

# Summary of Individual Executive Member Decision taken on 12 November 2009

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**Individual Decision No:** ID1762

**Portfolio Member:** Councillor Graham Jones – Leader of Council

## West Berkshire Council Forward Plan – December 2009 to March 2010

Resolved that the West Berkshire Council Forward Plan for December 2009 to March 2010 and its subsequent publication be approved, subject to the following amendments:

- (1) the addition of a report relating to “Representative on Outside Bodies – South East Reserve Forces and Cadet Association” (ID1964) to be taken as an Individual Decision on 10 December 2009;
  - (2) the addition of a report relating to “Developer Contributions – Annual Price Revisions and Amendments to Topic Papers” (EX1966) to be discussed at the Executive meeting on 18 February 2009;
  - (3) the addition of a report relating to “Annual Treasury Strategy 2010/11” (C1965) to be discussed at the Council meeting on 4 March 2010.
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**Individual Decision No:** ID1945

**Portfolio Member:** Councillor Barbara Alexander – Children and Young People

## Consultation on School Admission Arrangements for 2011-12

Resolved that the consultation on School Admission Arrangements for 2011-12 be approved subject to the following amendment on page 40 of the report (Appendix D):

- Pre-Panel Discussion Group will establish the extent of reports and consultation to be undertaken prior to consideration by the Pupil Placement Panel. Reports/consultation will be obtained from:
    1. Parents or Carers (~~Robin Douglas in case of LAG~~) (LAC Service Education Manager)
    2. All schools involved – previously/currently attended and preferred by parents
    3. Education Welfare Officer
    4. Social Worker if applicable
    5. Professionals if applicable (EPS, BST, FRT)
    6. Admissions Officers
    7. SEN Officers
    8. Other LAs if applicable
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*These decisions are eligible to be ‘called-in’. However, if the decisions have not been ‘called-in’ by 5.00pm on 20 November 2009, then they will be implemented.*

**If you have any queries regarding this decision, please contact:**

**Moira Fraser, Democratic Services Manager on Ext 2045**

**e-mail: [mfraser@westberks.gov.uk](mailto:mfraser@westberks.gov.uk)**

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# West Berkshire Council Forward Plan – December 2009 to March 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>DECEMBER 2009</b> |   |               |               |                           |                          |                              |         |                       |  |                        |                  |
| ID1766               | <b>Adoption of Parish Plans</b><br><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><br><i>To approve Village Design Statements.</i>                                      | ID            | 01/12/09      | Chief Executive           | Paula Amorelli (2233)    | Councillor Alan Law          |         | TBC                   |  |                        | 01 December 2009 |
| ID1936               | <b>Private Sector Housing Policy</b><br><i>To present the review of the Private Sector Housing Renewal Policy for adoption.</i>   | ID            | 01/12/09      | Community Services        | Mel Brain, Alison Reilly | Councillor Alan Law          |         | TBC                   | Head of Housing and Performance, Principal Environmental Health Officer, Principal Civil Contingencies Officer, Group Accountant |                        | 01 December 2009 |
| ID1937               | <b>Museum Acquisition and Disposal Policy</b>   | ID            | 01/12/09      | Community Services        | Steph Gillett            | Councillor Pamela Bale       |         | TBC                   |  |                        | 01 December 2009 |
| ID1958               | <b>Local Development Framework Annual Monitoring Report 2009</b><br><i>To agree the Annual Monitoring Report for publication.</i> | ID            | 01/12/09      | Environment               | Caroline Peddie (2478)   | Councillor Alan Law          |         | TBC                   |  | Not subject to call in | 01 December 2009 |
| ID1729 (A)           | <b>Workforce Strategy 2009-2011</b><br><i>To agree the strategy following call-in.</i>  | ID            | 01/12/09      | Chief Executive           | Robert O'Reilly (2358)   | Councillor Anthony Stansfeld |         | 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 |
| ID1950               | <b>Review of Secondary Hearing Impaired Provision</b>   | ID            | 01/12/09      | Children and Young People | Jane Seymour             | Councillor Barbara Alexander |         | TBC                   |  |                        | 01 December 2009 |

