

Individual Decision

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

16 July 2009

Ref:	Title	Portfolio Member(s)	Page No.
ID1889	Representation on Outside Body - Readibus	Councillor Graham Jones	3 - 5
ID1750	West Berkshire Council Forward Plan - August 2009 to November 2009	Councillor Graham Jones	7 - 17

Individual Executive Member Decision

Title of Report:	Representation on Outside Body - Readibus
Report to be considered by:	Individual Executive Member Decision
Date on which Decision is to be taken:	01 July 2009
Forward Plan Ref:	ID1889

Purpose of Report: To appoint a West Berkshire Council representative to act as a Director on Readibus

Recommended Action: The Leader appoint a District Councillor as a Director to Readibus.

Reason for decision to be taken: Readibus have approached us to nominate a representative.

Other options considered:

- Other nominees as set out in the appendix;
- not to appoint a representative

Key background documentation: West Berkshire Council - Nominations to Outside Bodies Form for Readibus

Portfolio Member Details	
Name & Telephone No.:	Councillor Graham Jones
E-mail Address:	gjones@westberks.gov.uk
Contact Officer Details	
Name:	Moira Fraser
Job Title:	Democratic Services Manager
Tel. No.:	01635 519045
E-mail Address:	mfraser@westberks.gov.uk

Implications

Policy:	None
Financial:	The Council will be required to pay travel and subsistence costs to the named representative; these can be met from within existing budgets.
Personnel:	None
Legal/Procurement:	None
Environmental:	None
Partnering:	None
Property:	None
Risk Management:	None
Community Safety:	None
Equalities:	Not required

Consultation Responses

Members:

Leader of Council:	Graham Jones - consulted via email and noted the nomination
Overview & Scrutiny Commission Chairman:	Brian Bedwell
Select Committee Chairman:	Emma Webster
Ward Members:	Not applicable
Opposition Spokesperson:	Jeff Brooks
Local Stakeholders:	Readibus - Peter Absolon
Officers Consulted:	Robin Steel consulted via email and noted the nomination, Jo Naylor, Andy Day - consulted via email and requested minor amendment relating to the length of the appointment
Trade Union:	Not consulted

Is this item subject to call-in.	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

Item is Urgent Key Decision

Supporting Information

1. Background

- 1.1 Readibus provides a dial-a-ride bus service for people with restricted mobility in West Berks. The service enables people to make journeys independently with dignity, so that they are better able to help themselves and live a normal life.
- 1.2 The Council has been invited to appoint a Director to their Board. The Director would have legal responsibilities and voting rights and the representative should be a Member of West Berkshire Council. They meet quarterly at the Civic Offices in Reading. The appointment would run until May 2011.
- 1.3 The current Member appointed to the outside body is Councillor Emma Webster.
- 1.4 The following Members have expressed an interest in taking on this role: Councillor David Betts and Julian Swift-Hook.

Appendices

There are no Appendices to this report.

Individual Decision

Title of Report:	West Berkshire Council Forward Plan – August 2009 to November 2009		
Report to be considered by:	Leader of Council	on:	16th July 2009
Forward Plan Ref:	ID1750		

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 amends 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

Portfolio Member:	Graham Jones - Leader of Council
Tel. No.:	(01235) 762744
E-mail Address:	gjones@westberks.gov.uk

Contact Officer Details	
Name:	Moira Fraser
Job Title:	Policy Executive
Tel. No.:	01635 519045
E-mail Address:	mfraser@westberks.gov.uk

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, Select Committees, Governance and Audit and Overview and Scrutiny Management Commission.
- 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 Management Commission.

Appendices

Appendix A – West Berkshire Council Forward Plan – August 2009 to November 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 Management Commission Chairman: OSC Chairman

Ward Members: N/a

Opposition Spokesperson: Opposition Leader

Select Committee 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

Is this item subject to call-in.	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
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West Berkshire Council Forward Plan



