 01 December 2008 |
| EX1587    | <b>Establishment Monitoring Q2 of 2008/09</b><br><i>To report on changes to the Council's Establishment over the second quarter of 2008/09.</i>  | EX            | 09/12/08<br>EX | Chief Executive | Robert O' Reilly (2358)    | Councillor Anthony Stansfeld |         | 03/12/08              |   | 01 December 2008 |
| EX1711    | <b>Approval for Funding of a Potential Decision by the Personnel Committee regarding an application for premature retirement</b><br><i>(Paragraph 1 – information relating to an individual)</i><br><i>To seek agreement for funding of a premature retirement</i> | EX            | 09/12/08<br>EX | Environment     | Bill Jennison (2560)       | Councillor Geoff Findlay     | Yes     | 03/12/08              |   | 01 December 2008 |
| C1671     | <b>Changes to the Constitution</b><br><i>To change the Council's Constitution in respect of speaking rights at Full Council and Overview and Scrutiny</i>  | C             | 11/12/08<br>C  | Chief Executive | Katharine Sheehan/Andy Day | Councillor Graham Jones      |         | 03/12/08              | Not subject to call-in - item is due to be referred to Council for final approval | 01 December 2008 |
| C1662     | <b>The Future of Scrutiny</b><br><i>To outline proposed changes to the Council's Scrutiny function.</i>  | C             | 11/12/08<br>C  | Chief Executive | David Lowe                 | Councillor Graham Jones      |         | 03/12/08              |   | 01 December 2008 |

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# West Berkshire Council Forward Plan – November 2008 to February 2009

| Reference            | Decision and Purpose  | Decision Body | Decision Path                   | Service Area    | Contact & Ext. No.    | Lead Member              | Part II | Date Report Published | Notes | Decision Month   |
|----------------------|---|---------------|---------------------------------|-----------------|-----------------------|--------------------------|---------|-----------------------|-------|------------------|
| C1630                | <b>Medium Term Financial Strategy 2009/10 - 2011/12</b><br><i>To refresh the MTFs</i>   | C             | 09/12/08<br>EX<br>11/12/08<br>C | Chief Executive | Andy Walker           | Councillor Laszlo Zverko |         | 03/12/08              |       | 01 December 2008 |
| C1569                | <b>Member Development Strategy 2006-2009 - Update</b><br><i>To provide an update on the Member Development Strategy 2006-2009.</i>  | C             | 11/12/08<br>C                   | Chief Executive | Jo Watt               | Councillor Graham Jones  |         | 03/12/08              |       | 01 December 2008 |
| <b>JANUARY 2009</b>  |   |               |                                 |                 |                       |                          |         |                       |       |                  |
| ID1564               | <b>West Berkshire Forward Plan - February 2009 - May 2009</b><br><i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>                  | ID            | 15/01/09                        | Chief Executive | Moira Fraser (2045)   | Councillor Graham Jones  |         | 08/01/09              |       | 01 January 2009  |
| ID1681               | <b>Adoption of Parish Plans</b><br><i>To adopt Parish Plans.</i>  | ID            | 01/01/09                        | Chief Executive | Carole Ruse           | Councillor Pamela Bale   |         | TBC                   |       | 01 January 2009  |
| ID1693               | <b>Approval of Village Design Statements</b><br><i>To approve Village Design Statements.</i>  | ID            | 01/01/09                        | Chief Executive | Paula Amorelli (2233) | Councillor Alan Law      |         | TBC                   |       | 01 January 2009  |
| EX1638               | <b>Level One Performance Monitoring - Q2 2008/09</b><br><i>To outline performance levels across the Council and to consider, where appropriate, the remedial action that is required.</i> | EX            | 29/01/09<br>EX                  | Chief Executive | Jason Teal            | Councillor Graham Jones  |         | 21/01/09              |       | 01 January 2009  |
| <b>FEBRUARY 2009</b> |   |               |                                 |                 |                       |                          |         |                       |       |                  |
| ID1565               | <b>West Berkshire Forward Plan - March 2009 - June 2009</b><br><i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>                    | ID            | 12/02/09                        | Chief Executive | Moira Fraser (2045)   | Councillor Graham Jones  |         | 05/02/09              |       | 01 February 2009 |

