

Notice of Meeting

Overview and Scrutiny Management Commission

Tuesday, 29 May, 2012 at 6.30pm
in Council Chamber Council Offices
Market Street Newbury

Date of despatch of Agenda: Monday, 21 May 2012

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Elaine Walker on (01635) 519441
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www.westberks.gov.uk



**Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 29
May 2012 (continued)**

To: Councillors Brian Bedwell (Chairman), Dominic Boeck, Jeff Brooks (Vice-Chairman), Virginia von Celsing, Marcus Franks, Dave Goff, David Holtby, Mike Johnston, David Rendel, Tony Vickers, Quentin Webb and Emma Webster

Substitutes: Councillors Peter Argyle, Jeff Beck, Alan Macro, Gwen Mason, Graham Pask, Andrew Rowles, Julian Swift-Hook and Keith Woodhams

**Other Officers &
Members invited:**

Agenda

Part I	Page No.
1. Apologies for Absence To receive apologies for inability to attend the meeting (if any),	
2. Minutes To approve as a correct record the Minutes of the meeting of the Commission held on 17 April 2012. To approve as a correct record the Minutes of the meeting of the Commission held on 10 May 2012.	1 - 12
3. Declarations of Interest To receive any Declarations of Interest from Members.	
4. Actions from previous Minutes To receive an update on actions following the previous Commission meeting.	13 - 16
5. Items Called-in following the Executive on 17 May 2012 To consider any items called-in by the requisite number of Members following the previous Executive meeting.	
6. Item Called-In following an Individual Decision: A4 Bath Road, Padworth - proposed 50mph speed limit <i>Purpose: To review the Individual Decision relating to a proposed 50mph speed limit on the A4 Bath Road, Padworth.</i>	17 - 32
7. Councillor Call for Action <i>Purpose: To consider any items proposed for a Councillor Call for Action.</i>	



**Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 29
May 2012 (continued)**

8. **Petitions**
Purpose: To consider any petitions requiring an Officer response.
9. **Update on Preparations for the Olympic Games** 33 - 36
Purpose: To update the Commission on preparations and events taking place within West Berkshire.
10. **Health Scrutiny Panel** 37 - 38
Purpose: To provide an update on the work of the Health Scrutiny Panel.
11. **Resource Management Working Group** 39 - 40
Purpose: To provide an update on the work of the Resource Management Working Group.
12. **West Berkshire Forward Plan May to August 2012** 41 - 46
Purpose: To advise the Commission of items to be considered by West Berkshire Council from May to August 2012 and decide whether to review any of the proposed items prior to the meeting indicated in the Plan.
13. **Overview and Scrutiny Management Commission Work Programme** 47 - 50
Purpose: To receive, agree and prioritise the work programme of the Commission, the Health Scrutiny Panel and the Resource Management Working Group for 2012/13.

Andy Day
Head of Strategic Support

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Note: These Minutes will remain DRAFT until approved at the next meeting of the Committee

OVERVIEW AND SCRUTINY MANAGEMENT COMMISSION

MINUTES OF THE MEETING HELD ON TUESDAY, 17 APRIL 2012

Councillors Present: Howard Bairstow (In place of David Holtby), Brian Bedwell (Chairman), Dominic Boeck, Jeff Brooks (Vice-Chairman), Paul Bryant (In place of Mike Johnston), Virginia von Celsing, Dave Goff, David Rendel, Andrew Rowles (Substitute) (In place of Marcus Franks), Tony Vickers, Quentin Webb and Emma Webster

Also Present: Nick Carter (Chief Executive) and Jan Evans (Head of Adult Social Care), Councillor Sheila Ellison, Councillor Roger Hunneman, David Lowe (Partnerships & Scrutiny Manager), Councillor Gwen Mason and Elaine Walker (Principal Policy Officer)

Apologies for inability to attend the meeting: Councillor Marcus Franks, Councillor David Holtby, Councillor Mike Johnston and Jason Teal

Councillor(s) Absent:

PART I

96. Minutes

The Minutes of the meeting held on 21 February 2012 were approved as a true and correct record and signed by the Chairman.

97. Declarations of Interest

Councillor David Rendel declared an interest in Agenda Item 11, but reported that, as his interest was personal and not prejudicial, he determined to remain to take part in the debate and vote on the matter.

98. Actions from previous Minutes

The Commission received an update on actions following the previous meeting. Comments were received regarding the following items:

2.2 – The Chairman noted that only 12 Councillors were school governors at the time of the meeting. Reports were received from several members of the Commission that they had previously been school governors but had been asked to leave, or had applied but not been considered. Councillor Jeff Brooks suggested that the Commission could raise awareness amongst schools of what could be offered to them by Members appointed as school governors by providing information to the chairman of each governing body.

David Lowe informed the Commission that Central Government were currently reviewing the role of school governing bodies as it was considered that they did not appear to be properly accountable.

Councillor Emma Webster suggested that all Members could be contacted to find out who had been a school governor, and the reasons why they had left.

The Chairman confirmed that the letter to academies agreed at the Commissions meeting in February would be composed and sent. He further agreed that the Education Service would be consulted regarding how to encourage school governing bodies to include Councillors in their membership.

2.10 – David Lowe informed the Commission that a meeting had been arranged to begin the process of amending the Housing Allocation Policy. Members who would take part included Councillors Tony Vickers and Dominic Boeck. Work would begin shortly.

RESOLVED that the Education Service would consider how to encourage school governing bodies to include Councillors in their membership.

99. Items Called-in following the Executive on 29 March 2012

The Commission considered a supplementary report concerning the Call In Item EX2320 – Funding Arrangements Framework for Domiciliary Care and Non Residential Services which was submitted to Special Executive on 12 April 2012.

Councillor Jeff Brooks presented the reasons for calling in this item

1. The decision was contrary to the views expressed by those responding to the public consultation;
2. The decision contradicted the Council's Strategy 2012-16;
3. There was no evidence that the cost to the Council of managing this policy had been evaluated.

Councillor Jeff Brooks expanded on these points, stating that he was concerned that a high level of officer time would be required to process the 26 people who had been identified in the report. He believed that this cost would negate the expected savings. Councillor Jeff Brooks further stated that the savings that were expected to be achieved by the introduction of this policy were not significant in relation to the Council's total savings target and he was therefore not convinced that the introduction of this policy was appropriate.

Jan Evans provided the following responses to the points raised by Councillor Jeff Brooks:

1. A summary of the consultation responses had been provided in the report. The majority of respondents were concerned about the proposed changes, but most accepted that it would be unfair to expect the Council to pay significantly more to keep people in their own homes, if they were happy to take a place in residential care. Further responses indicated that some people would be happy to pay to 'top up' their allowance. Jan Evans explained that the proposals had been made with a clear priority not to affect front line services.
2. There were four key priority areas within the Council Strategy 2012-16 including 'Caring for and protecting the vulnerable'. Jan Evans explained that the proposal would not take services away but would provide alternative options.
3. The savings stated in the report were based on a current level of 26 people who were currently in the community and who had care packages in excess of £35,000. Extending the savings into the future to include individuals falling into this category at a later date could see far greater savings.

Jan Evans went on to stress that the 26 individuals highlighted in the report were intended to be indicative of the possible savings. It should not be inferred that these people would all be moved to care homes. All cases would be assessed on an individual basis to ensure the most appropriate care was provided. However the policy would allow care managers to recommend that an individual's care needs could be better met in a care home.

Councillor Paul Bryant asked whether the 26 individuals had been asked whether they would like to stay at home or move to a care home.

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Jan Evans reminded the Commission that the 26 individuals noted in the report were only indicative of savings, and that no changes would be made to their care package without a full assessment and consideration of the options.

Councillor David Rendel requested clarification on the statement that 'needs were better met in a care home' and asked who would make this judgement. He went on to ask whether the Council would enforce moving an individual to a care home if it was cheaper, but against their wishes and those of their family. Jan Evans responded that the assessment would provide the Council's view, but that decisions regarding care provision would continue to be made in conversation with the individual and their family. Where an assessment indicated that providing care in a residential home would be the most suitable option, but this was against the wishes of the individual or family, it could not be enforced, however the care manager would work with the family to understand the reasons for their preference.

Councillor David Rendel asked if care provision would be restricted in the individual's home if they had refused to move to a care home, in order to reduce costs. He was concerned that this policy would have a disproportionately adverse impact on those requiring the greatest levels of care. He further asked for clarification as to whether there was a difference between care provided in the individual's home and that provided in a residential home. Jan Evans responded that whilst the cost of care was a consideration, it was just one of many elements that contributed to the final decision. Consideration would equally be given to family wishes and the individual's emotional well being.

