

# Summary of Individual Executive Member Decision taken on 11 February 2010

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**Individual Decision No:** ID1771

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

## West Berkshire Council Forward Plan – March to June 2010

Resolved that the West Berkshire Council Forward Plan for March to June 1020 and its subsequent publication be approved, subject to the following amendments:

- (1) the addition of a report relating to “Completion of Cultural Services Post Inspection Action Plan” (ID2022) to be taken as an Individual Decision on 25 March 2010;
- (2) the addition of a report relating to “Creation of the West Berkshire Quantity Surveying and Project Management Framework” (EX2023) to be discussed at the Executive meeting on 25 March 2010;
- (3) the addition of a report relating to “Parking Review – Various Villages” (ID2024) to be taken as an Individual Decision on 6 April 2010;
- (4) the addition of a report relating to “Thatcham Parking Review” (ID2025) to be taken as an Individual Decision on 6 April 2010.

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

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

# West Berkshire Council Forward Plan – March 2010 to June 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>MARCH 2010</b>											
ID1775	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/03/10	Chief Executive	Jo Naylor	Councillor Pamela Bale		TBC			01 March 2010
ID1776	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/03/10	Chief Executive	Paula Amorelli (2233)	Councillor Alan Law		TBC			01 March 2010
ID1976	<b>West Berkshire District Council, Rectory Road, Streatley, 30mph Speed Limit Order 2010</b> <i>To consider objections to proposed extension of a 30mph speed limit</i>	ID	01/03/10	Environment	Andrew Garratt	Councillor David Betts		TBC	Statutory consultees, general public, Parish Council and Ward Members		01 March 2010
ID2006	<b>Petition - Speeding Traffic along A340 Tidmarsh Road, Pangbourne</b> <i>To respond to a petition that has been submitted to the Council</i>	ID	01/03/10	Environment	Andrew Garratt	Councillor David Betts		TBC	Local Ward Member		01 March 2010
ID2020	<b>Rights of Way Improvement Plan</b> <i>To request approval of the final Rights of Way Improvement Plan</i>	ID	01/03/10	Environment	Elaine Cox	Councillor Hilary Cole		TBC	Extensive statutory public consultation has already taken place in order to produce the Rights of Way Improvement Plan, both pre-draft stage and post-draft stage		01 March 2010
ID1969	<b>West Berkshire Council Domestic Abuse Policy</b> <i>To request that Executive sign off the West Berkshire Council Domestic Abuse policy</i>	ID	04/03/10 26/02/10 PC	Chief Executive	Rachel Craggs	Councillor Graham Pask		25/02/10	Member of the Domestic Abuse Forum and Safer Communities Partnership Strategy Group		01 March 2010

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ID1774	<b>West Berkshire Forward Plan - April 2010 to July 2010</b> <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
ID1996	<b>Variation to current Gating Order at Speen Lodge Court</b> <i>Obtain agreement for a proposed variation to a gating order at Speen Lodge Court</i>	ID	16/03/10	Chief Executive	Alex O'Connor	Councillor David Betts		09/03/10			01 March 2010
ID2004	<b>Harts Hill Road/Vincent Road, Thatcham - Zebra Crossing Investigation</b> <i>To report the results of a consultation and detailed design of the removal of the existing traffic calming feature and replacement with a zebra crossing on Harts Hill Road at its junction with Vincent Road.</i>	ID	18/03/10	Environment	Jon Winstanley	Councillor David Betts		11/03/10	Local ward members, Schools, Thatcham Town Council,		01 March 2010
ID2002	<b>Proposed 18 Tonne Weight Restriction, Streatley</b> <i>To report objections to the proposed restriction to the Executive Councillor for Highways and Transport</i>	ID	22/03/10	Environment	Andrew Garratt	Councillor David Betts		16/03/10	Statutory consultees, general public, Parish Council and Ward members		01 March 2010
ID2022	<b>Completion of Cultural Services Post Inspection Action Plan</b> <i>To confirm that the actions contained in the Cultural Services Post Inspection Action Plan have been completed and that further improvement work will now be contained within annual service plans.</i>	ID	25/03/10	Community Services	David Appleton	Councillor Pamela Bale		18/03/10			
ID	<b>Driver and Fleet Management Policy and Procedure</b>	ID	TBC	Chief Executive	Ian Priestley	Councillor David Betts		TBC			01 March 2010

