

# Individual Decision

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The attached report will be taken as  
Individual Portfolio Member Decision on:

**10<sup>th</sup> September 2009**

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<b>Ref:</b>	<b>Title</b>	<b>Portfolio Member(s)</b>	<b>Page No.</b>
ID1756	<b>West Berkshire Forward Plan - October 2009 to January 2010</b>	Leader of the Council	3 - 13



## Individual Decision

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<b>Title of Report:</b>	<b>West Berkshire Council Forward Plan – October 2009 to January 2010</b>		
<b>Report to be considered by:</b>	<b>Leader of Council</b>	<b>on:</b>	<b>10<sup>th</sup> September 2009</b>
<b>Forward Plan Ref:</b>	ID1756		

**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
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<b>Contact Officer Details</b>	
<b>Name:</b>	Moira Fraser
<b>Job Title:</b>	Policy Executive
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## 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 – October 2009 to January 2010

## 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

**Select Committee  
Chairmen:** 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

<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 – October 2009 to January 2010

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
<b>OCTOBER 2009</b>											
ID1759	<b>West Berkshire Forward Plan - November 2009 to February 2010</b> <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
ID1760	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/10/09	Chief Executive	Carole Ruse	Councillor Pamela Bale		TBC			01 October 2009
ID1761	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/10/09	Chief Executive	Paula Amorelli (2233)	Councillor Alan Law		TBC			01 October 2009
ID1931	<b>Representation on Outside Body - Coxedd and Pearce and Kimbers Almshouses</b>	ID	01/10/09	Chief Executive	Moira Fraser	Councillor Graham Jones		TBC			01 October 2009
C1933	<b>Appointment to the LGA Rural Commission</b>	ID	01/10/09	Chief Executive	Moira Fraser	Councillor Graham Jones		TBC			01 October 2009
ID1935	<b>Response to South East Partnership Board's Consultation on the Partial Review for the South East Plan: Planning for Gypsies, Travellers and Travelling Showpeople</b> <i>To consider the report and confirm the recommendations made by the Berkshire Leaders' Group and confirmed by Planning Task Group.</i>	ID	01/10/09	Environment	Bill Jennison (2560)	Councillor Hilary Cole		TBC			01 October 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](mailto: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.

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EX1917	<p><b>Responding to the Recession - Housing Services</b>  <i>To provide an update on the action that Housing Services has taken to address housing issues arising from the economic downturn. To consider possible action the Council could take to help residents in West Berkshire with a housing need.</i></p>	EX	08/10/09 EX	Community Services	Mel Brain	Councillor Alan Law		30/09/09	Developers, RSL partners, Contracts Officer, Finance Manager, Planning and Transport Policy Manager, Housing Operations Manager		01 October 2009
EX1918	<p><b>Private Sector Housing Policy</b>  <i>To present the review of the Private Sector Housing Renewal Policy and request permission to publish the draft policy for consultation.</i></p>	EX	08/10/09 EX	Chief Executive	Alison Reilly	Councillor Alan Law		30/09/09	Head of Housing and Performance, Principal Environmental Health Officer, Principal Civil Contingencies Officer, Group Accountant		01 October 2009
EX1856	<p><b>Scrutiny Review of Facilities for Young People</b>  <i>To respond to the recommendations of the Overview and Scrutiny Commission review into the facilities available for young people.</i></p>	EX	08/10/09 EX	Children and Young People	David Lowe	Councillor Barbara Alexander		30/09/09		Not subject to call in.	01 October 2009
EX1793	<p><b>Establishment Report Q1 2009/2010</b>  <i>To report on changes to the Council's Establishment over the first quarter of 2009/10.</i></p>	EX	08/10/09 EX	Chief Executive	Robert O' Reilly (2358)	Councillor Anthony Stansfeld		30/09/09			01 October 2009

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EX1745	<b>Community Care (Adult Social Care) Compliments and Complaints Report</b> <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		30/09/09			01 October 2009
EX1892	<b>Including Everyone Draft Strategy</b> <i>To approve the strategy</i>	EX	08/10/09 EX	Community Services	Teresa Bell/David Hogg	Councillor Pamela Bale		30/09/09	Cross Council Officers at May Seminar		01 October 2009
EX1927	<b>London Road Industrial Estate, Newbury - Development Proposals</b> <i>(Paragraph 3 - information relating to financial/business affairs of particular person)</i> <i>(Paragraph 6 - information relating to proposed action to be taken by the Local Authority)</i>	EX	08/10/09 EX	Chief Executive	Les Gaulton	Councillor Alan Law	Yes	30/09/09		Part II item	01 October 2009
EX1930	<b>Council Tax - Single Person Discount (SPD) Review Service</b> <i>To seek approval to the use of an external SPD review service.</i>	EX	08/10/09 EX	Chief Executive	Steve Duffin	Councillor Keith Chopping		30/09/09			01 October 2009
EX1932	<b>Children's Social Care Complaints Report</b> <i>To report on the statutory complaints process for the year April 2008 to 31 March 2009.</i>	EX	08/10/09 EX	Children and Young People	Yvette Jones (2787)			30/09/09			01 October 2009