Councillor David Rendel also asked for clarification as to how the savings total had been calculated. Jan Evans replied that the figure of £160,000 was the result of adding each of the 26 individual's care costs that were in excess of £35,000. This figure was considered to be a generous allowance for care costs. Jan Evans further explained that the 26 people who had been included in these calculations were all older people, however the policy would be applied across all care groups.

Councillor Dave Goff asked whether people would have an appeal route if they disagreed with a decision made about their care. Jan Evans responded that appeals would be made through the Council's complaints procedure.

Councillor Emma Webster asked for Jan Evans' thoughts on the number of responses received to the consultation as her opinion was that past consultations of this nature resulted in far higher numbers of responses. Jan Evans responded that she had been surprised that more responses had not been received, however feedback had also been received from open sessions.

Councillor Emma Webster asserted that she believed the appropriateness of care was paramount and understood that allowing time to be spent with the service user and their family was invaluable in reaching an appropriate, and agreed, care package. She noted that although a cost parameter of £35,000 had been set, this did not mean that care would be withdrawn if the cost rose above this level, and that it would be decided on a case by case basis according to need. She asked whether the assessment process allowed individuals to understand the different levels of care they could expect from different care packages. She further asked whether people could be shown a care home environment to help allay their fears. Jan Evans responded that individuals were provided with a clear understanding of the different levels of care they could expect at home or in a residential home. She further stated that visits to care homes could be arranged.

Councillor Tony Vickers was concerned that the cost of contested decisions, in increased care management time and legal costs, would negate the proposed savings. Jan Evans

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responded that the policy would allow conversation to be raised early with individuals beginning to show indications that a care home might better suit their needs.

Councillor Joe Mooney explained that there were a number of people in West Berkshire with a high level of care needs. Whilst in their own homes they did not have 24 hour care provision. In these cases, their needs might be better served in a care home where care provision would be available at all times. He further stated that West Berkshire was considered to be 'asset rich and cash poor', and consideration should therefore be given to those families who wished their relatives to remain at home for financial reasons rather than for their best interests. He explained that a charge could be put on an individual's home if they were to move to a care home, this was not possible if the individual stayed at home, thereby preserving inheritance.

Jan Evans explained that neither Reading nor Oxfordshire had experienced problems with similar policies. She was concerned at the negative views being shown by the Commission; that they seemed to feel that moving to a care home was the end of the line. She countered that care home provision was a positive choice for people.

Councillor Tony Vickers clarified that the concerns raised at the meeting reflected the lack of choice afforded to families, not the fact of moving to a care home. Councillor Joe Mooney reiterated that all cases were dealt with individually and assessed according to merit.

Councillor Jeff Brooks raised a concern that moving an individual to a care home represented a significant change to their life which would not be welcomed by many. He also believed that the proposed savings were at risk of not being achieved. He suggested that as the majority of respondents to the consultation had concerns over the change which could cause significant upheaval and distress, weighed against the risk of not achieving savings, made the decision to adopt the proposed changes incorrect.

Councillor Jeff Brooks proposed that the Executive be asked to reconsider their decision on the matter.

Councillor Joe Mooney responded that he had attended all of the public meetings regarding this consultation, and reminded the Commission that only a small proportion of those consulted provided their views. He further reminded the Commission of the forthcoming increase in the numbers of older people in the district which could result in greater levels of savings as they entered the care system. He stated again that each individual case would continue to be judged on its merits. Councillor Joe Mooney did not believe that individuals would lose their right to choice and reminded the Commission that an appeal process was in place. He pointed out to the Commission that savings needed to be made across the Council and questioned where savings should be made if these proposals were rejected.

Councillor Roger Hunneman expressed concern at the perception that had been created by the choice of words in the proposal report. He suggested that stating a cost parameter of £35,000 would lead individuals who were in receipt of care at this level or higher to believe that they would automatically be placed in a care home. He believed that the aims of the policy would be better served by a tone of encouragement rather than one of threat.

Councillor David Goff said that this policy was the same as other authorities who had not received a high level of appeals or objections. He had heard from people with concerns about their relatives staying at home when a residential environment would be more beneficial.

Councillor Dominic Boeck stated that he understood the value of staying at home, but also recognised that every case was different. He was encouraged by the compassion in

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adopting a policy that accounted for the merits of individual cases. He believed that the proposed policy presented a sensible approach.

Councillor Paul Bryant recognised that people were not being forced into a care package that they did not want, and that discussion with the individual would lead to an appropriate decision being made. He also pointed out that there were many people whose circumstances meant that they were not aware of what was best for them. He believed that the proposal put forward to the Executive, with sufficient safeguards, was suitable for purpose.

Councillor Jeff Brooks noted that the Council was reliant on policies being implemented properly by Officers. He expressed particular concern that the policy stated that the Council would be within its rights to refuse to fund home care where an assessment had indicated that care provision would be better met in a residential home. He indicated that should this policy statement be implemented poorly in the future, a great deal of distress would be caused.

The Chairman allowed Councillor Joe Mooney to respond to this concern. Councillor Jeff Brooks noted his objection to Councillor Joe Mooney speaking after Councillor Jeff Brooks' proposal had been put forward.

Councillor Joe Mooney raised the issue of the duty of care the Council owed to those it was responsible for. He speculated about the media headlines should an older person be allowed to remain at home when an assessment had indicated more suitable care would be provided in a care home if, for example, the older person received no visitors, or had an accident.

Councillor Jeff Brooks objected to a new opinion being raised after his proposal.

The Chairman noted the two points of view that had been expressed during the debate. He reminded the Commission of the proposal put forward by Councillor Jeff Brooks to refer the decision back to the Executive for reconsideration. The proposal was put to the vote.

At the vote the proposal was defeated.

RESOLVED that: the funding Arrangements Framework for Domiciliary Care and Non Residential Services would not be referred back to the Executive for reconsideration and could therefore be implemented with immediate effect.

100. Councillor Call for Action

There were no Councillor Call for Action.

101. Petitions

There were no petitions to be received at the meeting.

102. Planning performance data for Q3 2011/12

The Commission considered an update report (Agenda Item 8) on key accountable measures and activities for quarter three of the 2011/12 year.

The Chairman noted that the number of Amber reports had reduced in quarter three, but the number of Red reports had increased. He went on to comment that he was satisfied with the information shared in the exception reports for most activities noted as Red, and was happy that corrective action was being taken, but had invited Jan Evans to provide further details of activities within Adult Social Care.

Councillor David Rendel commented that it would be of more use to the Commission to receive the most up to date information, as quarter three returns were now four months

out of date. Nick Carter explained that the year end information had not yet been finalised, however he would provide a verbal update to the Commission during discussion of the item where the result was known.

During discussion of the measures, the following clarifications were received:

- Jan Evans noted that whilst figures were still provisional, she was confident that 'Care assessments completed within 28 days' would be Green for year end.
- Jan Evans referred the Commission to the exception report for 'service users and carers receiving self directed support (including personal budgets) and explained that the implementation of personal budgets had been particularly complicated with little guidance provided by central government. However a recent review of the process in West Berkshire had resulted in a simpler approach and would allow all individuals being assessed or reviewed from May 2012 to be allocated a personal budget. The original, national target for full implementation by 2013 had been found to be unrealistic and would be revised. Following questioning, Jan Evans provided the following information:
 - Personal budgets could be controlled by the individual, or the Council could retain control of the budget at the individuals request;
 - Some individuals managed their personal budgets with the support of a family member.
- Councillor Tony Vickers was concerned by the measure for 'People presenting as homeless who are prevented from being homeless' as this concealed a significant increase in the number of people presenting as homeless. He raised a particular concern for those who scored lowest when assessed. Nick Carter informed the Commission that some contextual information would be introduced in next years measures to help provide a clearer picture. The Chairman asked if the issue would be picked up in the scrutiny review into the changes to the Housing Allocation Policy. Councillor Tony Vickers was unsure if the terms of reference for the review would extend to this particular issue, and requested that all relevant stakeholders were invited to meet to deal with the issue urgently. The Chairman agreed to write to the Portfolio Holder to register the concerns of the Commission.

RESOLVED that the Commission would write to the Portfolio Holder for Planning, Transport Policy, Housing, and Economic Development to register concerns around the increase in people presenting as homeless.

