

# Summary of Individual Executive Member Decision taken on 17 December 2009

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**Individual Decision No:** ID1765

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

## West Berkshire Council Forward Plan – January to April 2010

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

- (1) the addition of a report relating to “Temporary Heritage and Tourism Service Image Reproduction Fees” (ID1994) to be taken as an Individual Decision in January 2010;
- (2) the addition of a report relating to “Change to the Constitution – Speaking Rights for Ward Members at Planning Meetings” (C1997) to be discussed at the Council meeting on 21 January 2010;
- (3) the addition of a report relating to “Safeguarding Development” (EX1998) to be discussed at the Executive meeting on 18 February 2010.

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*This decision is not subject to call in; therefore it will be implemented immediately.*

**If you have any queries regarding this decision, please contact:**  
**Moir Fraser, Democratic Services Manager on Ext 2045**  
**e-mail: [mfraser@westberks.gov.uk](mailto:mfraser@westberks.gov.uk)**

# West Berkshire Council Forward Plan – January to April 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>JANUARY 2010</b> |  |               |               |                           |                       |                              |         |                       |                                    |                        |                 |
| ID1769              | <b>Adoption of Parish Plans</b><br><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><br><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><br><i>To appoint a representative to SACRE.</i>  | ID            | 01/01/10      | Children and Young People | Moira Fraser (2045)   | Councillor Barbara Alexander |         | TBC                   |                                    |                        | 01 January 2010 |
| ID1994              | <b>Temporary Heritage and Tourism Service Image Reproduction Fees</b><br><i>To propose temporary museum image reproduction fees for local non-profit making organisations pending budget setting for 2010-11.</i>  | ID            | 01/01/10      | Community Services        | Steph Gillett (2231)  | Councillor Pamela Cole       |         | 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 |
| EX1927              | <b>London Road Industrial Estate, Newbury - Development Proposals</b><br>(Paragraph 3 - information relating to financial/business affairs of particular person)<br>(Paragraph 6 - information relating to proposed action to be taken by the Local Authority) | EX            | 14/01/10 EX   | Chief Executive           | Les Gaulton           | Councillor Alan Law          | Yes     | 07/01/10              |                                    | Part II item           | 01 January 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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| 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 |
| EX1742    | <b>Council Plan Outcomes - 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 |
| EX1928    | <b>Results of the Employee Attitude Survey 2009</b>   | EX            | 14/01/10 EX               | Chief Executive | Kate Toone/ Robert O' Reilly | Councillor Anthony Stansfeld |         | 07/01/10                  |              |       | 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 |
| 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 GA<br>14/01/10 C |              |       | 01 January 2010 |
| C1997     | <b>Change to the Constitution – Speaking Rights for Ward Members at Planning Meetings</b>   | C             | 21/01/10 C                | Chief Executive | Moira Fraser                 | Councillor Graham Jones      |         | 14/01/10                  |              |       | 01 January 2010 |

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# West Berkshire Council Forward Plan – January to April 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 |
| GAC1907              | <b>Strategic Risk Register Q2</b>   | GA            | 22/2/10 GA    | Chief Executive           | Charles Morris        | Councillor Anthony Stansfeld |         | 12/02/10              | Corporate Board, External Auditors |                        | 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 |
| EX1944               | <b>Community Care (Adult Social Care) Compliments and Complaints Report</b><br><i>To approve the annual report</i>  | EX            | 18/02/10 EX   | Community Services        | Mary Page             | Councillor Joe Mooney        |         | 11/02/10              |                                    |                        | 01 February 2010 |

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| EX1998            | <b>Safeguarding Development</b><br><i>To seek agreement around appropriate safeguards for protecting Council investment.</i>  | EX            | 18/02/10 EX               | Community Services | Tandra Forster        | Councillor Joe Mooney        |         | 11/02/10                        |                                    |                        | 01 February 2010 |
| TBC               | <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<br>EX<br>25/02/10<br>C |                                    |                        | 01 February 2010 |
| <b>MARCH 2010</b> |   |               |                           |                    |                       |                              |         |                                 |                                    |                        |                  |
| 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    |
| -                 | <b>Flooding Update Report</b>   | OSMC          | 02/03/10                  | Environment        | Carolyn Murison       | Councillor Hilary Cole       |         | 23/02/10                        |                                    |                        | 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    |
| 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    |

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| 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  |
| 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)     | Councillor Anthony Stansfeld |         | 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                 | Councillor Anthony Stansfeld |         | 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  |
| C1809     | <b>Delivering West Berkshire's Priorities. A Medium Term Financial Strategy 2010/11 - 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  |
| 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             | 22/02/10 GA<br>04/03/10 C | Chief Executive | Moira Fraser, Elaine Cox   | Councillor Graham Jones      |         | 15/02/10 GA<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/David Holling | Councillor Graham Jones      |         | 15/02/10 GA<br>25/02/10 C |                                    |       | 01 March 2010  |

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| C1959             | Capital Strategy and Programme  | C             | 04/03/10 C    | Environment        | John Ashworth         | Councillor Keith Chopping |         | 25/02/10<br>C         |   |                        | 01 March 2010  |
| C1960             | Revenue Budget 2010-11  | C             | 04/03/10 C    | Chief Executive    | Andy Walker           | Councillor Keith Chopping |         | 25/02/10<br>C         |   |                        | 01 March 2010  |
| <b>APRIL 2010</b> |   |               |               |                    |                       |                           |         |                       |   |                        |                |
| ID1778            | <b>Adoption of Parish Plans</b><br><i>To adopt Parish Plans.</i>  | ID            | 01/04/10      | Chief Executive    | Carole Ruse           | Councillor Pamela Bale    |         | TBC                   |   |                        | 01 April 2010  |
| ID1779            | <b>Approval of Village Design Statements</b><br><i>To approve Village Design Statements.</i>  | ID            | 01/04/10      | Chief Executive    | Paula Amorelli (2233) | Councillor Alan Law       |         | TBC                   |   |                        | 01 April 2010  |
| ID1777            | <b>West Berkshire Forward Plan - May 2010 to August 2010</b><br><i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i> | ID            | 15/04/10      | Chief Executive    | Moira Fraser (2045)   | Councillor Graham Jones   |         | 08/04/10              |   | Not subject to call in | 01 April 2010  |
| EX1922            | <b>Housing Vision 2009-2014</b><br><b>To seek adoption of the new Housing Vision 2009-2014</b>  | EX            | 13/05/10 EX   | Community Services | Mel Brain (2403)      | Councillor Alan Law       |         | 06/05/10              | Developers, RSLs, Supported Housing Providers, residents. |                        | 01 April 2010  |

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