West Berkshire Council Forward Plan – August 2009 to November 2009

Reference	Decision and Purpose	Decision Body	Decision Path	Service Area	Contact & Ext. No.	Lead Member	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
AUGUST 2009											
ID1754	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/08/09	Chief Executive	Carole Ruse	Councillor Pamela Bale		TBC			01 August 2009
ID1755	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/08/09	Chief Executive	Paula Amorelli (2233)	Councillor Alan Law		TBC			01 August 2009
ID1912	Winter Maintenance in the Car Parks <i>To seek authority to implement a policy and procedure for winter maintenance in the car parks.</i>	ID	01/08/09	Environment	Martyn Baker	Councillor David Betts		TBC			01 August 2009
ID1913	Proposed Sunday Car Parks Charge <i>To review the need to implement a Sunday parking charge in the car parks.</i>	ID	01/08/09	Environment	Martyn Baker	Councillor David Betts		TBC			01 August 2009
ID1865	Rural Settlement List for Non-Domestic Rate Relief	ID	01/08/09	Chief Executive	Bill Blackett (2305)	Councillor Keith Chopping		TBC			01 August 2009
ID1870	Berkshire West Alcohol Harm Reduction Strategy and West Berkshire Alcohol Action Plan 2008-11	ID	06/08/09	Chief Executive	Rachel Craggs (2235)	Councillor Graham Pask		27/07/09			01 August 2009
ID1722	Risk Management Strategy Financial Year 2009/10 including Draft Strategic Risk Register <i>To present the Council's Risk Management Strategy.</i>	ID	06/08/09	Chief Executive	Ian Priestley (2253)	Councillor Anthony Stansfeld		29/07/09			01 August 2009
ID1915	Policy and Communication Service Plan 2009/10 <i>To approve the 2009/10 Service Plan for Policy and Communication.</i>	ID	06/08/09	Chief Executive	Andy Day	Councillor Anthony Stansfeld		29/07/09			01 August 2009
ID1729	Workforce Strategy 2009-2011 <i>To report on the refresh of the People Strategy 2009-2011.</i>	ID	06/08/09	Chief Executive	Robert O'Reilly (2358)	Councillor Anthony Stansfeld		209/07/09			01 August 2009

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 or e-mail: mfraser@westberks.gov.uk 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.

KEY:
 ID = Individual Executive Member Decision
 EX = Executive
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West Berkshire Council Forward Plan – August 2009 to November 2009

Reference	Decision and Purpose	Decision Body	Decision Path	Service Area	Contact & Ext. No.	Lead Member	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
ID1753	West Berkshire Forward Plan - September 2009 to December 2009 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	13/08/09	Chief Executive	Moira Fraser (2045)	Councillor Graham Jones		06/08/09		Not subject to call in	01 August 2009
ID1893	Developer Contributions - Policy Update	ID	17/08/09	Environment	Caroline Walsh	Councillor Alan Law		10/08/09			01 August 2009
ID1914	Petition - Pedestrian Safety: Northfield Road, Thatcham <i>To seek approval of officer recommendations following receipt of a petition.</i>	ID	18/08/09	Environment	Neil Stacey	Councillor David Betts		10/08/09			01 August 2009
SEPTEMBER 2009											
ID1757	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/09/09	Chief Executive	Carole Ruse	Councillor Pamela Bale		TBC			01 September 2009
ID1758	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/09/09	Chief Executive	Paula Amorelli (2233)	Councillor Alan Law		TBC			01 September 2009
ID1734	Appointment to SACRE <i>To appoint a representative to SACRE.</i>	ID	01/09/09	Children and Young People	Margaret Blaine (2458)	Councillor Barbara Alexander		TBC			01 September 2009
ID1898	Phoenix Centre Parking Scheme <i>To consider objections to statutory consultation of Traffic Regulation Order.</i>	ID	01/09/09	Environment	Andrew Garratt (2491)	Councillor David Betts		TBC	Local Ward Members		01 September 2009
ID1899	Theale Parking Review 2009 <i>To consider objections to statutory consultation of Traffic Regulation Order.</i>	ID	01/09/09	Environment	Andrew Garratt (2491)	Councillor David Betts		TBC	Local Ward Members		01 September 2009

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West Berkshire Council Forward Plan – August 2009 to November 2009