103. Examination of facilities in place for younger people

The Commission considered a report (Agenda Item 9) concerning a scrutiny review into the facilities available for young people.

The Chairman invited the Commission to comment on the recommendations presented.

Councillor Sheila Ellison noted that although many of the recommendations were already being acted on, formal approval of the recommendations by the Commission would strengthen the need for activity to be carried out and progress monitored.

Following questioning, Councillor Sheila Ellison provided the following information:

- Currently few schools or Council owned properties were available for use by the community out of hours;
- The Berkshire Association of Clubs for Young People (BACYP) contributed to funding and training for leaders of youth clubs. It might be necessary for Parish and Town Councils to fund clubs in their area, and this would be an opportunity for communities to provide what was needed locally.

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- It had been recognised that very few people were interested in volunteering to help run youth clubs and activities;
- There was an online register of facilities available to young people;
- Of 16 youth clubs that had closed, 9 had reopened.

Councillor Emma Webster conjectured that it would be useful to understand why 7 former youth clubs had not reopened. She continued by stating that youth clubs would not satisfy all young people and requested information on what else was available. Councillor Sheila Ellison replied that youth clubs were intended to provide a safe environment with planned and managed activities for young people to meet.

Councillor David Rendel requested to know what was currently being run at the Waterside Building.

Councillor David Rendel asked whether the Pupil Referral Unit (PRU) had been involved in the review. Councillor Sheila Ellison responded that they had not, however she had been made aware of activities where young people who could have been targeted through the PRU had been involved. She believed that individual youth clubs should involve the PRU as appropriate, as the community would be better placed to understand what was required in the area.

The Chairman agreed that the recommendations should be circulated to all Members, but requested a preface be drafted as an introduction. The preface might include information to direct people to the online register of facilities.

The Chairman suggested that it might be appropriate to request an annual update on performance against the recommendations submitted.

The Chairman proposed that the recommendations be agreed subject to the actions agreed during the discussion.

When put to the vote, the proposal was carried.

Resolved that:

- (1) The recommendations from the scrutiny review be circulated to all Members with the inclusion of a preface
- (2) The Youth Service Operation Manager to provide Councillor David Rendel with information explaining how the Waterside Centre was currently being used.

104. Domestic Abuse

The Commission reviewed the proposed terms of reference for a scrutiny review into the response to domestic abuse.

Councillor David Rendel proposed the following amendments:

- That the first item be amended to read 'The extent or prevalence of actual and reported domestic abuse in the district';
- That the fourth item be amended to read 'Consider what might be done further to improve how domestic abuse is dealt with including cooperation with neighbouring authorities'.

Councillor Emma Webster clarified that it would be possible to obtain estimates of unreported domestic abuse, for example through anonymous telephone help lines. She further volunteered to participate in this piece of work.

The Commission agreed to adopt the terms of reference subject to the suggested amendments being included.

RESOLVED that the terms of reference be adopted subject to the inclusion of the following amendments:

- That the first item be amended to read 'The extent or prevalence of actual and reported domestic abuse in the district';
- That the fourth item be amended to read 'Consider what might be done further to improve how domestic abuse is dealt with including cooperation with neighbouring authorities'.

105. Health Scrutiny Panel

(Councillor David Rendell declared an interest in Agenda Item 11 by virtue of the fact that his wife was a GP in West Berkshire. As his interest was personal but not prejudicial, he determined to take part in the debate and vote on the matter).

The Commission considered a report (Agenda Item 11) on the work of the Health Scrutiny Panel (HSP).

Councillor Quentin Webb reported that at the meeting of the Health Scrutiny Panel held on 27 March 2012 the following topics had been discussed:

- An update on the progress of the NHS Continuing Health Care (CHC) Programme;
- An interim report on Dignity and Nutrition at the Royal Berkshire Hospital (RBH).

Resolved that the report be noted.

106. Resource Management Working Group

The Commission considered a report (Agenda Item 12) on the work of the Resource Management Working Group (RMWG).

Councillor Tony Vickers reported that at the meeting of the Resource Management Working Group; held on 28 February 2012 the following topics had been discussed:

- An update on the development of the Highways Asset Management Plan;
- The Council's month 9 Financial Report;
- The establishment report;
- The closure report on the Timelord Programme.

Councillor Tony Vickers provided an amended work programme for the Resource Management Working Group's next meeting. The Group had decided that it would no longer review the first months of the Parkway Centre, as it would be more beneficial to wait until the second phase of the development was complete. Instead the Group would consider the Council's policies on energy saving, and the current status of day services.

Resolved that the report be noted.

107. West Berkshire Forward Plan March 2012 to June 2012

The Commission considered the West Berkshire Forward Plan (Agenda Item 13) for the period covering March 2012 to June 2012.

Resolved that the Forward Plan be noted.

108. Overview and Scrutiny Management Commission Work Programme

The Commission considered its work programme and that of the Health Scrutiny Panel and Resource Management Working Group for 2011/12.

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Councillor Jeff Brooks proposed that an item be added to the work programme to consider the effectiveness of consultations undertaken by the Council. He expanded his proposal to request that the review included other organisations and how they felt they had been consulted. This would be beneficial to residents as it would provide reassurance that responses were being used appropriately.

Councillor Emma Webster suggested including both public and private sector case studies, and would be able to submit these.

Members discussed their experiences of poor consultation and consultation that might be biased by outside groups.

The Commission agreed to add this item to the work programme.

Resolved that a review into the effectiveness of consultation undertaken by the Council be added to the Commission’s work programme.

(The meeting commenced at 6.30 pm and closed at 8.48 pm)

CHAIRMAN

Date of Signature

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OVERVIEW AND SCRUTINY MANAGEMENT COMMISSION

MINUTES OF THE MEETING HELD ON THURSDAY, 10 MAY 2012

Councillors Present: Jeff Beck (Substitute) (In place of David Holtby), Brian Bedwell, Dominic Boeck, Jeff Brooks, Virginia von Celsing, Marcus Franks, Gwen Mason (Substitute) (In place of Tony Vickers), David Rendel, Quentin Webb and Emma Webster

Apologies for inability to attend the meeting: Councillor Dave Goff, Councillor David Holtby, Councillor Mike Johnston, Councillor Alan Macro and Councillor Tony Vickers

PART I

1. Election of Chairman

RESOLVED that Councillor Brian Bedwell be elected Chairman of the Overview and Scrutiny Management Commission for the 2012/13 Municipal Year.

2. Appointment of Vice-Chairman

RESOLVED that Councillor Jeff Brooks be appointed Vice-Chairman of the Overview and Scrutiny Management Commission for the 2012/13 Municipal Year.

(The meeting commenced at 8.18 pm and closed at 8.20 pm)

CHAIRMAN

Date of Signature

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Agenda Item 4.

Title of Report:	Actions from previous meetings
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	29 May 2012

Purpose of Report: To advise the Commission of the actions arising from previous meetings

Recommended Action: To note the report

Overview and Scrutiny Management Commission Chairman	
Name & Telephone No.:	Councillor Brian Bedwell – Tel (0118) 942 0196
E-mail Address:	bbedwell@westberks.gov.uk
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Name:	Elaine Walker
Job Title:	Principal Policy Officer
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Executive Report

1. Introduction

- 1.1 This report provides the Overview and Scrutiny Management Commission with an update on the actions arising from its previous meeting.

2. Resolutions

- 2.1 **Resolution:** The Education Service would consider how to encourage school governing bodies to include Councillors in their membership.

Action / response: The Portfolio Holder for Children and Young People is approaching school head teachers on a one to one basis. A positive response has been received from Denefield School, and further discussions with St Bartholomew's School, Kennet School and Park House School are imminent.

- 2.2 **Resolution:** The funding Arrangements Framework for Domiciliary Care and Non Residential Services would not be referred back to the Executive for reconsideration and could therefore be implemented with immediate effect.

Action / response: This action is complete.

- 2.3 **Resolution:** The Commission would write to the Portfolio Holder for Planning, Transport Policy, Housing, and Economic Development to register concerns around the increase in people presenting as homeless.

Action / response: A letter was sent to the Portfolio Holder on 4 May 2012 with an email response being received on 6 May 2012. The response reports the following figures:

- That there is an 11% year on year increase which is being managed effectively by the Housing team.
- 419 potentially homeless situations were prevented in 2011/12 (an increase from 375 the previous year)
- 588 people presented in total in 2011/12, of which 169 made full Homeless Applications and 62 were determined as the Council having a "duty to care". This figure was much higher in the first part of the fiscal year, running at 6-10 per month; since October this level has reduced to 2-4 each month.