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<b>NOVEMBER 2009</b>											
ID1762	<b>West Berkshire Forward Plan - December 2009 to March 2010</b> <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
ID1763	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/11/09	Chief Executive	Carole Ruse	Councillor Pamela Bale		TBC			01 November 2009
ID1764	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/11/09	Chief Executive	Paula Amorelli (2233)	Councillor Alan Law		TBC			01 November 2009
ID1936	<b>Hill Close, Newbury - Petition</b> <i>(Paragraph 1 - information relating to an individual)</i> <i>(Paragraph 2 - information identifying an individual)</i> <i>To advise Members of the petition received from residents in Hill Close, Newbury and the activity that is being undertaken to combat the anti-social behaviour.</i>	ID	02/11/09	Chief Executive	Rachel Craggs (2235)	Councillor Graham Pask	Yes	TBC		Part II item. Not subject to call in.	01 November 2009
EX1916	<b>West Berkshire Climate Change Strategy &amp; Action Plan</b> <i>To fulfil the Council's commitment made when signing the Nottingham Declaration to produce a Climate Change Strategy and establish a framework for action to address the causes and impact of climate change within West Berkshire.</i>	EX	19/11/09 EX	Chief Executive	Adrian Slaughter	Councillor Graham Pask		11/11/09			01 November 2009

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EX1801	<b>Enforcement of Law Relating to Age Restricted Products</b> <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
EX1848	<b>Budget Monitoring 2009/10 - Q2</b> <i>To update Members on the budget monitoring position.</i>	EX	19/11/09 EX	Chief Executive	Joseph Holmes	Councillor Keith Chopping		11/11/09			01 November 2009
EX1851	<b>Capital Programme Monitoring 2009/10 - Q2</b> <i>To update Members on the capital monitoring position.</i>	EX	19/11/09 EX	Chief Executive	Simon Freeman	Councillor Keith Chopping		11/11/09			01 November 2009
EX1872	<b>Youth Services Management Committees</b>	EX	19/11/09 EX	Chief Executive	Karen Reeve	Councillor Barbara Alexander		11/11/09			01 November 2009
EX1928	<b>Results of the Employee Attitude Survey 2009</b>	EX	19/11/09 EX	Chief Executive	Kate Toone/ Robert O' Reilly	Councillor Anthony Stansfeld		11/11/09			01 November 2009
EX1929	<b>New Governance Arrangements in Registration</b> <i>To advise Members and to seek agreement to the adoption of new arrangements for management of the Registration Service locally in accordance with requirements of Identity and Passport Service of the Home Office.</i>	EX	19/11/09 EX	Chief Executive	David Holling	Councillor Graham Jones		11/11/09	General Register Office statutory consultees during objection period 3 months from 1 January 2010 by advertisement notice.		01 November 2009
TBC	<b>TEB</b> <i>TEB presents the MTFs to Management Board and release for consultation at Executive</i>	EX	19/11/09 EX	Chief Executive	Andy Walker	Councillor Keith Chopping		11/11/09			01 November 2009