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ID1756	West Berkshire Forward Plan - October 2009 to January 2010 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	10/09/09	Chief Executive	Moira Fraser (2045)	Councillor Graham Jones		03/09/09		Not subject to call in	01 September 2009
ID1744	Winter Service and Adverse Weather Policy and Plan 2009/10. <i>To agree the winter gritting arrangements for 2009/10 and the Council's action during adverse weather.</i>	ID	24/09/09	Environment	Melvyn May (2873)	Councillor David Betts		16/09/09			01 September 2009
	Flooding Update Report - 6 monthly	OSMC	15/09/09	Environment	Carolyn Murison			08/09/09			01 September 2009
GAC1900	Developing Risk Management with Partnerships	GA	07/09/09 GA	Chief Executive	Ian Priestley	Councillor Anthony Stansfeld		28/08/09	Corporate Board, External Auditors		01 September 2009
GAC1910	ICT Risk Register and Action Plan	GA	07/09/09 GA	Chief Executive	Kevin Griffin (2292)	Councillor Anthony Stansfeld		28/08/09			01 September 2009
GAC1911	School Balances	GA	07/09/09 GA	Children and Young People	Ian Pearson	Councillor Barbara Alexander		28/08/09			01 September 2009
GAC1730	KPMG (external auditors) - ISA 260+ report to those charged with governance	GA	28/09/09 GA	Chief Executive	Joseph Holmes	Councillor Keith Chopping		21/09/09	Corporate Board, External Auditors		01 September 2009
GAC1901	Internal Audit monitoring - Q1 <i>To outline the outcomes of Internal Audit work for the first quarter of 2009-10.</i>	GA	28/09/09 GA	Chief Executive	Ian Priestley	Councillor Anthony Stansfeld		21/09/09	Corporate Board, External Auditors		01 September 2009
GAC1906	Strategic Risk Register Q1	GA	28/09/09 GA	Chief Executive	Charles Morris	Councillor Anthony Stansfeld		21/09/09	Corporate Board, External Auditors		01 September 2009

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EX1856	Scrutiny Review of Facilities for Young People <i>To respond to the recommendations of the Overview and Scrutiny Commission review into the facilities available for young people.</i>	EX	03/09/09 EX	Children and Young People	David Lowe	Councillor Barbara Alexander		26/08/09		Not subject to call in.	01 September 2009
EX1859	Rural Strategy	EX	03/09/09 EX	Chief Executive	Mark Harris	Councillor Graham Pask		26/08/09			01 September 2009
EX1824	North Wessex Downs AONB Management Plan Review <i>To formally consider the draft revised North Wessex Downs AONB Management Plan.</i>	EX	03/09/09 EX	Environment	Paula Amorelli (2233)	Portfolio Holder for Planning, Housing and Transport Policy		26/08/09			01 September 2009
EX1847	Budget Monitoring 2009/10 - Q1 <i>To update Members on the budget monitoring position.</i>	EX	03/09/09 EX	Chief Executive	Joseph Holmes	Councillor Keith Chopping		26/08/09			01 September 2009
EX1850	Capital Programme Monitoring 2009/10 - Q1 <i>To update Members on the capital monitoring position.</i>	EX	03/09/09 EX	Chief Executive	Joseph Holmes	Councillor Keith Chopping		26/08/09			01 September 2009
EX1741	Level One Performance Monitoring - Q1 of 2009/10 <i>To outline performance levels across the Council and to consider, where appropriate, the remedial action that is required.</i>	EX	03/09/09 EX	Chief Executive	Jason Teal	Councillor Anthony Stansfeld		26/08/09			01 September 2009
EX1857	The Protection of Children in England: Lord Laming's Action Plan and the Government's Response <i>To update Members on the actions required or planned in West Berkshire as a result of the review conducted by Lord Laming following the death of a child in Haringey.</i>	EX	03/09/09 EX 28/07/09 OS	Children and Young People	Karen Reeve (2735)	Councillor Barbara Alexander		26/08/09			01 September 2009

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EX1897	Redundancy Payment for Worker(s) in Property (Paragraph 1 - information relating to an individual) (Paragraph 2 - information identifying an individual) (Paragraph 3 - information relating to financial/business affairs of particular person) <i>To obtain approval to make redundancy payments to individual members of staff.</i>	EX	03/09/09 EX	Chief Executive	Steven Broughton (2837)	Councillor Anthony Stansfeld	Yes	26/08/09		Part II item.	01 September 2009
C1841	Review of Member's Allowances <i>To review the allowances for Members.</i>	C	24/09/09 C	Chief Executive	Jo Watt			16/09/09			01 September 2009
C1786	Findings of the Overview and Scrutiny Commission's Review of Child Protection Services in West Berkshire	C	24/09/09 C	Children and Young People	Margaret Goldie			16/09/09			01 September 2009
C1886	Amendments to the Constitution - Scheme of Delegation <i>To include Part 10 of the Town and Country Planning Act to the Head of Planning and Trading Standards</i>	C	24/09/09 C 07/09/09 GA	Chief Executive	Moira Fraser, Elaine Cox			16/09/09			01 September 2009
C1887	Changes to the Constitution (Contract Rules of Procedure) <i>To amend the Constitution in line with best practice</i>	C	24/09/09 C 07/09/09 GA	Chief Executive	Moira Fraser			16/09/09			01 September 2009
C1909	Standards Committee - Further Provisions	C	24/09/09 07/09/09 GA	Chief Executive	David Holling	Councillor Graham Jones		16/09/09			01 September 2009

