



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **OVERVIEW AND SCRUTINY
MANAGEMENT COMMITTEE** will be held at the Civic
Offices, Shute End, Wokingham RG40 1BN on
TUESDAY 12 JULY 2016 AT 7.00 PM

Andy Couldrick
Chief Executive
Published on 4 July 2016

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Our Vision

A great place to live, an even better place to do business

Our Priorities

Improve educational attainment and focus on every child achieving their potential

Invest in regenerating towns and villages, support social and economic prosperity, whilst encouraging business growth

Ensure strong sustainable communities that are vibrant and supported by well designed development

Tackle traffic congestion in specific areas of the Borough

Improve the customer experience when accessing Council services

The Underpinning Principles

Offer excellent value for your Council Tax

Provide affordable homes

Look after the vulnerable

Improve health, wellbeing and quality of life

Maintain and improve the waste collection, recycling and fuel efficiency

Deliver quality in all that we do

MEMBERSHIP OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Councillors

Simon Weeks (Chairman)	John Kaiser (Vice-Chairman)	Parry Batth
Prue Bray	Michael Firmager	Kate Haines
Pauline Helliard-Symons	John Jarvis	Ken Miall
Philip Mirfin	Ian Pittock	Shahid Younis

Substitutes

Laura Blumenthal	Lindsay Ferris	Abdul Loyes
Rachelle Shepherd-DuBey		

ITEM NO.	WARD	SUBJECT	PAGE NO.
11.		APOLOGIES To receive any apologies for absence.	
12.		MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Meetings held on 17 and 31 May 2016.	7 - 22
13.		DECLARATIONS OF INTEREST To receive any declarations of interest.	
14.		PUBLIC QUESTION TIME To answer any public questions. A period of 30 minutes will be allowed for members of the public to ask questions submitted under notice. The Council welcomes questions from members of the public about the work of this committee. Subject to meeting certain timescales, questions can relate to general issues concerned with the work of the Committee or an item which is on the Agenda for this meeting. For full details of the procedure for submitting questions please contact the Democratic Services Section on the numbers given below or go to www.wokingham.gov.uk/publicquestions	
15.		MEMBER QUESTION TIME To answer any Member questions.	

16.	None Specific	PARTICIPATORY BUDGET EXERCISE FOR THE 2016/17 BUDGET	23 - 62
		To consider a report and presentation from the Executive Member for Economic Development and Finance on the Participatory Budget Exercise carried out in 2015. Also to consider an overview of the Council's updated Economic Development Strategy.	
17.	None Specific	COUNCIL PLAN PERFORMANCE MONITORING - FOLLOW UP	63 - 68
		To consider a report on follow-up information relating to the Council's Quarter 4 Council Plan Performance Monitoring report.	
18.	None Specific	DEVELOPING THE OVERVIEW AND SCRUTINY WORK PROGRAMME	69 - 74
		To consider a report which sets out proposals to strengthen Overview and Scrutiny work programming.	
19.	None Specific	PUBLIC AND MEMBER QUESTIONS TO THE EXECUTIVE	75 - 78
		To consider a list of Public and Member questions submitted to the Executive on 30 June 2016.	
20.	None Specific	CONSIDERATION OF THE CURRENT EXECUTIVE AND INDIVIDUAL EXECUTIVE MEMBER DECISION FORWARD PROGRAMMES	79 - 88
		To consider the current published version of the Executive Forward Programme and the Individual Executive Member Decisions Forward Programme.	
21.	None Specific	UPDATE REPORTS FROM THE OVERVIEW AND SCRUTINY COMMITTEE CHAIRMEN	89 - 94
		To consider update reports from the Chairmen of the three Overview and Scrutiny Committees.	
22.	None Specific	COMMITTEE WORK PROGRAMMES	95 - 106
		To consider the Work Programme for the Overview and Scrutiny Management Committee and the three Overview and Scrutiny Committees.	

Any other items which the Chairman decides are urgent

A Supplementary Agenda will be issued by the Chief Executive if there are any other items to consider under this heading.