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GAC1904	Internal Audit Strategy and Work Plan	GA	29/03/10 GA	Chief Executive	Ian Priestley	Councillor Anthony Stansfeld		22/03/10	Corporate Board, External Auditors		01 March 2010
GAC1903	<b>Q3 of 2009/10 Internal Audit Report</b> <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	Strategic Risk Register Q3	GA	29/03/10 GA	Chief Executive	Charles Morris	Councillor Anthony Stansfeld		22/03/10	Corporate Board, External Auditors		01 March 2010
GAC2014	KPMG Audit Plan	GA	29/03/10 GA	Chief Executive	Joseph Holmes	Councillor Keith Chopping		19/03/10			01 March 2010
EX1939	Response to Scrutiny Review into the Handling of Commercial Waste	EX	25/03/10 EX	Environment	Andy Deacon	Councillor Hialry Cole		18/03/10			01 March 2010
EX1924	<b>Establishment Report Quarter 3 2009/10</b> <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> <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	Budget Monitoring 2009/10 - Q3	EX	25/03/10 EX	Chief Executive	Joseph Holmes	Councillor Keith Chopping		18/03/10			01 March 2010
EX1852	Capital Programme Monitoring 2009/10 - Q3	EX	25/03/10 EX	Chief Executive	Simon Freeman	Councillor Keith Chopping		18/03/10			01 March 2010

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EX1991	<b>Traffic Management and Road Safety Programme 2010/11</b> <i>To advise Members of the Traffic Management and Road Safety Works Programme for 2010/11</i>	EX	25/03/10 EX	Environment	Andrew Garratt	Councillor David Betts		18/03/10			01 March 2010
EX2005	<b>Waste Management Task Group Terms of Reference</b> <i>To seek approval to amend the terms of reference of the Waste Management Task Group</i>	EX	25/03/10 EX	Environment	Andrew Deacon	Councillor Hilary Cole		18/03/10	Internal Officers and Members		01 March 2010
EX2012	<b>St Finian's Catholic (VA) Primary School (Paragraph 6 - information relating to proposed action to be taken by the Local Authority)</b> <i>To seek authority to purchase the land required to relocate St Finian's Roman Catholic Voluntary Aided Primary School</i>	EX	25/03/10 EX	Children and Young People	Mark Lewis	Councillor Barbara Alexander	Yes	18/03/10	Strategy board meetings with the school and Governors.	Part II item	01 March 2010
EX2018	<b>St. Finian's Catholic (VA) Primary School</b> <i>To seek authority to purchase the land required to relocate St. Finian's Roman Catholic Voluntary Aided Primary School</i>	EX	25/03/10 EX	Children and Young People	Mark Lewis	Councillor Barbara Alexander		18/03/10			01 March 2010
EX2023	<b>Creation of the West Berkshire Quantity Surveying and Project Management Framework</b> (Paragraph ? - ???) <i>To seek Council approval to create the Framework and begin commissioning work via the Framework.</i>	EX	25/03/10 EX	Chief Executive	Bill Bagnell	Councillor Anthony Stansfeld	Yes	18/03/10		Part II item Not subject to call-in	
C1809	<b>Delivering West Berkshire's Priorities. A Medium Term Financial Strategy 2010/11 - 2012/13 and Future Years</b> <i>To refresh the MTFS.</i>	C	18/02/10 EX 04/03/10 C	Chief Executive	Andy Walker	Councillor Keith Chopping		11/02/10 EX 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 C			01 March 2010
C1960	Revenue Budget 2010-11	C	04/03/10 C	Chief Executive	Andy Walker	Councillor Keith Chopping		25/02/10 C			01 March 2010
C1962	West Berkshire Council Plan 2010/11 <i>To agree the substantive elements of the key performance indicators and activities the Council will commit itself to within the 2010 edition of the Council Plan</i>	C	04/03/10 C	Chief Executive	Andy Day	Councillor Graham Jones		25/02/10 C			01 March 2010
C1960	Council Revenue Budget 2010/11 <i>To approve the Council's revenue budget for 2010/11</i>	C	18/02/10 EX 04/03/10 C	Chief Executive	Andy Walker	Councillor Keith Chopping		11/02/10 EX 25/02/10 C	Unions/ businesses		01 March 2010
C1959	Capital Strategy and Programme 2010-2015 <i>To approve the Council's capital strategy and programme 2010-15</i>	C	18/02/10 EX 04/03/10 C	Chief Executive	Andy Walker	Councillor Keith Chopping		11/02/10 EX 25/02/10 C	Unions/ businesses		01 March 2010
C1971	Local Government Act 2003 - Borrowing Limits and Annual Investment Strategy 2010/11 <i>To summarise the Council's borrowing limits as set out by CIPFA's Prudential Code, and recommends the Annual Investment Strategy for the coming year</i>	C	18/02/10 EX 04/03/10 C	Chief Executive	Andy Walker	Councillor Keith Chopping		11/02/10 EX 25/02/10 C	Unions/ businesses		01 March 2010
C1990	Formalising Annual Pay Award Arrangements <i>To set out the formal delegated authority to accept or deviate from the national NJC pay award (affecting nearly all non-teaching staff)</i>	C	22/02/10 GA 04/03/10 C	Chief Executive	Robert O'Reilly	Councillor Anthony Stansfeld		15/02/10 GA 25/02/10 C			01 March 2010