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# West Berkshire Council Forward Plan – December 2009 to March 2010

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| ID1947    | <b>West Berkshire District Council (Various Roads, Chieveley, Cold Ash, Hermitage and Shaw cum Donnington) (30mph, 40mph and 50mph Speed Limit) Order</b><br><i>To consider objections to a proposed Traffic Regulation Order</i> | ID            | 03/12/09      | Environment     | Andrew Garratt (2491) | Councillor David Betts       |         | 26/11/09              |                    |                        | 01 December 2009 |
| ID1949    | <b>Brimpton Common Traffic Flow</b><br><i>To respond to a petition that has been submitted to the Council.</i>  | ID            | 03/12/09      | Environment     | Andrew Garratt (2491) | Councillor David Betts       |         | 26/11/09              |                    |                        | 01 December 2009 |
| ID1951    | <b>West Berkshire District Council (Various Roads, Bagnor) (30mph Speed Limit) Order</b><br><i>To consider objections to a proposed Traffic Regulation Order</i>  | ID            | 03/12/09      | Environment     | Neil Stacey           | Councillor David Betts       |         | 26/11/09              |                    |                        | 01 December 2009 |
| ID1955    | <b>Chesterfield Road area, Newbury - Parking Review 2009</b><br><i>To consider objections to statutory consultation of Traffic Regulation Order.</i>  | ID            | 03/12/09      | Environment     | Andrew Garratt (2491) | Councillor David Betts       |         | 26/11/09              | Local Ward Members |                        | 01 December 2009 |
| ID1956    | <b>Hungerford - Parking Review 2009</b><br><i>To consider objections to statutory consultation of Traffic Regulation Order.</i>   | ID            | 03/12/09      | Environment     | Andrew Garratt (2491) | Councillor David Betts       |         | 26/11/09              | Local Ward Members |                        | 01 December 2009 |
| ID1964    | <b>Representative on Outside Bodies – South East Reserve Forces and Cadet Association</b>   | ID            | 10/12/09      | Chief Executive | Moira Fraser (2045)   | Councillor Graham Jones      |         | 03/12/09              |                    |                        | 01 December 2009 |
| ID1765    | <b>West Berkshire Forward Plan - January 2010 to April 2010</b><br><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 |
| EX        | <b>Senior Management Review</b><br><i>(Paragraph 1 – information relating to an individual)</i><br><i>(Paragraph 2 – information which is likely to reveal the identity of an individual)</i>                                     | EX            | 10/12/09 EX   | Chief Executive | Nick Carter           | Councillor Anthony Stansfeld | Yes     | 07/12/09              |                    | Part II Item           | 01 December 2009 |

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# West Berkshire Council Forward Plan – December 2009 to March 2010

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| C1806               | Junior Citizen of the Year Award 2009   | C             | 10/12/09 C    | Chief Executive | Jo Watt               | Councillor Geoff Findlay |         | 02/12/09              |  |       | 01 December 2009 |
| C1807               | 2010/11 West Berkshire Timetable of Public Meetings                                       | C             | 10/12/09 C    | Chief Executive | Moira Fraser          | Councillor Graham Jones  |         | 02/12/09              | Corporate Board, Heads of Service, Group Support Officers  |       | 01 December 2009 |
| C1952               | Gambling Act 2005 - Policy Statement<br><i>Required by Law under Section 1 of the Act</i> | C             | 10/12/09 C    | Environment     | Brian Leahy           | Councillor Hilary Cole   |         | 02/12/09              | Police, persons representing the interests of gambling businesses and persons representing the interests of persons who are likely to be affected by the exercise of the authority's functions under the Act |       | 01 December 2009 |
| <b>JANUARY 2010</b> |   |               |               |                 |                       |                          |         |                       |  |       |                  |
| ID1769              | Adoption of Parish Plans<br><i>To adopt Parish Plans.</i>                                 | ID            | 01/01/10      | Chief Executive | Carole Ruse           | Councillor Pamela Bale   |         | TBC                   |  |       | 01 January 2010  |
| ID1770              | Approval of Village Design Statements<br><i>To approve Village Design Statements.</i>     | ID            | 01/01/10      | Chief Executive | Paula Amorelli (2233) | Councillor Alan Law      |         | TBC                   |  |       | 01 January 2010  |