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MINUTES OF A MEETING OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE HELD ON 17 MAY 2016 FROM 7.30 PM TO 9.30 PM

Committee Members Present

Councillors: Tim Holton (Chairman), Michael Firmager (Vice-Chairman), Prue Bray, Kate Haines, Norman Jorgensen and Ken Miall

Other Councillors Present

Councillors: Lindsay Ferris, Julian McGhee-Sumner and Richard Dolinski

Officers Present

Neil Carr, Principal Democratic Services Officer

Matt Davey, Head of Highways

Andrew Moulton, Head of Governance and Improvement Services and Monitoring Officer

Mary Severin, Borough Solicitor and Deputy Monitoring Officer

74. APOLOGIES

Apologies for absence were submitted by Councillors Clark, Helliard-Symons, Jarvis and Richards.

75. DECLARATION OF INTEREST

There were no declarations of interest.

76. PUBLIC QUESTION TIME

There were no public questions.

77. MEMBER QUESTION TIME

There were no Member questions.

78. CALL-IN OF EXECUTIVE DECISION - EVENING, SUNDAY AND SHUTE END CHARGES

The Committee considered the Call-In of the decision taken by the Executive, at its meeting on 31 March 2016, relating to the introduction of evening and Sunday charges for Wokingham Borough Council car parks and charges for the Shute End Council offices car park. The decision had been called in by Councillors Prue Bray, Lindsay Ferris, Tom McCann, Beth Rowland and Rachelle Shepherd-Dubey.

The Executive decision had been called in on the following grounds:

- The action proposed was not proportionate to the desired outcome;
- Due consultation had not taken place;
- A presumption in favour of openness had not been observed;
- Clarity of aims and objectives had not been achieved;
- Only one option was presented and no details of other any other options considered had been presented.

The following witnesses were invited to submit evidence and answer questions in order to assist the Committee in its deliberations:

- Councillor Lindsay Ferris to set out the reasons behind the Call-In;

- Councillor Richard Dolinski to represent the views of Woodley Town Council and the Woodley Town Centre Management Initiative;
- Keith Malvern and Peter Must to challenge the reasons underpinning the Executive decision;
- Matt Davey (Head of Highways) to provide facts and figures relating to the Executive decision;
- Councillor Julian McGhee-Sumner to represent the views of the Leader of the Council and the Council's Executive;
- Andrew Moulton (Monitoring Officer) and Mary Severin (Borough Solicitor) to answer any legal/procedural questions relating to the Executive decision and subsequent Call-In process.

Councillor Tim Holton (Chairman) welcomed the witnesses and explained the format of the meeting. Each witness would be invited to make a short presentation to the Committee followed by a question and answer session. Following the witness session the Committee would consider all the evidence and decide upon any appropriate recommendations.

Councillor Lindsay Ferris addressed the Committee on the reasons behind the Call-In and made the following points:

- Proportionality – a blanket charge had been proposed for all car parks except one, no matter what their location or usage.
- Consultation – the consultation which took place was on the tariff, not on the principle. No specific consultation had taken place with affected businesses, organisations or individuals. Additionally, professional advice appeared to have been provided by Highways Officers only.
- Openness – there had been no warning about the proposal prior to the consultation on the level of charges.
- Clarity of aims and outcomes – during the Executive meeting it was suggested that the new charges would not be introduced in Woodley and that daytime charges would be increased instead. However, the original recommendations were voted through.
- Options – only one option was presented to the Executive and no details of other options considered have been presented.
- The Call-In challenged the decision making process rather than the introduction of new charges. The decision was originally due to be an Individual Executive Member Decision until the process was challenged and it was referred to the Executive. The survey which produced key information was not carried out until after the consultation was closed and the Executive decision was based on partial information about the impact of the changes. There was no evidence that the proposal relating to Woodley was based on any robust data.
- In summary, the decision making was poorly handled and there was a need for more robust systems to ensure that decisions were evidence based and communicated effectively.

In the subsequent question and answer session the following points were raised:

- Introduction of a blanket charge for all car parks was not appropriate without an assessment of the different impacts on each car park.
- It was not clear how the savings figure of £150k had been estimated without detailed evidence.
- The Executive report should have contained an assessment of other options which could have delivered the required savings.