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C	Implementing Local Pay Award	C	22/02/10 GA 04/03/10 C	Chief Executive	Robert O'Reilly	Councillor Anthony Stansfeld		15/02/10 GA 25/02/10 C			01 March 2010
<b>APRIL 2010</b>											
ID1778	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/04/10	Chief Executive	Jo Naylor	Councillor Pamela Bale		TBC			01 April 2010
ID1779	<b>Approval of Village Design Statements</b> <i>To approve Village Design Statements.</i>	ID	01/04/10	Chief Executive	Paula Amorelli (2233)	Councillor Alan Law		TBC			01 April 2010
ID2007	<b>The Avenue and Orchard Road, Mortimer - 20mph Speed Limit</b> <i>To consider the responses received during statutory consultation</i>	ID	06/04/10	Environment	Andrew Garratt	Councillor David Betts		30/03/10	Statutory consultees, general public, Parish Council and Ward members		01 April 2010
ID2008	<b>Stanford Dingley - 30mph Speed Limit</b> <i>To consider the responses received during statutory consultation</i>	ID	06/04/10	Environment	Andrew Garratt	Councillor David Betts		30/03/10	Statutory consultees, general public, Parish Council and Ward members		01 April 2010
ID2024	<b>Parking Review – Various Villages</b> <i>To consider the responses received during statutory consultation.</i>	ID	06/04/10	Environment	Andrew Garratt	Councillor David Betts		30/03/10	Statutory consultees, general public, Parish Council and Ward members		

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ID2025	<b>Thatcham Parking Review</b> <i>To consider the responses received during statutory consultation.</i>	ID	06/04/10	Environment	Andrew Garratt	Councillor David Betts		30/03/10	Statutory consultees, general public, Parish Council and Ward members		
ID1777	<b>West Berkshire Forward Plan - May 2010 to August 2010</b> <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
<b>MAY 2010</b>											
EX1922	<b>Housing Vision 2009-2014</b> <i>To seek adoption of the new Housing Vision 2009-2014</i>	EX	13/05/10 EX	Community Services	Mel Brain (2403)	Councillor Alan Law		06/05/10 EX	Developers, RSLs, Supported Housing Providers, residents.		01 May 2010
EX2017	<b>Asset Management Plan</b> <i>To seek approval to the West Berkshire Council's Asset Management Plan</i>	EX	13/05/10 EX	Chief Executive	Amanda Dennis	Councillor Alan Law		06/05/10 EX	Heads of Service		01 May 2010
EX1834	<b>Annual Employment Report 2009/10 including Establishment Report - Q4</b> <i>To report on the Council's workforce trends for the year ended 31 March 2010. To report on changes to the WBC Establishment in Quarter 4 2009/10.</i>	EX	13/05/10 EX	Chief Executive	Rob O'Reilly (2358)	Councillor Anthony Stansfeld		06/05/10 EX			01 May 2010
C1992	<b>Model Protocol for Members Serving on Outside Bodies</b> <i>To agree to the adoption of a protocol for Members representing the Council on Outside Bodies</i>	C	11/05/10 C	Chief Executive	Moira Fraser	Councillor Graham Jones		30/04/10			01 May 2010

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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	11/05/10 C	Chief Executive	Moira Fraser, Elaine Cox	Councillor Graham Jones		30/04/10			01 May 2010
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	11/05/10 C	Chief Executive	Moira Fraser/ David Holling	Councillor Graham Jones		30/04/10			01 May 2010
C1885	<b>Sustainable Community Strategy Report and Update 2010/11</b> <i>For Council to adopt the Annual Report and Update on the Sustainable Community Strategy.</i>	C	11/05/10 C	Chief Executive	Mark Harris	Councillor Graham Pask		30/04/10			01 May 2010
C1880	<b>Election of Chairman for the Municipal Year 2010/11</b> <i>To elect a Chairman of the Council for the 2010/11 Municipal Year.</i>	C	11/05/10 C	Chief Executive	Moira Fraser	Councillor Graham Jones		30/04/10			01 May 2010
C1881	<b>Appointment of Vice Chairman for the 2010/11 Municipal Year</b> <i>To appoint a Vice Chairman for the 2010/11 Municipal Year.</i>	C	11/05/10 C	Chief Executive	Moira Fraser	Councillor Graham Jones		30/04/10			01 May 2010
C1882	<b>Election of Leader and Appointment of the Executive</b> <i>To elect the Executive Leader for the 2010/11 Municipal Year and to receive notification from the Executive Leader on the Members appointed to the Executive.</i>	C	11/05/10 C	Chief Executive	Moira Fraser	Councillor Graham Jones		30/04/10			01 May 2010