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| ID1732    | <b>Appointment to SACRE</b><br><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 |
| ID1768    | <b>West Berkshire Forward Plan - February 2010 to May 2010</b><br><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 |
| GAC1902   | <b>Q2 of 2009/10 Internal Audit Report</b><br><i>To outline the outcomes of Internal Audit work for the second quarter of 2009-10.</i>   | GA            | 05/01/10 GA   | Chief Executive           | Ian Priestley           | Councillor Anthony Stansfeld |         | 23/12/09              | Corporate Board, External Auditors |                        | 01 January 2010 |
| GAC1907   | <b>Strategic Risk Register Q2</b>  | GA            | 05/01/10 GA   | Chief Executive           | Charles Morris          | Councillor Anthony Stansfeld |         | 23/12/09              | Corporate Board, External Auditors |                        | 01 January 2010 |
| EX1927    | <b>London Road Industrial Estate, Newbury - Development Proposals</b><br><i>(Paragraph 3 - information relating to financial/business affairs of particular person)</i><br><br><i>(Paragraph 6 - information relating to proposed action to be taken by the Local Authority)</i> | EX            | 14/01/10 EX   | Chief Executive           | Les Gaulton             | Councillor Alan Law          | Yes     | 07/01/10              |                                    | Part II item           | 01 January 2010 |
| EX1948    | <b>Berkshire Cluster Minor Works Framework Agreement</b><br><i>Approval of Lead Authority Status to enter into a four year construction framework agreement</i>  | EX            | 14/01/10 EX   | Chief Executive           | Andy Green, Tom Herring | Councillor Anthony Stansfeld |         | 07/01/10              |                                    |                        | 01 January 2010 |
| EX1802    | <b>Establishment Report Q2 2009/2010</b><br><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 |         | 07/01/10              |                                    |                        | 01 January 2010 |

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| EX1742    | <b>Level One Performance Monitoring - Q2 of 2009/10</b><br><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 |         | 07/01/10                        |              |       | 01 January 2010 |
| EX1803    | <b>Setting of Council Taxbase for 2010/11</b><br><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    |         | 07/01/10                        |              |       | 01 January 2010 |
| EX1944    | <b>Adults Social Care Complaints</b><br><i>To approve the annual report</i>  | EX            | 14/01/10 EX               | Community Services | Mary Page                       | Councillor Joe Mooney        |         | 07/01/10                        |              |       | 01 January 2010 |
| EX1928    | <b>Results of the Employee Attitude Survey 2009</b>  | EX            | 14/01/10 EX               | Chief Executive    | Kate Toone/<br>Robert O' Reilly | Councillor Anthony Stansfeld |         | 07/01/10                        |              |       | 01 January 2010 |
| C1887     | <b>Proposed Changes to the Contract Rules of Procedure</b><br><i>To amend the Constitution in line with best practice</i>  | C             | 05/01/10 GA<br>21/01/10 C | Chief Executive    | Tom Herring                     | Councillor Graham Jones      |         | 23/12/09<br>GA<br>14/01/10<br>C |              |       | 01 January 2010 |
| C1886     | <b>Amendments to the Constitution - Scheme of Delegation</b><br><i>To include Part 10 of the Town and Country Planning Act to the Head of Planning and Trading Standards</i>                 | C             | 05/01/10 GA<br>21/01/10 C | Chief Executive    | Moira Fraser,<br>Elaine Cox     | Councillor Graham Jones      |         | 23/12/09<br>GA<br>14/01/10<br>C |              |       | 01 January 2010 |
| C1946     | <b>West Berkshire Council Core Strategy</b><br><i>To approve the Core Strategy for Consultation</i>  | C             | 21/01/10                  | Environment        | Liz Alexander                   | Councillor Alan Law          |         | 14/01/10                        |              |       | 01 January 2010 |