Councillor Richard Dolinski addressed the Committee and made the following points:

- Councillor Dolinski had asked a question at the Executive following consideration of the proposals by Woodley Town Council's Community Services Committee, the full Town Council and the Woodley Town Centre Management Initiative (TCMI).
- The view from Woodley Town Council and the Woodley TCMI was that a 10p increase to existing daytime charges was fairer.

In the subsequent question and answer session the following points were made:

- Councillor Dolinski's understanding (confirmed in writing before the Executive meeting) was that the 10p increase to daytime charges in Woodley would be trialled for one year.
- It was confirmed that Councillor Keith Baker had attended the Town Council Community Services Committee meeting, but had not taken part in the discussions on the Borough Council's proposals.

Keith Malvern addressed the Committee and made the following points:

- Mr Malvern referred Members to his written witness statement. This highlighted the fact that a number of opportunities had been missed to find a better solution.
- The Borough Council's Head of Highways (Matt Davey) had stated in writing that the principle of charging had already been established but there was no evidence that this "in principle" decision applied to the evening and Sunday charging proposal.
- The written statement highlighted a number of lessons that should have been learned in relation to consultation, clarity on the established principles, the handling of customer feedback and transparent decision making.

In the subsequent question and answer session the following point was made:

- It was confirmed that the Council's Constitution (paragraph 1.4.2 f)) stated "when decisions are taken by the Executive, details of the options which were taken into account and the reasons for the decision will be recorded".

Peter Must addressed the Committee and made the following points:

- There was confusion about the level of charges in different car parks. For example, it was not clear whether the former Wellington House car parks were included in the proposals.
- Inconsistent advice about the charging regime had been provided by different parts of the Council, e.g. the Highways team and the Town Centre Regeneration team.

In the subsequent question and answer session the following points were made:

- The March 2016 report to the Executive included a list of car parks which were subject to the new charging regime. The list included the Carnival Pool car park but did not include the former Wellington House car parks.
- The former Wellington House car parks had not been included in the Executive proposals as a result of the need to generate additional car parking spaces to accommodate Carnival Pool car park users when that car park was closed to enable building work on the new multi-storey car park.

Matt Davey, Head of Highways addressed the Committee and made the following points:

- The Officer response to the list of Call-In issues was contained in a report included in the Agenda for the Committee.
- In relation to proportionality, Officers considered that the proposals were proportionate as they ensured that all users of the Council's car parks made a contribution. The income generated would be used to fund transport improvements and maintenance costs across the Borough.
- In relation to due consultation, Officers considered that the consultation was clear that it included the introduction of charges and the level of charges to be applied. In addition, professional advice had been received from the Highways, Legal Services and Town Centre Regeneration teams.
- In relation to openness, Officers considered that the consultation process had been consistent with corporate guidelines. The number of responses indicated that it had been seen by a large number of individuals and groups.
- In relation to clarity of aims and outcomes, Officers considered that the aims of the proposals were clearly stated, i.e. to ensure that the Council's off-street car parks provided a best value return on the asset.
- In relation to options, Officers considered that the original Executive report and draft Minutes were consistent with the Constitutional requirements, i.e. the Executive report had only included one option and this was reflected in the draft Executive Minutes.

In the subsequent question and answer session the following points were raised:

- The principle of evening and Sunday charging had been confirmed by the Executive. However, there was flexibility to vary the charges through Executive Member and Officer delegation.

- There had been some discussion prior to the Executive about a different solution in Woodley. However, the Executive decision covered all parts of the Borough and that was the decision under scrutiny through the Call-In process.
- In relation to the principle of charging, the Council's Car Parking Plan (2011) included the statement "all car parks must be fully self-funding based around the principle of user pays".
- In Mr Davey's professional opinion, the Executive decision had complied with all the relevant Constitutional principles.
- The proposals were estimated to provide £150k additional income. Delays in implementing the Executive decision resulted in a shortfall of £12.5k per month.
- The savings estimate of £150k was not based on an exact scientific formula. However, previous estimates of income generation had been reasonably accurate. Other factors such as the introduction of Civil Parking Enforcement and town centre regeneration would also have an impact.
- Costs of enforcement and new pay and display machines had been factored into the financial estimates reported to the Executive.

