

# Notice of Meeting

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## **Resource Management Select Committee**

**Tuesday, 19 January 2010 at 6.30pm**

in the Chief Executives office,  
Council Offices, Market Street, Newbury

Date of despatch of Agenda: Monday 11 January 2010

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Stephen Chard, Policy Officer on (01635) 519462

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

Further information and Minutes are also available on the Council's website at [www.westberks.gov.uk](http://www.westberks.gov.uk)



**West Berkshire**  
C O U N C I L

**Agenda – Resource Management Select Committee  
to be held on 19 January 2010 (continued)**

**To:** Councillors Jeff Brooks (*Chairman*), Richard Crumly, David Goff, Gordon Lundie, David Rendel, Laszlo Zverko (*Vice-Chairman*)

**Substitutes:** Councillors David Holtby, Tony Linden, Julian Swift-Hook

**Other members and officers invited:** Robert O'Reilly (Head of Human Resources), Teresa Bell (Corporate Director – Community Services), Nick Carter (Chief Executive), Steve Broughton (Head of Property), Simon Freeman (Finance Manager)

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## Agenda Part I

	<b>Page No.</b>
1. <b>Apologies</b> To receive apologies for inability to attend the meeting (if any).	
2. <b>Minutes</b> To approve as a correct record the Minutes of the meeting of this Committee held on 24 November 2009.	1-8
3. <b>Declarations of Interest</b> To receive any Declarations of Interest from Members.	
4. <b>Actions from previous Minutes</b> <i>Purpose: To receive an update on actions following the previous Committee meeting.</i>	To follow
5. <b>Annual Employment Report/Results of the Employee Survey</b> <i>Purpose: To receive and consider the Annual Employment Report for 2008/09 and to note the results and proposed plans to address issues raised in the Employee Attitude Survey 2009.</i>	9-59
6. <b>Establishment Report Quarter 2 2009/10</b> <i>Purpose: To receive a report on the changes to the Council's Establishment over the second quarter of 2009/10.</i>	60-80
7. <b>Community Services Budget Monitoring</b> <i>Purpose: To receive an update on work within the Directorate in respect of the budget overspend.</i>	81-82
8. <b>Office Accommodation Strategy/Asset Management Plan</b> <i>Purpose: To receive an update on implementation of the Office Accommodation Strategy and to be made aware of plans to develop and implement the Asset Management Plan.</i>	83-89
9. <b>Chief Executive budget monitoring</b> <i>Purpose: To discuss the current position and ways to resolve any overspends within the budget.</i>	90-91



**Agenda – Resource Management Select Committee  
to be held on 19 January 2010 (continued)**

	<b>Page No.</b>
10. <b>2009/10 Month 7 Revenue Budget Monitoring</b> <i>Purpose: To receive an update on the latest position of the revenue budget.</i>	92-94
11. <b>2009/10 Month 7 Capital Programme Monitoring</b> <i>Purpose: To receive an update on the latest position of the capital programme monitoring budget.</i>	Report to be tabled at meeting
12. <b>S106 Contributions</b> <i>Purpose: To receive a verbal update on the investigation into why contributions have been unspent and the issues delaying payment.</i>	Verbal
13. <b>Work Programme</b> <i>Purpose: To consider and prioritise the work programme for the remainder of 2009/10 and to consider items for 2010/11.</i>	95-99

Andy Day  
Head of Policy and Communication

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