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# West Berkshire Council Forward Plan – November 2008 to February 2009

| Reference | Decision and Purpose  | Decision Body | Decision Path  | Service Area              | Contact & Ext. No.    | Lead Member                  | Part II | Date Report Published | Notes | Decision Month   |
|-----------|---|---------------|----------------|---------------------------|-----------------------|------------------------------|---------|-----------------------|-------|------------------|
| ID1682    | <b>Adoption of Parish Plans</b><br><i>To adopt Parish Plans.</i>                              | ID            | 01/02/09       | Chief Executive           | Carole Ruse           | Councillor Pamela Bale       |         | TBC                   |       | 01 February 2009 |
| ID1694    | <b>Approval of Village Design Statements</b><br><i>To approve Village Design Statements.</i>  | ID            | 01/02/09       | Chief Executive           | Paula Amorelli (2233) | Councillor Alan Law          |         | TBC                   |       | 01 February 2009 |
| EX1708    | <b>2010-11 Admission Arrangements</b><br><i>To determine the Admission Policy for 2010-11</i> | EX            | 19/02/09<br>EX | Children and Young People | Malcolm Berry (2770)  | Councillor Barbara Alexander |         | TBC                   |       | 01 February 2009 |

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Moir Fraser – Tel: 01635 519045 e-mail: [mfraser@westberks.gov.uk](mailto:mfraser@westberks.gov.uk) in Policy & Communication to confirm the contents of any agenda before attending a meeting.

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## Individual Executive Member Decision

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|   |  |             |
|---|--|-------------|
| <b>Title of Report:</b>                       | <b>Highway Winter Service and Adverse Weather Plan 2008/2009</b> | <b>Item</b> |
| <b>Report to be considered by:</b>            | Individual Executive Member Decision                             |             |
| <b>Date on which Decision is to be taken:</b> | 16 October 2008  |             |
| <b>Forward Plan Ref:</b>                      | ID1687   |             |

**Purpose of Report:** To seek approval of the 2008/2009 Winter Service and Adverse Weather Plan.

**Recommended Action:** That the Executive Member for Highways, Transport & ICT approves the Highway Winter Service and Adverse Weather Plan 2008/2009.

**Reason for decision to be taken:** Government guidance for highway management recommends the provision of an annually reviewed operational plan for winter service.

**Key background documentation:**

- Draft Winter Service and Adverse Weather Plan 2008/09.
- Draft Precautionary Salting Route Plan 2008/2009.
- Draft Safer Driving Leaflet.

| Portfolio Member Details         |  |
|----------------------------------|--|
| <b>Name &amp; Telephone No.:</b> | Councillor Emma Webster - Tel (0118) 9411676 |
| <b>E-mail Address:</b>           | ewebster@westberks.gov.uk                    |
| Contact Officer Details          |  |
| <b>Name:</b>                     | Melvyn May                                   |
| <b>Job Title:</b>                | Highways Manager                             |
| <b>Tel. No.:</b>                 | 01635 519873                                 |
| <b>E-mail Address:</b>           | mmay@westberks.gov.uk                        |

## Supporting Information

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### 1. Background

- 1.1 To comply with best practice in respect of maintenance of the West Berkshire road network during the winter, the Highway and Transport Service produces a Winter Service Plan and Adverse Weather Plan each year setting out its operational proposals for Members to consider.
- 1.2 The plan also includes the current sand bag distribution policy; however this will be updated in early autumn 2008 by Carolyn Murison following major flooding events in July 2007.

### 2. Winter Service Plan

- 2.1 A small number of requests for roads to be added to the primary salting network were received over the course of the last winter from Members, various Parish Councils and members of the public. However, none of these requests for salting met the criteria for inclusion in the primary salting network. No changes are therefore proposed to the primary salting network this year.

No new secondary salting routes have been proposed by Members, Parish Councils or members of the public.

- 2.2 A request was received from Chaddleworth Parish Council to re-site an existing salt bin at the junction of Glebe Fields and Main Street to Tower Hill.