The Portfolio Holder does not hold the opinion that this issue is one to raise concern. He notes in his response that he is in the process of handing the portfolio to another Executive Member and will defer a decision on establishing a task group to review the issue the new Member.

- 2.4 **Resolution:** The recommendations from the scrutiny review into activities for young people be circulated to all Members with the inclusion of a preface

Action / response: This action is complete.

- 2.5 **Resolution:** The Youth Service Operations Manager to provide Councillor David Rendel with information explaining how the Waterside Centre was currently being used.

Action / response: This action is complete

- 2.6 **Resolution:** The terms of reference be adopted subject to the inclusion of the following amendments:

- (1) That the first item be amended to read 'The extent or prevalence of actual and reported domestic abuse in the district';
- (2) That the fourth item be amended to read 'Consider what might be done further to improve how domestic abuse is dealt with including cooperation with neighbouring authorities'.

Action / response: This action is complete.

- 2.7 **Resolution:** A review into the effectiveness of consultation undertaken by the Council be added to the Commission's work programme.

Action / response: This item has been added to the work programme.

Appendices

There no appendices to this report.

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Title of Report:	Item Called-in following an Individual Decision
	A4 Bath Road, Padworth, Proposed 50 mph Speed Limit
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	29 May 2012
Forward Plan Ref:	ID2470

Purpose of Report: To allow a review of the decision to implement a 50mph speed limit on a stretch of the A4 Bath Road in Padworth.

Recommended Action: That the Overview and Scrutiny Management Commission reviews the decision.

Overview and Scrutiny Management Commission Chairman	
Name & Telephone No.:	Councillor Brian Bedwell – Tel (0118) 9420196
E-mail Address:	bbedwell@westberks.gov.uk

Portfolio Member Details	
Name & Telephone No.:	Councillor David Betts - Tel (0118) 9422485
E-mail Address:	dbetts@westberks.gov.uk

Contact Officer Details	
Name:	Elaine Walker
Job Title:	Principal Policy Officer
Tel. No.:	01635 519441
E-mail Address:	ewalker@westberks.gov.uk

Supporting Information

1. Individual Decision

- 1.1 The A4 Padworth - Proposed 50mph Speed Limit report was presented for consideration by the Portfolio Holder for Highways, Transport (Operational), ICT, and Customer Services on 26 April 2012. The recommended action was to agree to implement the revised speed limit, which the Portfolio Holder duly did.

2. Call-In of the Decision

- 2.1 In accordance with the Council's Constitution, five Elected Members (Councillors Richard Crumly, Dominic Boeck, Sheila Ellison, Roger Croft and John Horton called in the Individual Decision (ID2470) on the basis that:

- (1) It will be unenforceable.
- (2) This is a main transport route and any reduction will limit the amount of throughput the channel can handle.
- (3) The reduction may have an adverse effect on commuters and other users getting to and from the M4.
- (4) The reduction may cause traffic to migrate elsewhere to less suitable roads.
- (5) The accident record does not justify a speed limit reduction.
- (6) Any perceived hazard at the junction of the dual carriageway with the Beenham Road can be curtailed by ensuring the traffic exiting Beenham can only turn left.
- (7) The accident record on this stretch of road is good.
- (8) There have been two accidents reported recently, neither of which should be used as a justification for reducing the speed limit and one of them was a wholly exceptional incident where an elderly man was being pushed across the road in a wheelchair.
- (9) We have driven to and fro along the road on many occasions and never seen a pedestrian seeking to cross at any time.
- (10) The stretch of dual carriageway, in particular, is quite inappropriate for a limit as low as 50 mph. The problem on our roads at the present time is congestion, not the speed of traffic. In fact, the high element of congestion tends to reduce the speed of traffic naturally.

3. Role of the Overview and Scrutiny Management Commission

- 3.1 The role of the Overview and Scrutiny and Management Commission is to review the decision and determine whether it concurs with the decision (in which case it will take immediate effect) or refer it back to the Executive or the Portfolio Holder for further consideration.

4. Recommendation

- 4.1 It is recommended that Members of the Overview and Scrutiny Management Commission review the decision to agree to implement the revised speed limit.

Appendices

- Appendix A – Report A4 Bath Road, Padworth, Proposed 50 mph Speed Limit
Appendix B – Location drawing for proposed 50mph speed limit
Appendix C – Individual Executive Member Decision Record Sheet

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Individual Executive Member Decision

Title of Report:	A4 Padworth - Proposed 50mph Speed Limit
Report to be considered by:	Individual Executive Member Decision
Date on which Decision is to be taken:	26 April 2012
Forward Plan Ref:	ID2470

Purpose of Report: To inform the Executive Member for Highways, Transport (Operational), ICT & Customer Services of the responses received during the statutory consultation on the proposed 50mph Speed Limit, on the A4 at Padworth and to seek approval of the recommendations.

Recommended Action: That the Executive Member for Highways, Transport (Operational), ICT & Customer Services resolves to approve the recommendations as set out in Section 4 of this report.

Reason for decision to be taken: To enable the proposed speed limit to be introduced.

Other options considered: N/A

Key background documentation:

- Email objection - 3rd February 2012.
- Minutes of the Speed Limit Review - 20th December 2010.
- Individual Decision (ID 2144) – Speed Limit Review December 2010.
- Plan No SLR/10/04/002A

Portfolio Member Details	
Name & Telephone No.:	Councillor David Betts - Tel (0118) 942 2485
E-mail Address:	dbetts@westberks.gov.uk

Contact Officer Details	
Name:	Andrew Garratt
Job Title:	Principal Traffic & Road Safety Engineer
Tel. No.:	01635 519491
E-mail Address:	agarratt@westberks.gov.uk

Implications

Policy:	The consultation is in accordance with the Council's Consultation procedures.
Financial:	The introduction of the speed limit will be funded from the approved Capital Programme.
Personnel:	None arising from this report.
Legal/Procurement:	The Sealing of the Traffic Regulation Order will be undertaken by Legal Services.
Environmental:	A reduced speed limit will make a more pleasant environment for local residents.
Property:	None arising from this report.
Risk Management:	None arising from this report.
Equalities Impact Assessment:	EIA Stage 1 attached as Appendix A.

Consultation Responses

Members:

Leader of Council: Councillor Graham Jones - To date no response has been received, however any comments will be verbally reported at the Individual Decision meeting.

Overview & Scrutiny Management Commission Chairman: Councillor Brian Bedwell supports the proposals for the single carriageway but a speed limit should not be installed on the length which is dual carriageway.

Ward Members: Councillor Irene Neill (Aldermaston Ward) supports the proposals for the single carriageway but a speed limit should not be installed on the length which is dual carriageway.

Councillors Keith Chopping (Beenham Ward) and Mollie Lock (Padworth Ward) To date no response has been received, however any comments will be verbally reported at the Individual Decision meeting.

Councillor Geoff Mayes (Padworth Ward) commented that the dual carriageway section should stay at 60mph.

Opposition Spokesperson: Councillor Keith Woodhams make the following comments:

- The A4 needs to remain signed at 60 mph, apart from towns and villages. Chopping and changing speed limits in other areas of this road will confuse drivers. I would be surprised if motorists adhered to a 50 mph speed limit in light traffic conditions.
- I would have expected a comment from the police in the ID, stating whether they felt 50 mph was a realistic speed limit on this stretch of road.

- I would not support a 50 mph speed limit on the dual carriageway as this is the earliest section of road where eastbound cars can overtake lorries safely, from as far back as Thatcham.

Local Stakeholders: N/A
Officers Consulted: Mark Cole and Mark Edwards
Trade Union: N/A

Is this item subject to call-in?	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>
If not subject to call-in please put a cross in the appropriate box:		
The item is due to be referred to Council for final approval		<input type="checkbox"/>
Delays in implementation could have serious financial implications for the Council		<input type="checkbox"/>
Delays in implementation could compromise the Council's position		<input type="checkbox"/>
Considered or reviewed by Overview and Scrutiny Management Commission or associated Task Groups within preceding six months		<input type="checkbox"/>
Item is Urgent Key Decision		<input type="checkbox"/>
Report is to note only		<input type="checkbox"/>

Supporting Information

1. Background

- 1.1 In August 2006 the Department for Transport (DfT) published Circular 01/2006 Setting Local Speed Limits, which superseded the guidance, set in 1993. As part of the new guidance all traffic authorities had to review the speed limits on all of their A and B classified roads in accordance with the new guidance.
- 1.2 The length of the A4 between the A340 roundabout at Aldermaston and the A340 roundabout at Theale was considered by the Speed Limit Review task group at its meeting on 1st December 2010.
- 1.3 The Task Group, having considered the guidance specified in the Circular, traffic survey results and the number of recorded injury accidents recommended that the length of the national speed limit on the A4 between a point to the west of the A340 Aldermaston roundabout and east of its junction to Beenham be reduced to 50mph. This was approved by Individual Decision (ref ID 2144) on 27th January 2011.
- 1.4 The statutory consultation and advertisement of the speed limit proposals was undertaken between 12th January and 2nd February 2012 so that if approved they could be introduced in conjunction with a pedestrian safety scheme between Station Road and Beenham Industrial Estate.