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<b>DECEMBER 2009</b>											
ID1765	<b>West Berkshire Forward Plan - January 2010 to April 2010</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	17/12/09	Chief Executive	Moira Fraser (2045)	Councillor Graham Jones		10/12/09		Not subject to call in	01 December 2009
ID1766	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/12/09	Chief Executive	Carole Ruse	Councillor Pamela Bale		TBC			01 December 2009
ID1767	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/12/09	Chief Executive	Paula Amorelli (2233)	Councillor Alan Law		TBC			01 December 2009
ID1865	<b>Rural Settlement List for Non-Domestic Rate Relief</b>	ID	01/12/09	Chief Executive	Bill Blackett (2305)	Councillor Keith Chopping		TBC			01 December 2009
C1890	<b>Revisions to the Code of Conduct</b> <i>To make any amendments to the Code of Conduct following the consultation on 'Communities in Control: Real people, real power Codes of Conduct for local authority members and employees'.</i>	C	10/12/09 C 16/11/09 GA	Chief Executive	Moira Fraser/David Holling	Councillor Graham Jones		02/12/09			01 December 2009
C1806	<b>Junior Citizen of the Year Award 2009</b>	C	10/12/09 C	Chief Executive	Jo Watt	Councillor Geoff Findlay		02/12/09			01 December 2009
C1807	<b>2010/11 West Berkshire Timetable of Meetings</b>	C	10/12/09 C	Chief Executive	Moira Fraser	Councillor Graham Jones		02/12/09			01 December 2009
C1887	<b>Changes to the Constitution (Contract Rules of Procedure)</b> <i>To amend the Constitution in line with best practice</i>	C	10/12/09 C 16/11/09 GA	Chief Executive	Tom Herring	Councillor Graham Jones		02/12/09			01 December 2009

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C1886	<b>Amendments to the Constitution - Scheme of Delegation</b> <i>To include Part 10 of the Town and Country Planning Act to the Head of Planning and Trading Standards</i>	C	10/12/09 C 16/11/09 GA	Chief Executive	Moira Fraser, Elaine Cox	Councillor Graham Jones		02/12/09			01 December 2009
<b>JANUARY 2010</b>											
ID1768	<b>West Berkshire Forward Plan - February 2010 to May 2010</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	14/01/10	Chief Executive	Moira Fraser (2045)	Councillor Graham Jones		07/01/10		Not subject to call in	01 January 2010
ID1769	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/01/10	Chief Executive	Carole Ruse	Councillor Pamela Bale		TBC			01 January 2010
ID1770	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/01/10	Chief Executive	Paula Amorelli (2233)	Councillor Alan Law		TBC			01 January 2010
ID1732	<b>Appointment to SACRE</b> <i>To appoint a representative to SACRE.</i>	ID	01/01/10	Children and Young People	Margaret Blaine (2458)	Councillor Barbara Alexander		TBC			01 January 2010
GAC1902	<b>Q2 of 2009/10 Internal Audit Report</b> <i>To outline the outcomes of Internal Audit work for the second quarter of 2009-10.</i>	GA	18/01/10 GA	Chief Executive	Ian Priestley	Councillor Anthony Stansfeld		11/01/10	Corporate Board, External Auditors		01 January 2010
GAC1907	<b>Strategic Risk Register Q2</b>	GA	18/01/10 GA	Chief Executive	Charles Morris	Councillor Anthony Stansfeld		11/01/10	Corporate Board, External Auditors		01 January 2010
EX1802	<b>Establishment Report Q2 2009/2010</b> <i>To report on changes to the Council's Establishment over the second quarter of 2008/09.</i>	EX	14/01/10 EX	Chief Executive	Robert O' Reilly (2358)	Councillor Anthony Stansfeld		06/01/10			01 January 2010

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EX1803	<b>Setting of Council Taxbase for 2010/11</b> <i>To consider removal of discount for long term empty property and setting of taxbase for 2010/2011.</i>	EX	14/01/10 EX	Chief Executive	Bill Blackett (2305)	Councillor Keith Chopping		06/01/10			01 January 2010
EX1742	<b>Level One Performance Monitoring - Q2 of 2009/10</b> <i>To outline performance levels across the Council and to consider, where appropriate, the remedial action that is required.</i>	EX	14/01/10 EX	Chief Executive	Jason Teal	Councillor Anthony Stansfeld		06/01/10			01 January 2010
EX1808	<b>Council Taxbase</b> <i>To set of taxbase for 2010/2011.</i>	EX	14/01/10 EX	Chief Executive	Bill Blackett (2305)	Councillor Keith Chopping		06/01/10			01 January 2010
EX1922	<b>Housing Vision 2009-2014</b> <i>To seek adoption of the new Housing Vision 2009-2014</i>	EX	14/01/10 EX	Community Services	Mel Brain (2403)	Councillor Alan Law		06/01/09	Developers, RSLs, Supported Housing Providers, residents.		01 January 2010
C1809	<b>Delivering West Berkshire's Priorities. A Medium Term Financial Strategy 20010/11 - 2012/13 and Future Years</b> <b>To refresh the MTFS.</b>	C	14/01/10 EX 04/03/10 C	Chief Executive	Andy Walker	Councillor Keith Chopping		23/02/10			01 March 2010

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