The new site proposed does meet the criteria for the siting of a salt bin however local residents were consulted and those who responded wanted the bin to remain in its present location. It is therefore recommended that the salt bin remains in its current position.

- 2.3 Officers recommend that for the winter season of 2008/2009 the primary network should not be increased. The total primary salted network remains 38.0% of the total road network in West Berkshire.
- 2.4 A draft copy of the Council's revised leaflet "Safer Driving this Winter on West Berkshire Roads" can be found in Appendix 6. This leaflet will be available in all Council buildings with public access as well as on the Council's website. Copies will also be distributed to all Town and Parish Council's.
- 2.5 The salting of the secondary network will be undertaken in accordance with the requirements of the Winter Service Plan although there is no specific budget for this operation.
- 2.6 A report highlighting the departures from the current recommendations detailed in the Code of Practice for Highway Maintenance Management – 'Well Maintained Highways' (July 2005) is given in Appendix 4.
- 2.7 A benchmarking exercise to compare the percentage of roads gritted in other highway authorities has been completed. This shows that at 38 % West Berkshire grits a higher than average percentage of its primary road network than those benchmarked, the average is 33.0%.

### **3. Operational Arrangements for 2008/2009**

- 3.1 The winter service period for 2008/2009 will operate from Monday 3 November 2008 (week 45) to Sunday 5 April 2009 (week 14) although this period will be extended if weather conditions dictate as was the case in April 2008.
- 3.2 The decision to salt will be made by the West Berkshire Duty Officer, based on forecast information supplied by the Met Office and local roadside weather stations. Once a decision is made, the Duty Officer will inform the Council's Term Maintenance Contractor Fitzpatrick and if instructed, the defined primary network will be treated with an application of rock salt to prevent the formation of hoar frost and/or ice.
- 3.3 During prolonged hazardous conditions (defined as sub-zero conditions that have been experienced for at least 72 hours), a decision whether to salt the secondary road and town centre footway networks will be made by the Council's Winter Service Manager. This role is normally performed by the Principal Engineer (Highways Maintenance) or in his absence by a Project Engineer.
- 3.4 With the exception of shared carriageway/cycleway routes on a primary or secondary salting route, shared footway/cycleway and remote cycleway networks are not salted when hoar frost, ice or prolonged hazardous conditions are forecast. Being part of the carriageway, shared carriageway/cycleway routes on the primary and secondary salting route networks will be salted.
- 3.5 There is no provision within the current winter service budget for farmers or other contractors to formally assist the Council in the removal of snow deposits from the rural road network. Snow clearance of the Primary and Secondary routes will continue to be carried out in accordance with the Winter Service Plan by the Council's Contractor Fitzpatrick using their own equipment.

## Appendices

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Appendix 1 - Performance Indicator review for Winter 2007/2008.

Appendix 2 - Summary of Winter Operations for 2007/2008.

Appendix 3 - Proposed revisions to Salting Network.

Appendix 4 - List of Departures to the Highway Winter Service and Adverse Weather Plan 2008/2009 (Draft)

Appendix 5 - Highway Winter Service and Adverse Weather Plan 2008/2009 (Draft) – due to its size this document is not included within this report but a copy is located in the Members room.

Appendix 6 - Revised “Safer Driving this Winter on West Berkshire’s Roads” leaflet (draft).

Appendix 7 - Best Value Bench Marking Exercise 2008.

## Implications

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|                         |   |
|-------------------------|---|
| <b>Policy:</b>          | The proposed Winter Service Policy will ensure as far as is reasonably practicable that the road network in West Berkshire is maintained to a safe standard during the winter months for all highway users including residents as well as those travelling through the District.  |
| <b>Financial:</b>       | The cost of providing the call out service, providing salt bins and undertaking up to 50 primary precautionary salting runs, is included in the 2008/2009 revenue budget. (There is no budget provision for salting of the secondary network, snow clearance operations or footway treatment). The Winter Service budget for the provision of salt bins is currently fully committed. New and additional salt bins will not be considered without the removal of an equivalent number of existing salt bins from the network. |
| <b>Personnel:</b>       | None arising from this report.  |
| <b>Legal:</b>           | Following a House of Lords ruling, the Council has a statutory duty since 10 October 2003 to ensure, so far as reasonably practicable, that safe passage along a highway is not endangered by snow or ice.  |
| <b>Environmental:</b>   | There are issues surrounding the impact of rock salt on the environment and these are addressed in the current Highway Term Contract.   |
| <b>Equalities:</b>      | None arising from this report.  |
| <b>Partnering:</b>      | None arising from this report.  |
| <b>Property:</b>        | None arising from this report.  |
| <b>Risk Management:</b> | None arising from this report.  |