2. Responses to statutory consultation

- 2.1 At the end of the statutory consultation period only one response had been received. This response was from a resident of Sulham who objected to any reduction to the current speed limit and made the following comments:

- The A4 is a main trunk road which has been derestricted for decades. The council appear to be proposing a 50mph limit because of the proximity of junctions, and this will be used as a 'wedge' to make the whole of the A4 50mph.
- Considers that using the mean speeds as specified in Circular 01/2006 is incorrect and that the 85 percentile speeds should be used when setting speed limits.
- The outcome of a collision at 50mph is likely to be the same as that at 60mph.
- The council has not justified the reduction in terms of reduced injuries or mean speed.

3. Conclusion

- 3.1 The A4 has not been a trunk road for over 40 years and the area fronting the A4 at Padworth has changed considerably in the last two decades. The speed limit has been reviewed taking into account the latest guidance from DfT, the number of recorded injury accidents and the results of recent traffic surveys.
- 3.2 The proposed 50mph speed limit covers the recent developments on the A4 and no further speed limit reductions on the A4 were considered appropriate by the task group. Therefore the proposed speed limit is not a wedge for to reduce the speed limit on the whole of the A4.
- 3.3 At the time of the speed limit review the three year injury accident record, to the end of July 2010, showed that there had been 28 accidents on the A4 between the two A340 roundabouts. These resulted in 4 serious and 33 slight injuries. In the latest three year period, to the end of December 2011 there have been 10 recorded injury accidents within the length of the proposed speed limit, which have resulted in 1 fatal, 3 serious and 11 slight injuries being received.
- 3.4 The results of traffic surveys undertaken during May 2010 in the vicinity of Padworth Close (located at the western end of the dual carriageway) showed that the mean speed of westbound traffic was 41mph with an 85th percentile speed of 47mph. The 85th percentile speed is below that of the proposed speed limit and shows that a 50mph speed limit is appropriate for the length proposed.
- 3.5 Given the above it is considered that the objector was not fully aware of the issues and many of their concerns had already been taken into account by the task group when the speed limit was reviewed.
- 3.6 During the consultation of the draft report several members commented that they do not support a 50mph speed limit on the dual carriageway section. There seems to be some confusion as the national speed limit is to remain on the dual carriageway section. The extent of the proposed speed limit is shown on Plan No SLR/10/04/002A.
- 3.7 Councillor Woodhams as part of his consultation response was expecting to see comments from the Police. The emergency services are statutory constultees on any traffic regulation order and if they comment about the proposals then they are

included within the Individual Decision report. The Police are also part of the speed limit review task group which supported the introduction of the 50mph speed limit.

4. Recommendations

- 4.1 That the proposed speed limit is introduced as advertised.
- 4.2 That the respondent to the statutory consultation be informed accordingly.

Appendices

Appendix A – Equality Impact Assessment – Stage 1

APPENDIX A

Equality Impact Assessment – Stage One

Name of item being assessed:	A4 Padworth – Proposed 50mph Speed Limit.
Version and release date of item (if applicable):	5 April 2012
Owner of item being assessed:	Andrew Garratt, Principal Traffic & Road Safety Engineer
Name of assessor:	Andrew Garratt
Date of assessment:	5 April 2012

1. What are the main aims of the item?
The main aim of this item is to introduce a 50mph limit on the A4 through Padworth. This is in accordance with DfT Circular 01/2006 requesting that all authorities review the speed limits on all A and B class roads and seeks to improve road safety at this location.

2. Note which groups may be affected by the item, consider how they may be affected and what sources of information have been used to determine this. (Please demonstrate consideration of all strands – age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation)		
Group Affected	What might be the effect?	Information to support this.
Local Residents	Improved road safety	Lower vehicle speeds in built up area.
Elderly Pedestrians	Improved road safety	Slower speeds will make safer environment.
Person with less mobility	Will feel safer when crossing the road.	Slower speeds will make safer environment.
Child pedestrians	Improved road safety	Slower vehicle speeds will give motorists more time to react to an unexpected situation.
Further comments relating to the item:		

3. Result (please tick by double-clicking on relevant box and click on 'checked')
<input type="checkbox"/> High Relevance - This needs to undergo a Stage 2 Equality Impact Assessment

<input type="checkbox"/>	Medium Relevance - This needs to undergo a Stage 2 Equality Impact Assessment
<input type="checkbox"/>	Low Relevance - This needs to undergo a Stage 2 Equality Impact Assessment
<input checked="" type="checkbox"/>	No Relevance - This does not need to undergo a Stage 2 Equality Impact Assessment

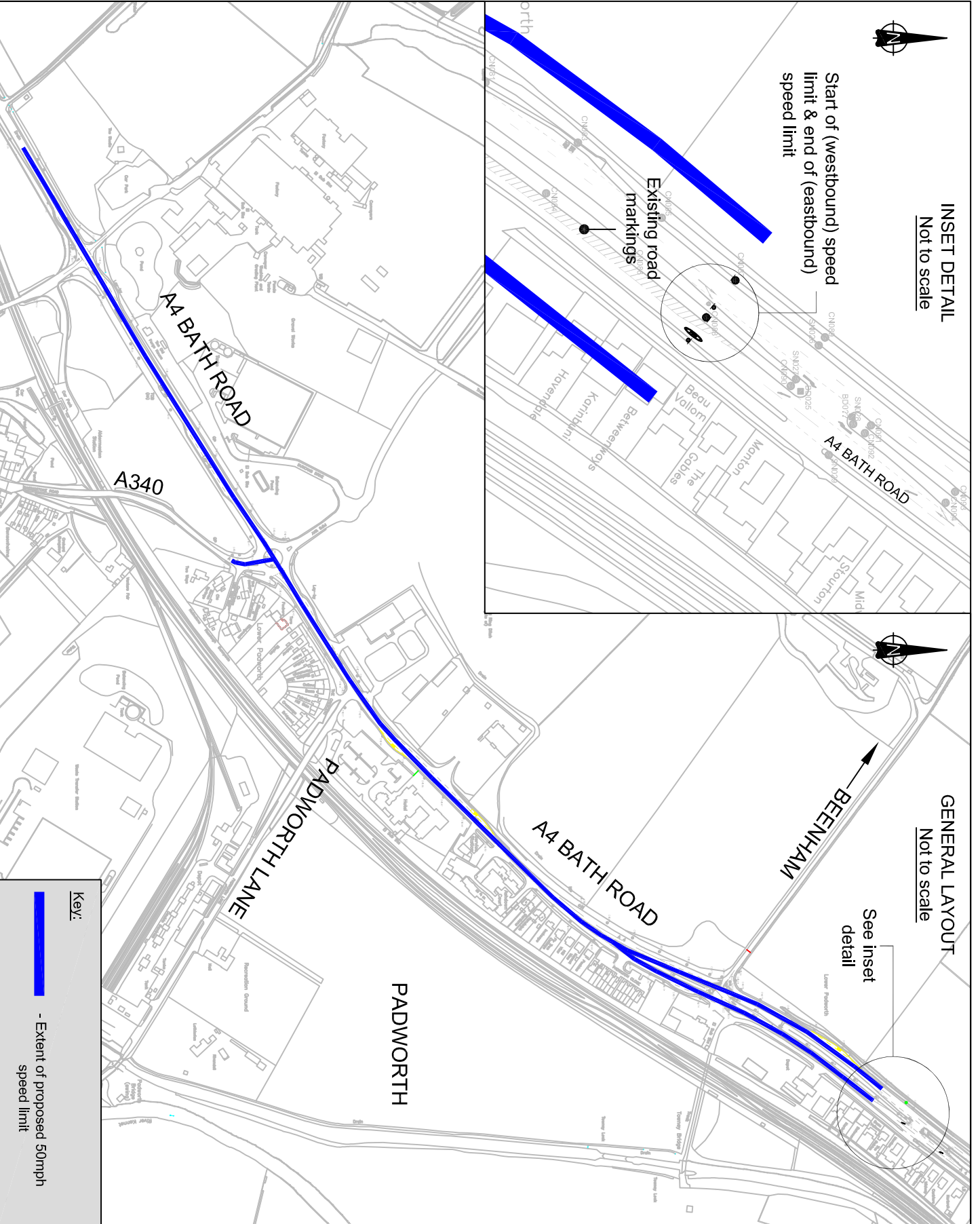
For items requiring a Stage 2 equality impact assessment, begin the planning of this now, referring to the equality impact assessment guidance and Stage 2 template.