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OCTOBER 2009											
ID1760	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/10/09	Chief Executive	Carole Ruse	Councillor Pamela Bale		TBC			01 October 2009
ID1761	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/10/09	Chief Executive	Paula Amorelli (2233)	Councillor Alan Law		TBC			01 October 2009
ID1759	West Berkshire Forward Plan - November 2009 to February 2010 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	15/10/09	Chief Executive	Moira Fraser (2045)	Councillor Graham Jones		08/10/09		Not subject to call in	01 October 2009
EX1792	Discretionary Learner Support Fund and Post-Compulsory Education Awards <i>To determine the Local Authority's Post-16 Learner Support Fund and Post-Compulsory Education Awards Policies for 2009/10.</i>	EX	08/10/09 EX	Children and Young People	Malcolm Berry (2770)	Councillor Barbara Alexander		01/10/09			01 October 2009
EX1793	Establishment Report Q1 2009/2010 <i>To report on changes to the Council's Establishment over the first quarter of 2009/10.</i>	EX	08/10/09 EX	Chief Executive	Robert O' Reilly (2358)	Councillor Anthony Stansfeld		01/10/09			01 October 2009
EX1745	Community Care (Adult Social Care) Compliments and Complaints Report <i>For information on community care compliments, concerns and complaints. Every local authority has a statutory responsibility to produce an annual report on the above which outlines trends and learning from complaints.</i>	EX	08/10/09 EX	Community Services	Mary Page	Councillor Joe Mooney		01/10/09			01 October 2009

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EX1892	Including Everyone - West Berkshire Strategy for promoting social inclusion and community cohesion <i>To approve the strategy</i>	EX	08/10/09 EX	Community Services	Teresa Bell/ David Hogg	Councillor Pamela Bale		01/10/09	Cross Council Officers at May Seminar		01 October 2009
	Climate Change Strategy	EX	08/10/09 EX	Chief Executive	Adrian Slaughter			01/10/09			01 October 2009
NOVEMBER 2009											
ID1763	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/11/09	Chief Executive	Carole Ruse	Councillor Pamela Bale		TBC			01 November 2009
ID1764	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/11/09	Chief Executive	Paula Amorelli (2233)	Councillor Alan Law		TBC			01 November 2009
ID1762	West Berkshire Forward Plan - December 2009 to March 2010 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	12/11/09	Chief Executive	Moira Fraser (2045)	Councillor Graham Jones		05/11/09		Not subject to call in	01 November 2009
EX1794	Treasury Management Annual Report 2008/09. <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	19/11/09 EX	Chief Executive	Simon Freeman	Councillor Keith Chopping		11/11/09			01 November 2009
EX1801	Enforcement of Law Relating to Age Restricted Products <i>To update Members on the work carried out over the last twelve months and to approve the enforcement programme going forward.</i>	EX	19/11/09 EX	Environment	Sean Murphy	Councillor Marcus Franks		11/11/09			01 November 2009
EX1802	Establishment Report Q2 2008/2009 <i>To report on changes to the Council's Establishment over the second quarter of 2008/09.</i>	EX	19/11/09 EX	Chief Executive	Robert O' Reilly (2358)	Councillor Anthony Stansfeld		11/11/09			01 November 2009

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EX1848	Budget Monitoring 2009/10 - Q2	EX	19/11/09 EX	Chief Executive	Joseph Holmes	Councillor Keith Chopping		11/11/09			01 November 2009
EX1851	Capital Programme Monitoring 2009/10 - Q1	EX	19/11/09 EX	Chief Executive	Joseph Holmes	Councillor Keith Chopping		11/11/09			01 November 2009
EX1872	Youth Services Management Committees	EX	19/11/09 EX	Chief Executive	Karen Reeve	Councillor Barbara Alexander		11/11/09			01 November 2009
EX1864	Council Taxbase <i>To set the tax base for tax setting purposes</i>	EX	19/11/09 EX	Chief Executive	Bill Blackett (2305)	Councillor Keith Chopping		11/11/09			01 November 2009
	TEB TEB presents the MTFs to Management Board and release for consultation at Executive	EX	19/11/09 EX	Chief Executive	Andy Walker	Councillor Keith Chopping		11/11/09			01 November 2009

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