**Community Safety:** None arising from this report.

**Consultation Responses**

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**Members:**

**Leader of Council:** Councillor Graham Jones

**Overview & Scrutiny Commission Chairman:** Councillor Brian Bedwell

**Policy Development Commission Chairman:** Councillor Marcus Franks

**Ward Members:** Not applicable

**Opposition Spokesperson:** Councillor Keith Woodhams

**Local Stakeholders:** The Highway Winter Service and Adverse Weather Plan is widely circulated every year to stakeholders including adjoining authorities, emergency services, Parish and Town Councils and their views are incorporated into the report for the subsequent winter.

**Officers Consulted:** Mark Edwards, Gabrielle Esplin, David Holling, Sian Wardhaugh, Charles Morris, Carolyn Murison

**Trade Union:** Not applicable

**NOTE: The section below does not need to be completed if your report will not progress beyond Corporate or Management Board.**

|  |  |                              |
|--|--|------------------------------|
| <b>Is this item subject to call-in.</b>  | Yes: <input checked="" type="checkbox"/> | No: <input type="checkbox"/> |
| If not subject to call-in please put a cross in the appropriate box:               |  |                              |
| The item is due to be referred to Council for final approval                       | <input type="checkbox"/>                 |                              |
| Delays in implementation could have serious financial implications for the Council | <input type="checkbox"/>                 |                              |
| Delays in implementation could compromise the Council's position                   | <input type="checkbox"/>                 |                              |
| Considered or reviewed by OSC or associated Task Groups within preceding 6 months  | <input type="checkbox"/>                 |                              |
| Item is Urgent Key Decision  | <input type="checkbox"/>                 |                              |

**APPENDIX 1**

**Term Maintenance Contract for Highways and Bridges 2006 to 2011 – Contractor Performance for Winter 2007/08**

The current contract includes a number of performance indicators and the results of these and other local indicators are listed below:

**Contract Performance Indicator** – percentage of gritting routes completed within the specified time.

| <b>Month</b>          | <b>Percentage of routes completed within time</b> | <b>Contract requirement</b> |
|-----------------------|---|-----------------------------|
| April 2007            | No salting undertaken                             | 100.0 %                     |
| November 2007         | 94.0 %  | 100.0 %                     |
| December 2007         | 97.8 %  | 100.0 %                     |
| January 2008          | 98.6 %  | 100.0 %                     |
| February 2008         | 100.0 %   | 100.0 %                     |
| March 2008            | 99.0 %  | 100.0 %                     |
| <b>Annual average</b> | <b>97.88 %</b>                                    | <b>100.0 %</b>              |

**Local Performance Indicator** – number of Public Liability claims relating to accidents/crashes attributed to ice/snow conditions (quarterly).

| <b>Quarter</b>                                 | <b>Number of claims received</b> | <b>Number of claims refuted</b> | <b>Number of claims still to be settled</b> |
|--|----------------------------------|---------------------------------|---|
| Quarter 3 – 1 October 2007 to 31 December 2007 | <b>TBC</b>                       | <b>TBC</b>                      | <b>TBC</b>                                  |
| Quarter 4 – 1 January 2008 to 31 March 2008    | <b>TBC</b>                       | <b>TBC</b>                      | <b>TBC</b>                                  |