4. Identify next steps as appropriate:	
Stage Two required	
Owner of Stage Two assessment:	
Timescale for Stage Two assessment:	
Stage Two not required:	Not required

Name: Andrew Garratt

Date: 5 April 2012


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INSET DETAIL
Not to scale

GENERAL LAYOUT
Not to scale

Key:

 - Extent of proposed 50mph speed limit

Notes:
1. This drawing is indicative only
2. Do not scale drawing

REV	DESCRIPTION	BY	CHK	DATE
1	Drawn/checked/checked	CV	AW	18.04.12
2		DR	AW	REV DATE



Highways and Transport | Council Offices
Market Street | Newbury | RG14 5LD

A4 BATH ROAD, ALDERMASTON & PADWORTH, BERKSHIRE

PROPOSED 50MPH SPEED LIMIT

DATE	BY	CHK	APP	STATUS
OCT 2011	CV	AW	AA	NTS
SLR/10/04/002				A

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**West Berkshire District Council
Individual Executive Member
Decision Record Sheet**

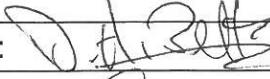
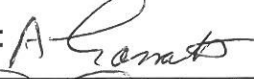



Forward Plan Reference	Service Grouping
ID2470	Environment
Title:	A4 Padworth – Proposed 50mph Speed Limit
Recommendation by Officer:	That the Executive Member for Highways, Transport (Operational), ICT & Customer Services resolves to approve the recommendations as set out in Section 4 of the report.
Purpose of Report:	To inform the Executive Member for Highways, Transport (Operational), ICT & Customer Services of the responses received during the statutory consultation on the proposed 50mph Speed Limit on the A4 at Padworth and to seek approval of the recommendations.
Decision Taken:	As 'Recommendation by Officer' above.
Reason for Decision Taken:	To enable the proposed speed limit to be introduced.
Options Considered:	Not applicable
Those Consulted and a Summary of Comments Received:	<p>Councillor Graham Jones, Leader of Council; Councillor Brian Bedwell, Overview and Scrutiny Management Commission Chairman; Ward Members and Councillor Keith Woodhams, Opposition Spokesperson.</p> <p>Councillors Bedwell and Irene Neill (Aldermaston Ward) support the proposals for a single carriageway but feel that a speed limit should not be installed on the length which is dual carriageway.</p> <p>Councillor Geoff Mayes (Padworth Ward) commented that the dual carriageway section should stay at 60 mph.</p> <p>Councillor Woodhams is also of the view that the A4 needs to remain signed at 60 mph, apart from towns and villages. He feels that chopping and changing the speed limit will cause confusion. He is not in support of a 50 mph speed limit on the dual carriageway as this is the earliest section of road where eastbound cars can overtake lorries safely.</p>
Background Papers:	<ul style="list-style-type: none"> • E-mail objection – 3 February 2012. • Minutes of the Speed Limit Review – 20 December 2010. • Individual Decision (ID2144) – Speed Limit Review December 2010. • Plan No SLR/10/04/002A
Exempt Information:	None

Declarations of Interest:	None
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I confirm that I have fully advised and have taken account of all the relevant facts in making this decision.

Is the Decision subject to Call In		Date Decision Made	Date Decision will be Implemented (5 clear days)
Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>	26 April 2012	4 May 2012

Portfolio Member:	Signed: 	Councillor David Betts
Director or representative:	Signed: 	Print Name: Andrew Garratt
Witnessed by:	 on behalf of Head of Strategic Support	Print Name: Stephen Chard
Date:	26 April 2012	

Title of Report:	Update on preparations for the Olympic Games
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	29 May 2012

Purpose of Report: To update the Commission on the preparations being made in West Berkshire to celebrate the Olympics.

Recommended Action: To note the report.

Health Scrutiny Panel Chairman	
Name & Telephone No.:	Councillor Brian Bedwell – Tel (0118) 942 0196
E-mail Address:	bbedwell@westberks.gov.uk
Contact Officer Details	
Name:	Elaine Walker
Job Title:	Principal Policy Officer
Tel. No.:	01635 519441
E-mail Address:	ewalker@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 At its meeting of 21 February 2012 the Overview and Scrutiny Management Commission (OSMC) received a presentation from the Head of Cultural Services (David Appleton) on the preparations underway to celebrate the 2012 London Olympics. It was agreed that a further update be provided to the Commission in May 2012.
- 1.2 At the meeting of 29 May 2012 Chris Jones (Arts and Leisure Manager) will update the Commission on progress since February.

2. Minutes of the meeting of 21 February 2012

- 2.1 The minutes of the OSMC meeting of 21 February 2012 record that:

The Commission considered a report updating them on the preparations being made in West Berkshire to celebrate the Olympics. Further information was presented by David Appleton and Councillor Carol Jackson-Doege.

David Appleton explained to the Commission that some updates remain outstanding until further information is received from the London Organising Committee of the Olympic and Paralympic Games (LOCOG). Councillor Carol Jackson-Doege informed the Commission of how the media was being utilised to inform the public of the upcoming activities in the area including several press releases, 9 radio interviews, and the use of Twitter. The 'Seeds of Inspiration' initiative had been launched within the last week; and on Saturday 11 February, Park Runs launched at Greenham Common. This resulted in 317 participants which had been recognised as the largest inaugural Park Run nationally. Councillor Carol Jackson-Doege went on to inform the Commission that information would be presented at the District Parish Conference.

David Appleton explained the Olympic Games timetable over the coming months and noted in particular that the Olympic torch route would be announced in March, and would be carried through West Berkshire on July 11 2012 prior to the games starting in July.

David Appleton informed the Commission that there were likely to be some local torchbearers, however they may not be able to carry the torch through their own communities. This would become clear once the route and timetable became available on 21 March 2012.

David Appleton went on to demonstrate the information available through the West Berkshire *Enjoy!* website (www.westberksenjoy.org.uk) to communities who might wish to organise their own celebratory events. Useful information such as how to organise a road closure, and how to obtain relevant licenses was available through these pages. There was also a news section to allow people to keep up to date with events, and a section to see what other organisations were doing to celebrate.

Councillor Tony Vickers asked what progress had been made in assessing the viability of a recognition event. David Appleton responded that although teams had not yet been selected for the Olympics and Paralympics, it would be expected that some athletes would be local. He also mentioned others involved in the Games

such as volunteers and torchbearers who could also be included in any recognition event. He informed the Commission that LOCOG were encouraging community involvement at all stages of the games.

Councillor Jeff Beck noted that David Appleton would soon be leaving the Council and thanked him for his contribution.

RESOLVED that the information be noted and that the Arts & Leisure Services Manager return to provide a further update in May 2012.

3. Recommendation

- 3.1 It is recommended that Members of the Commission note the update and consider any further action as appropriate.

Appendices

There are no appendices to this report.

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Agenda Item 10.

Title of Report:	Health Scrutiny Panel
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	29 May 2012

Purpose of Report: To provide an update on the work of the Health Scrutiny Panel.

Recommended Action: To note the information.

Health Scrutiny Panel Chairman	
Name & Telephone No.:	Councillor Quentin Webb – Tel (01635) 201435
E-mail Address:	qwebb@westberks.gov.uk

Contact Officer Details	
Name:	Elaine Walker
Job Title:	Principal Policy Officer
Tel. No.:	01635 519441
E-mail Address:	ewalker@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 This report provides an update on the work undertaken by the Health Scrutiny Panel since the report made at the last OSMC meeting.
- 1.2 The Committee have not met since the OSMC last received a report in April.
- 1.3 The next meeting of the Committee is due to take place on 19th June 2012. The following items are to be taken to this meeting:
 - (1) Dignity and Nutrition in Hospitals
 - (2) An update on the Anti-Child Poverty Strategy
 - (3) An update on the Health and Wellbeing Board

2. Work Programme

- 2.1 The latest work programme for the Health Scrutiny Panel is contained within item 13 of this agenda.