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| <b>FEBRUARY 2010</b> |   |               |               |                           |                       |                              |         |                       |   |                        |                  |
| ID1772               | <b>Adoption of Parish Plans</b><br><i>To adopt Parish Plans.</i>  | ID            | 01/02/10      | Chief Executive           | Carole Ruse           | Councillor Pamela Bale       |         | TBC                   |   |                        | 01 February 2010 |
| ID1773               | <b>Approval of Village Design Statements</b><br><i>To approve Village Design Statements.</i>  | ID            | 01/02/10      | Chief Executive           | Paula Amorelli (2233) | Councillor Alan Law          |         | TBC                   |   |                        | 01 February 2010 |
| ID1771               | <b>West Berkshire Forward Plan - March 2010 to June 2010</b><br><i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>                                   | ID            | 11/02/10      | Chief Executive           | Moira Fraser (2045)   | Councillor Graham Jones      |         | 04/02/10              |   | Not subject to call in | 01 February 2010 |
| ID1957               | <b>Speed Limit Review - December 2009</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            | 15/02/10      | Environment               | Andrew Garratt (2491) | Councillor David Betts       |         | 08/02/10              | Local Ward Members  |                        | 01 February 2010 |
| EX1922               | <b>Housing Vision 2009-2014</b><br><i>To seek adoption of the new Housing Vision 2009-2014</i>  | EX            | 18/02/10 EX   | Community Services        | Mel Brain (2403)      | Councillor Alan Law          |         | 11/02/10              | Developers, RSLs, Supported Housing Providers, residents. |                        | 01 February 2010 |
| EX1938               | <b>West Berkshire Council Admission Arrangements 2011-12</b><br><i>To seek determination of Admission Arrangements 2011-12 and Co-ordinated Schemes for WB Community and Voluntary Controlled Schools</i> | EX            | 18/02/10 EX   | Children and Young People | Malcolm Berry         | Councillor Barbara Alexander |         | 11/02/10              |   |                        | 01 February 2010 |
| EX1966               | <b>Developer Contributions – Annual Price Revisions and Amendments to Topic Papers</b>  | EX            | 18/02/09      | Environment               |                       | Councillor Alan Law          |         | 11/02/10              |   |                        | 01 February 2010 |

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| EX                | <b>TEB</b><br><i>Approve MTFs/Budget papers and recommend to Council</i>  | EX            | 18/02/10 EX<br>04/03/10 C | Chief Executive | Andy Walker           | Councillor Keith Chopping    |         | 11/02/10              |                                    |                        | 01 February 2010 |
| <b>MARCH 2010</b> |   |               |                           |                 |                       |                              |         |                       |                                    |                        |                  |
| OSMC              | <b>Flooding Update Report</b>   | OSMC          | 02/03/10                  | Environment     | Carolyn Murison       | Councillor Hilary Cole       |         | 23/02/10              |                                    |                        | 01 March 2010    |
| ID1775            | <b>Adoption of Parish Plans</b><br><i>To adopt Parish Plans.</i>  | ID            | 01/03/10                  | Chief Executive | Carole Ruse           | Councillor Pamela Bale       |         | TBC                   |                                    |                        | 01 March 2010    |
| ID1776            | <b>Approval of Village Design Statements</b><br><i>To approve Village Design Statements.</i>  | ID            | 01/03/10                  | Chief Executive | Paula Amorelli (2233) | Councillor Alan Law          |         | TBC                   |                                    |                        | 01 March 2010    |
| ID1774            | <b>West Berkshire Forward Plan - April 2010 to July 2010</b><br><i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i> | ID            | 11/03/10                  | Chief Executive | Moira Fraser (2045)   | Councillor Graham Jones      |         | 04/03/10              |                                    | Not subject to call in | 01 March 2010    |
| GAC1904           | <b>Internal Audit Strategy and Work Plan</b>  | GA            | 29/03/10 GA               | Chief Executive | Ian Priestley         | Councillor Anthony Stansfeld |         | 22/03/10              | Corporate Board, External Auditors |                        | 01 March 2010    |
| GAC1905           | <b>Anti Fraud Strategy</b><br><i>To put in place an Anti Fraud Strategy for the Council that meets best practice.</i>   | GA            | 29/03/10 GA               | Chief Executive | Ian Priestley         | Councillor Keith Chopping    |         | 22/03/10              | Corporate Board, External Auditors |                        | 01 March 2010    |
| GAC1903           | <b>Q3 of 2009/10 Internal Audit Report</b><br><i>To outline the outcomes of Internal Audit work for the third quarter of 2009-10.</i>                                   | GA            | 29/03/10 GA               | Chief Executive | Ian Priestley         | Councillor Anthony Stansfeld |         | 22/03/10              | Corporate Board, External Auditors |                        | 01 March 2010    |
| GAC1908           | <b>Strategic Risk Register Q3</b>   | GA            | 29/03/10 GA               | Chief Executive | Charles Morris        | Councillor Anthony Stansfeld |         | 22/03/10              | Corporate Board, External Auditors |                        | 01 March 2010    |