**APPENDIX 2**

**Summary of Winter Operations 2007/2008**

| <b>Month</b>  | <b>Precautionary Salting runs on Primary Network</b> | <b>Part/Wet Patches/spot treatment</b> | <b>Precautionary Salting runs on Secondary Network</b> |
|---|--|--|--|
| April 2007  | 0  | 0                                      | 0  |
| November 2007   | 5  | 2                                      | 0  |
| December 2007   | 10   | 16 *                                   | 0  |
| January 2008  | 6  | 3                                      | 0  |
| February 2008   | 17   | 3                                      | 0  |
| March 2008  | 10   | 0                                      | 0  |
| <b>Total for financial year 1 April 2007 to 31 March 2008</b> | <b>35</b>  | <b>24</b>                              | <b>0</b>   |

|   |   |   |   |
|---|---|---|---|
| Number of days with multiple salting runs | 4 | 5 | 0 |
|---|---|---|---|

|  |    |    |   |
|--|----|----|---|
| Operation days for year 1 April 2007 to 31 March 2008. | 33 | 21 | 0 |
|--|----|----|---|

**Notes:**

The winter period was extended by 2 extra weeks in April 2008 due to a late cold and snow spell, this will be a budget pressure for the current budget 2008/2009.

\* several 'one off' minor spot treatments were undertaken during December 2007 due to a number of major property fires which resulted in road surfaces becoming wet with the potential for ice to form.

**APPENDIX 3****Proposed Additions/Deductions to Salting Network & Salt Bin Schedule****1. Roads to be added to the Primary Salting Network 2008/2009**

None this financial year.

**2. Roads to be deleted from the Primary Salting network**

None this financial year

**3. Roads to be added to Secondary Salting Network:**

None this financial year.

**4. Roads to be deleted from Secondary Salting Network:**

None this financial year.

**5. Previously approved salt bins to be added to schedule:**

None this financial year – budget fully committed.

**6. Salt bins to be deleted from schedule:**

None this financial year.

**7. Request to re-site existing salt bin**

Chaddleworth Parish Council requested that an existing salt bin be moved from its present position at the junction of Glebe Fields and Main Street to a new site opposite Tower Hill House on Tower Hill.

It is recommended that the salt bin remains in its current position.

**Departures from the Code of Practice for Maintenance Management Recommendations for Winter Service - 2008/2009**

| Recommendation | Description  | Adopted by WBC | Comments   | Reason for not adopting recommendation   |
|----------------|--|----------------|--|--|
| 1              | Authority to formally approve and adopt a policy for it's Winter Service.  | Yes            | To be approved by Individual Decision 3 October 2008   |  |
| 2              | Authority to formally approve, adopt and publish in consultation with others a Winter Service Operational Plan.  | Yes            | Distributed to :<br>Council and Parish Members<br>Adjoining Councils<br>Highway Agency and Agents<br>Emergency Services<br>Media Organisations<br>Motoring Organisations<br>Network Rail |  |
| 3              | Authority to define Primary and Secondary treatment routes for carriageways based upon the road hierarchy and other local factors.   | Yes            | Precautionary Salting Route Plan   |  |
| 4              | Authority to define treatment routes for footways based upon footway hierarchy and other local factors.  | Yes            | Winter Service Plan Appendix I   |  |
| 5              | Authority to define treatment routes for promoted schemes such as 'Safe Routes to School' and 'School Bus Routes' based upon the general maintenance hierarchy but adapted to take in to account local factors identified. | No             |  | The Winter Service should be co-ordinated to ensure that route planning and treatment regimes meet the road users reasonable expectations for consistency. The Council only salts specified sections of the footway network during prolonged hazardous conditions. Precautionary salting of isolated lengths of footway on a 'safe route to school' would be inconsistent with this policy and would present a greater hazard. |