Appendices

There are no Appendices to this report.

Title of Report:	Resource Management Working Group
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	29 May 2012

Purpose of Report: To provide an update on the work of the Health Scrutiny Panel.

Recommended Action: To note the information.

Resource Management Working Group Chairman	
Name & Telephone No.:	Councillor Tony Vickers – Tel (01635) 230046
E-mail Address:	tvickers@westberks.gov.uk

Contact Officer Details	
Name:	Elaine Walker
Job Title:	Principal Policy Officer
Tel. No.:	01635 519441
E-mail Address:	ewalker@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 This report provides an update on the work undertaken by the Resource Management Working Group since the report made at the last OSMC meeting.
- 1.2 The RMWG last met on 24 April 2012 to receive information regarding
 - (1) The Period 11 Financial Report
 - (2) The Managed Vacancy Factor
 - (3) Day Services Reconfiguration post Implementation review
 - (4) Energy Saving Programme Status
- 1.3 The RMWG are scheduled to next meet on 12 June 2012.

2. Work Programme

- 2.1 The latest work programme for the Select Committee is contained within item 13 of this agenda.

Appendices

There are no appendices to this report.

West Berkshire Council Forward Plan – May 2012 to August 2012

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
MAY 2012											
ID2263	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/05/12	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 May 2012
ID2264	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/05/12	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		TBC	Local Members and Stakeholders		01 May 2012
ID2466	West Berkshire Standing Advisory Council on Religious Education <i>To agree the Locally Agreed Syllabus for religious education to be taught in West Berkshire Council schools</i>	ID	01/05/12	Chief Executive	Jayne Mann	Children and Young People, Youth Service		TBC	SACRE		01 May 2012
ID2490	Petition for a footway at Sulhamstead and Ufton Nervet School <i>To respond to a petition that has been submitted to the Council.</i>	ID	01/05/12	Environment	Andrew Garratt	Highways, Transport (Operational), ICT, Customer Services		TBC	Statutory consultees		01 May 2012
ID2484	Revision of the Local Development Scheme (LDS) for the Local Development Framework <i>To approve the revised Local Development Scheme for West Berkshire</i>	ID	04/05/12	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		25/04/12			01 May 2012
ID2485	Home to School Transport Policy 2013-14 <i>Seek approval to consult on the Home to School Transport Policy 2013-14</i>	ID	10/05/12	Communities	Mwazwit a Mundang eptufu	Children and Young People, Youth Service		30/04/12			01 May 2012
ID2265	West Berkshire Forward Plan - June 2012 to September 2012 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	17/05/12	Chief Executive	Moir Fraser (2045)	Leader of Council		09/05/12	All Members, published on website for local residents	Not subject to call in.	01 May 2012

KEY:
 ID = Individual Executive Member Decision
 EX = Executive
 C = Council
 GA = Governance & Audit Committee
 S = Standards Committee
 PC = Personnel Committee

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 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.

West Berkshire Council Forward Plan – May 2012 to August 2012

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
EX2350	Proposal for Redevelopment of Taceham House (Paragraph 3 - information relating to the financial or business affairs of a particular person) <i>To consider the options for Taceham House and agree best course of action.</i>	EX	17/05/12 EX	Community Services	Mel Brain	Planning, Housing, Transport Policy and Economic Development	Yes	09/05/12			01 May 2012
EX2473	Environmental Crime Enforcement Strategy <i>To set out the proposed Environmental Crime Enforcement Strategy and seek approval for its implementation.</i>	EX	17/05/12 EX	Environment	Sean Murphy	Environment, "Cleaner Greener", Public Protection, Culture and Leisure		09/05/12			01 May 2012
C2455	Standards Committee Annual Report 2011/12 <i>To inform Members and residents of the activity undertaken by the Standards Committee over the past Municipal Year.</i>	C	10/05/12 C	Chief Executive	Moira Fraser	Leader of Council		02/05/12	Standards Committee		01 May 2012
C2488	Appointment and Allocation of Seats on Committees 2012/13 <i>To consider the appointment of and allocation of seats on Committees and associated bodies for the 2012/13 Municipal Year and to agree the Council's Policy Framework for 2012/13.</i>	C	10/05/12 C	Chief Executive	Moira Fraser	Leader of Council		02/05/12	Group Leaders		01 May 2012
C2457	The Localism Act 2011 - The Amended Standards Regime <i>To describe the changes and make recommendations for the Council to implement the new regime.</i>	C	10/05/12 C	Chief Executive	David Holling	Leader of Council		02/05/12	Standards Committee		01 May 2012

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West Berkshire Council Forward Plan – May 2012 to August 2012

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
C2486	Election of the Chairman for the 2012/13 Municipal Year <i>To elect a Chairman of the Council for the 2012/13 Municipal Year.</i>	C	10/05/12 C	Chief Executive	Moira Fraser	Leader of Council		02/05/12			01 May 2012
C2487	Appointment of the Vice-Chairman for the 2012/13 Municipal Year <i>To appoint a Vice Chairman for the 2012/13 Municipal Year.</i>	C	10/05/12 C	Chief Executive	Moira Fraser	Leader of Council		02/05/12			01 May 2012
C2489	Announcement of the Executive for 2012/13 Municipal Year <i>The Leader of the Council announce the composition of the Executive for the forthcoming Municipal Year.</i>	C	10/05/12 C	N/a	Leader of the Council	Leader of Council		02/05/12			01 May 2012
JUNE 2012											
ID2429	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/06/12	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 June 2012
EX2307	Annual Scrutiny Report 2011/12 <i>To report to the executive the scrutiny work over the past year</i>	EX	14/06/12 EX	Chief Executive	David Lowe	Leader of Council		09/05/12			01 June 2012
ID2441	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/06/12	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		TBC	Local Members and Stakeholders		01 June 2012
ID2417	West Berkshire Forward Plan - July 2012 to October 2012 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	14/06/12	Chief Executive	Moira Fraser (2045)	Leader of Council		06/06/12	All Members, published on website for local residents	Not subject to call in.	01 June 2012

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West Berkshire Council Forward Plan – May 2012 to August 2012

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
EX2464	Financial Outturn 2011/12	EX	14/06/12 EX	Chief Executive	Joseph Holmes	Highways, Transport (Operational), ICT, Customer Services		06/06/12			01 June 2012
EX2330	Establishment Report Q4 11/12 <i>To note changes to the WBC Establishment</i>	EX	14/06/12 EX	Chief Executive	Robert O'Reilly	Strategy, Performance, Community Safety		06/06/12			01 June 2012
EX2472	Annual Employment Report 2011/12 <i>To provide Members with information pertaining to the Council's workforce for the previous Financial Year.</i>	EX	14/06/12 EX	Chief Executive	Robert O'Reilly	Strategy, Performance, Community Safety		06/06/12			01 June 2012
JULY 2012											
ID2430	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/07/12	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 July 2012
ID2442	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/07/12	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		TBC	Local Members and Stakeholders		01 July 2012
ID2418	West Berkshire Forward Plan - August 2012 to November 2012 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	12/07/12	Chief Executive	Moira Fraser (2045)	Leader of Council		04/07/12	All Members, published on website for local residents	Not subject to call in.	01 July 2012
GA2477	Internal Audit Plan - 2012-13 <i>To outline a programme of internal audit work for the Council.</i>	GA	23/07/12 GA	Chief Executive	Ian Priestley	Finance, Property, Health & Safety		13/07/12			01 July 2012
GA2476	Annual Review of Internal Audit <i>To review the internal audit service of the Council.</i>	GA	23/07/12 GA	Chief Executive	Ian Priestley	Finance, Property, Health & Safety		13/07/12			01 July 2012

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 ID = Individual Executive Member Decision
 EX = Executive
 C = Council
 GA = Governance & Audit Committee
 S = Standards Committee
 PC = Personnel Committee

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 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.