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C1883	<b>Standards Committee</b> <i>To receive a short presentation from the Chairman of the Standards Committee on the Committee's activity during 2009/10</i>	C	11/05/10 C	Chief Executive	Moira Fraser	Councillor Graham Jones		30/04/10			01 May 2010
C1884	<b>Appointment and Allocation of Seats on Committees</b> <i>To consider the appointment of and allocation of seats on Committees and associated bodies for the 2010/11 Municipal Year and to agree the Council's Policy Framework for 2010/11.</i>	C	11/05/10 C	Chief Executive	Moira Fraser	Councillor Graham Jones		30/04/10			01 May 2010
C1963	<b>Sustainable Community Strategy Refresh 2010/11</b> <i>To present a draft of the refresh of the Sustainable Community Strategy for 2010/11</i>	C	11/05/10 C	Chief Executive	Andy Day	Councillor Graham Jones		30/04/10			01 May 2010
C2001	<b>Member Development Programme 2010/11 - Refresh</b> <i>To make minor amendments to the agreed programme.</i>	C	MDG - 25/02/10 11/05/10 C	Chief Executive	Jo Watt	Councillor Graham Jones		30/04/10			01 May 2010
C2019	<b>Changing the Terms of Reference for the Personnel Committee</b> <i>To seek approval from full Council to extend the remit of the Personnel Committee to include the approval of new and revised Health and Safety policies and procedures</i>	C	29/03/10 GA 11/05/10 C	Chief Executive	Jane Milone	Councillor Anthony Stansfeld		22/03/10 GA 30/04/10 C	Personnel Committee		01 May 2010
<b>JUNE 2010</b>											
EX2016	<b>Provisional Outturn Report</b> <b>To update Members on the budget monitoring position</b>	EX	17/06/10 EX	Chief Executive	Joseph Holmes	Councillor Keith Chopping		09/06/10			01 June 2010

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GAC1905	<b>Anti Fraud Strategy</b> <i>To put in place an Anti Fraud Strategy for the Council that meets best practice.</i>	GA	28/06/10 GA	Chief Executive	Ian Priestley	Councillor Keith Chopping		21/06/10	Corporate Board, External Auditors		01 June 2010
GAC1984	<b>Health and Safety Q4</b>	GA	28/06/10 GA	Chief Executive	Ian Priestley	Councillor Keith Chopping		21/06/10	Corporate Board, External Auditors		01 June 2010
GAC1985	<b>Strategic Risk Register</b>	GA	28/06/10 GA	Chief Executive	Ian Priestley	Councillor Keith Chopping		21/06/10	Corporate Board, External Auditors		01 June 2010
GAC1986	<b>Internal Audit Annual Report</b>	GA	28/06/10 GA	Chief Executive	Ian Priestley	Councillor Keith Chopping		21/06/10	Corporate Board, External Auditors		01 June 2010
GAC1987	<b>Annual Heads of Service Assurance Review</b>	GA	28/06/10 GA	Chief Executive	Ian Priestley	Councillor Keith Chopping		21/06/10	Corporate Board, External Auditors		01 June 2010
GAC1988	<b>Annual Monitoring Officer re Governance Statement</b>	GA	28/06/10 GA	Chief Executive	David Holling	Councillor Keith Chopping		21/06/10	Corporate Board, External Auditors		01 June 2010
GAC1989	<b>Annual s151 Officer re Governance Statement</b>	GA	28/06/10 GA	Chief Executive	Andy Walker	Councillor Keith Chopping		21/06/10	Corporate Board, External Auditors		01 June 2010
GAC1990	<b>Annual Governance Statement</b>	GA	28/06/10 GA	Chief Executive	Ian Priestley	Councillor Keith Chopping		21/06/10	Corporate Board, External Auditors		01 June 2010
GAC2015	<b>Financial Statements</b>	GA	28/06/10 GA	Chief Executive	Joseph Holmes	Councillor Keith Chopping		21/06/10			01 June 2010

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