**Departures from the Code of Practice for Maintenance Management Recommendations for Winter Service - 2008/2009**

| Recommendation | Description  | Adopted by WBC | Comments   | Reason for not adopting recommendation |
|----------------|--|----------------|--|--|
| 6              | Authority to co-ordinate and co-operate with adjoining local and strategic authorities to ensure that route planning and treatment regimes meet road users' reasonable. Expectations for consistency and value for money | Yes            | Consultation exercise undertaken summer 2003. Winter Service Plan issued to all adjoining Councils.  |  |
| 7              | Authority to produce and publish a non-technical summary of its proposed Winter Service Operational Plan including plans of treated network together with guidance on safe use of network.                               | Yes            | 'Safer Driving this Winter on West Berkshire Roads' leaflet published and circulated through public offices and libraries.   |  |
| 8              | Authority to establish arrangements for information to be made available to local radio, police etc.   | Yes            | Winter Service Plan Appendix N   |  |
| 9              | Authority to have an annual review of its Winter Service Operational Plan in consultation with users and key stakeholders to take in to account changing local circumstances.  | Yes            | Winter Service Plan issued to all Members, Parish Councils, adjoining local authorities & emergency services. All requests for salting received over season are reviewed for possible changes to routes and salt bin schedule. |  |
| 10             | Authority to take full advantage of weather forecasting information services.  | Yes            | West Berkshire Council makes use of information from roadside sensors and detailed site specific forecasts issued by the Met Office in its decisions making process.   |  |

**Departures from the Code of Practice for Maintenance Management Recommendations for Winter Service - 2008/2009**

| <b>Recommendation</b> | <b>Description</b>   | <b>Adopted by WBC</b> | <b>Comments</b>   | <b>Reason for not adopting recommendation</b> |
|-----------------------|--|-----------------------|---|---|
| 11                    | Authority to annually review arrangements for delivering its Winter Service in consultation with all service partners, consultants and contractors to ensure clear terms of reference for the provision and management of all resources, Health and Safety and insurances. | Yes                   | Contractual requirement with Term Contractor Fitzpatrick.   |   |
| 12                    | Authority to undertake annual technical review (including calibration) of all equipment, vehicles and plant prior to the start of the Winter Service season.   | Yes                   | Contractual requirement with Term Contractor Fitzpatrick. Roadside weather stations annually serviced by Sensing Systems and Vaisala                              |   |
| 13                    | Authority to annually review training and development needs for all personnel who deal directly with implementing Winter Service, in order that any necessary training can be provided prior to the start of the Winter Service season.                                    | Yes                   | Formal training of WBC staff undertaken with Vaisala in November 2005.<br><br>Fitzpatrick operatives all accredited to City & Guilds 6157 now superseded by 6159. |   |
| 14                    | Authority should manage the purchase, storage and use of de-icing materials within the principles of Best Value, sustainability and consortia purchasing.  | Yes                   | Contractual requirement with Term Contractor Fitzpatrick.   |   |
| 15                    | Authority to hold comprehensive and accurate records of all Winter Service activities. The use of data loggers should be considered for this process.  | Yes                   | All records held with the Highways Manager  |   |

**APPENDIX 5**

Draft Highway Winter Service and Adverse Weather Plan 2008/2009

**APPENDIX 6**

Draft Revised 'Safer Driving this Winter on West Berkshire Roads' leaflet

**APPENDIX 7**

**Best Value Bench Marking Exercise 2008**

**2. Results of Benchmarking Exercise – Summer 2008**

| <b>Authority</b>                        | <b>Percentage of Highway Network Salted as Primary Routes</b> | <b>Percentage of Highway Network Salted as Secondary Routes</b> |
|---|---|---|
| Swindon Borough Council                 | 52  | Not available   |
| Buckinghamshire                         | 40  | Not available   |
| Bracknell Forest District Council       | 39  | 9   |
| <b>West Berkshire Council</b>           | <b>38</b>   | <b>20</b>   |
| Wokingham District Council              | 37  | 10  |
| Royal Borough of Windsor and Maidenhead | 34  | 13.5  |
| Gloucester                              | 33  | Not available   |
| Bath & Northeast Somerset               | 30  | Nil   |
| Dorset                                  | 29  | Not available   |
| Reading Borough Council                 | 29  | 22  |
| Slough Borough Council                  | 27  | 11  |
| Hampshire County Council                | 26  | 20  |
| Wiltshire County council                | 25  | 25  |
| Somerset                                | 22  | Not available   |
|   |   |   |
| <b>Average</b>                          | <b>33</b>   |   |