West Berkshire Council Forward Plan – May 2012 to August 2012

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
EX2456	Key accountable measures and activities 2011/12. Update on progress: Q4 and year end outturns <i>To report year end progress against the key accountable measures and activities for West Berkshire Council for 2011/12 and to report by exception those measures/activities not achieved/expected to be achieved and cite remedial action that is being taken.</i>	EX	19/07/12 EX	Chief Executive	Jason Teal	Strategy, Performance, Community Safety		10/07/12			01 July 2012
EX2475	Restructuring of the Trading Standards Service	EX	19/07/12 EX	Environment	Sean Murphy	Environment, "Cleaner Greener", Public Protection, Culture and Leisure		10/07/12			01 July 2012
AUGUST 2012											
ID2431	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/08/12	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		01 August 2012
ID2443	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/08/12	Environment	Paula Amorelli	Planning, Transport Policy, Housing, Economic Development		TBC	Local Members and Stakeholders		01 August 2012
ID2419	West Berkshire Forward Plan - September 2012 to December 2012 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	16/08/12	Chief Executive	Moir Fraser (2045)	Leader of Council		08/08/12	All Members, published on website for local residents	Not subject to call in.	01 August 2012

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OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2011/12

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/11/125	Day Centres To examine the provision of day centres across the District.	Task group review with information supplied by, and questioning of, lead officers and external partners.		HSP	Start: TBD End: TBD	Jan Evans – 2736 Adult Social Care	Councillor Joe Mooney	To be scheduled	
OSMC/11/104	Anti-Child Poverty Strategy	To monitor the strategy	Monitoring item	HSP	Start: On-going End: April 2012	Julia Waldman – 2815 Children and Young People	Cllr Irene Neill	In Progress	Update requested for 19 June
OSMC/11/105	Dignity and Nutrition – Hospitals To review the Care Quality Commission report on Dignity and Nutrition - Hospitals	To survey and hold focus groups detailing information		HSP	Start: July 2011 End: April 2012	Nigel Owen, West Berkshire LINK, Age UK	Cllr Joe Mooney	In Progress	Update report received. To be presented at the next meeting
OSMC/11/106	Update on the Health and Wellbeing Board To receive updates from the Health and Wellbeing Board	To update members on Health and Wellbeing Board	Monitoring item	HSP	Ongoing	Teresa Bell/June Graves	Cllr Joe Mooney	In Progress	Update requested for 19 June
OSMC/11/107	Update on the Health Service in West Berkshire	To update members on the changes to Health Service in West Berkshire	Monitoring item	HSP	Ongoing	Bev Searle - Director Joint Partnerships and Commissioning	Cllr Joe Mooney	In Progress	
OSMC/11/119	Continuing Healthcare (CHC) To examine the operation of the NHS CHC scheme in the NHS Berkshire West area	In meeting review		HSP	Start: Jan 2012 End: April 2012	Jan Evans – 2736 Adult Social Care	Councillor Joe Mooney	In Progress	
OSMC/12/122	Home Care To understand and critically appraise the systems and process in place for the provision of Home Care	TBD		HSP	Start: TBD End: TBD	Jan Evans – 2736 Adult Social Care	Councillor Joe Mooney	To be scheduled	Item incorporated at OSMC meeting of 2012-02-21
OSMC/12/124	The effect of health service reorganisation on local provision and private finance initiatives (PFI).			HSP	Start: TBD End: TBD				
OSMC/09/02	Performance Report for Level One Indicators To monitor quarterly the performance levels across the Council and to consider, where appropriate, any remedial action.	In meeting review with information supplied by, and questioning of, lead officers.	Monitoring item	OSMC	Start: each Q End: OSMC 01/11/11	Jason Teal – 2102 Policy & Communication	Councillor Anthony Stansfeld	In Progress	Quarterly item.

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2011/12

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/10/78	Examination of facilities in place for younger people	By Task Group - Information supplied by, and questioning of, lead officers.		OSMC	Start: 20/09/11 End: 2/12 OSMC 4/12	Julia Waldman – 2815 Children and Young People	Councillor Irene Neill	Complete	Investigation completed, Report due to April 2012 meeting. Recommendations agreed and to be submitted for Exec approval
OSMC/11/103	Olympics and Diamond Jubilee Events 2012. To review and monitor events in West Berkshire	In meeting review.		OSMC	Update 1: 2/12 Update 2: 5/12	David Appleton 2578 Culture & Youth	Carol Jackson-Doerge	In Progress	Updates following briefing in November 2011. Further update to be provided in May 2012.
OSMC/11/120	Potholes To examine the methodology in operation for the repair of pot holes	Task group review with information supplied by, and questioning of, lead officers and external partners.		OSMC	Feb-12	Mark Edwards – 2208 Highways & Transport	Councillor David Betts	In Progress	Item to begin following the completion of Item 78, Councillors Brian Bedwell, Emma Webster, Keith Woodhams participating. First meeting held on 29/03/12.
OSMC/11/129	Housing Allocations policy To contribute to the development of a new policy	In meeting policy development supported by task group and individual Member activity.		OSMC	Feb-12	Mel Brain - 2403 Social Care Commissioning and Housing	Councillor Alan Law	In Progress	Added to work programme at the 10 January 2012 meeting, following a suggestion by Corporate Board
OSMC/12/128	Youth Justice To review the outcomes being achieved following the changes made to police interventions with young people and the resultant drop in people entering the youth justice system.	In meeting review with information supplied by, and questioning of, lead officers.		OSMC	Start: Aug 2012 End: Aug 2012	Susan Powell, Robin Rickard	Councillor Anthony Stansfeld		Item raised in response to performance reported at Q2 2011/12. See agenda and minutes of 2012-02-21. To be heard at OSMC in September 12
OSMC/12/123	Domestic Abuse To understand and critically appraise the systems and process in place for the management of domestic abuse in the District	TBD		OSMC	Start: TBD End: TBD	Davy Pearson, Robin Rickard (TBC)	Councillor Anthony Stansfeld	To be scheduled	Item incorporated at OSMC meeting of 2012-02-21. Scope and ToR to be provided at the meeting of 2012-04-17
OSMC/12/130	Consultation The effectiveness of consultation undertaken by the Council	Task group review with information supplied by, and questioning of, lead officers and external partners.		OSMC	Start: TBD End: TBD	Jason Teal – 2102 Policy & Communication	Councillor Anthony Stansfeld	To be scheduled	

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2011/12

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/09/57	Revenue and capital budget reports To receive the latest period revenue and capital budget reports To consider any areas of concern.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMWG	Start: 13/09/10 End: Each Quarter	Andy Walker – 2433 Finance	Councillor Keith Chopping	In Progress	May lead to areas for in depth review.
OSMC/09/63	Establishment Reports To receive the latest report on the changes to the Council's establishment.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMWG	Start: 13/09/10 End: Each Quarter	Robert O'Reilly – 2358 Human Resources	Councillor Anthony Stansfeld	In Progress	May lead to areas for in depth review.
OSMC/11/110	Energy Saving To review the Council's policies and procedures for Energy Saving.	In a meeting review the Council's procedures to Energy Saving		RMWG	Start: April 2012 End: April 2012	Adrian Slaughter	Councillor Hilary Cole	In Progress	
OSMC/11/111	Risk Register To scrutinise individual items on the Risk Register on an annual basis.	In meeting review and scrutinise individual items on Risk Register.	Monitoring item	RMWG	Ongoing	Ian Priestley	Councillor David Betts	In Progress	Next request Sept 2012
OSMC/11/112	Medium Term Financial Strategy To review the role and format of the MTFS	In meeting review of the MTFS		RMWG	Start: Oct 2012 End: Oct 2012	Andy Walker	Councillor Keith Chopping	In Progress	Requested by RMWG on 26 July 2011
OSMC/11/113	Procedures for Blue Badge Holder To review the operation of the new procedures, criteria and rules of use for Blue Badge holders following the introduction of them in January 2012	In meeting review.		RMWG	Start: Jan 2013 End: Jan 2013	Mark Edwards	Councillor David Betts	In Progress	Requested by RMWG on 26 July 2011
OSMC/11/117	Managed Vacancy Factor (MVF) To understand the aims and operation of the MVF	In meeting review.		RMWG	Start April 2012 End April 2012	Robert O'Reilly HR	Councillor Anthony Stansfeld		
OSMC/12/121	Asset Management To understand and critically appraise the systems and process in place for the management of the Council's assets	In meeting review with information supplied by, and questioning of, lead officers.		RMWG	Start: TBD End: TBD	John Ashworth	Councillor David Betts	To be scheduled	Item incorporated at OSMC meeting of 2012-02-21

Key:

OSMC Overview and Scrutiny Management Commission
HSP Health Scrutiny Panel
RMWG Resource Management Working Group

Scheduled meeting dates

10/01/12	21/02/12	17/04/12	29/05/12
06/12/11	17/01/12	27/03/12	
17/01/12	28/02/12	24/04/12	

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