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| EX1924    | <b>Establishment Report Quarter 3 2009/10</b><br><i>To report on changes to the Council's establishment over the third quarter of 2009/10</i>   | EX            | 25/03/10 EX               | Chief Executive | Robert O'Reilly (2358)         | Portfolio Holder for Strategy and Performance |         | 18/03/10                  |              |       | 01 March 2010  |
| EX1743    | <b>Level One Performance Monitoring - Q3 of 2009/10</b><br><i>To outline performance levels across the Council and to consider, where appropriate, the remedial action that is required.</i>  | EX            | 25/03/10 EX               | Chief Executive | Jason Teal                     | Portfolio Holder for Strategy and Performance |         | 18/03/10                  |              |       | 01 March 2010  |
| EX1849    | <b>Budget Monitoring 2009/10 - Q3</b>   | EX            | 25/03/10 EX               | Chief Executive | Joseph Holmes                  | Councillor Keith Chopping                     |         | 18/03/10                  |              |       | 01 March 2010  |
| EX1852    | <b>Capital Programme Monitoring 2009/10 - Q3</b>  | EX            | 25/03/10 EX               | Chief Executive | Simon Freeman                  | Councillor Keith Chopping                     |         | 18/03/10                  |              |       | 01 March 2010  |
| C1803     | <b>Delivering West Berkshire's Priorities. A Medium Term Financial Strategy 20010/11 - 2012/13 and Future Years</b><br><i>To refresh the MTFS.</i>  | C             | 18/02/10 EX<br>04/03/10 C | Chief Executive | Andy Walker                    | Councillor Keith Chopping                     |         | 11/02/10 EX<br>25/02/10 C |              |       | 01 March 2010  |
| C1809     | <b>Delivering West Berkshire's Priorities. A Medium Term Financial Strategy 20010/11 - 2012/13 and Future Years</b><br><i>To refresh the MTFS.</i>  | C             | 14/01/10 EX<br>04/03/10 C | Chief Executive | Andy Walker                    | Councillor Keith Chopping                     |         | 07/01/10 EX<br>25/02/10 C |              |       | 01 March 2010  |
| C1890     | <b>Revisions to the Code of Conduct</b><br><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             | 22/02/10 GA<br>04/03/10 C | Chief Executive | Moira Fraser/<br>David Holling | Councillor Graham Jones                       |         | 15/02/10 GA<br>25/02/10 C |              |       | 01 March 2010  |

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| C =         | Council                              |
| GA =        | Governance & Audit Committee         |

# West Berkshire Council Forward Plan – December 2009 to March 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 |
|-----------|----------------------------------|---------------|---------------|-----------------|--------------------|---------------------------|---------|-----------------------|--------------|-------|----------------|
| C1965     | Annual Treasury Strategy 2010/11 | C             | 04/03/10      | Chief Executive | Andy Walker        | Councillor Keith Chopping |         | 25/01/10              |              |       | 01 March 2010  |
| C         | Capital Strategy and Programme   | C             | 04/03/10      | Environment     | John Ashworth      | Councillor Keith Chopping |         | 25/02/10              |              |       | 01 March 2010  |
| C         | Revenue Budget 2010-11           | C             | 04/03/10      | Chief Executive | Andy Walker        | Councillor Keith Chopping |         | 25/02/10              |              |       | 01 March 2010  |

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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