Councillor Julian McGhee-Sumner addressed the Committee and made the following points:

- There had been some discussion about different options for Woodley at the Executive meeting. However, this was not included in the decision made on the night.
- Discussions about Woodley had taken place because stakeholders in Woodley had made representations to the Council before any other parts of the Borough.

In the subsequent question and answer session the following points were made:

- In Councillor McGhee-Sumner's opinion the relevant Constitutional principles had been observed during the Executive decision-making process.

Andrew Moulton (Monitoring Officer) and Mary Severin (Borough Solicitor) addressed the Committee and made the following points:

- Andrew Moulton and Mary Severin were both satisfied that the relevant Constitutional principles had been observed in relation to the Executive decision on the introduction of new car parking charges.

In the subsequent question and answer session the following points were made:

- In relation to the Individual Executive Member Decision-making process (IEMD), it was sometimes difficult to establish the correct route for a decision. The Chairman confirmed that the Overview and Scrutiny Management Committee would be reviewing the IEMD Forward Programme at future meetings, which would bring additional rigour to the process.

- In relation to any future decisions to vary the new car parking charges (including any proposals for individual parts of the Borough) Mary Severin (Borough Solicitor) agreed to write to Members of the Committee with clarification on the implications of Paragraph 12.1.16.24 of the Constitution (Fees and Charges).

Following the witness session, a summary session was held to allow witnesses to provide clarification on points raised by the other witnesses. The following point was raised:

- Once the new charges were introduced, car park users parking at 5.30pm would have to pay an additional evening charge to park after 6pm in the Council's car parks.

Following the completion of the witness session, the Committee considered the evidence in relation to the points raised by the Call-In request. During the discussion the following points were made:

- Councillor Bray felt that the decision making process had been muddled and the final decision should have been based on more detailed information. Furthermore, the issue relating to Woodley had been introduced at the last minute and had caused further confusion. The need for the Council to identify additional income streams was understood but the issue here was the way in which the decision had been taken. Consequently, Councillor Bray felt that the Committee should, at least, make a recommendation to the Executive about the importance of decision making based on a clear process underpinned by sufficient detailed information and customer feedback.
- Councillor Miall felt that decision had been taken in line with the principles of decision making set out in the Council's Constitution. It appeared that the communication surrounding the decision could have been handled better. Consequently, Councillor Miall suggested that the Chairman discuss the relevant communication issues with the Leader of the Council.
- Councillor Norman Jorgensen felt that correct procedures had been followed in line with the Council's Constitution. The evidence provided by Councillor McGhee-Sumner and various Officers indicated that the Executive understood the decision being made on the introduction of new car park charges.
- Councillor Firmager felt that the correct decision making principles had been used. This was supported by evidence from the Monitoring Officer and the Borough Solicitor.
- Councillor Haines felt that the decision was taken in line with the Council's Constitution as evidenced by the professional opinion of key Officers.
- Councillor Holton felt that the decision had been taken in line with the Council's decision making principles. The Monitoring Officer and Borough Solicitor had examined each of the Call-In points and had concluded that there was no breach of the Constitution. Furthermore, the evidence from Councillor McGhee-Sumner demonstrated that the Executive was clear on the decision being made at the Executive meeting on 31 March 2016.

RESOLVED That:

- 1) the Executive decision relating to the introduction of Evening, Sunday and Shute End charges be confirmed;
- 2) the Borough Solicitor write to Members of the Committee, clarifying the appropriate decision making process for any future variations of the agreed Evening, Sunday and Shute End charges, including any proposals for individual parts of the Borough;
- 3) the Chairman write to the Leader of the Council to highlight the communication issues arising from the decision making process in this case.

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**MINUTES OF A MEETING OF THE
OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE
HELD ON 31 MAY 2016 FROM 7.30 PM TO 9.10 PM**

Committee Members Present

Councillors: Simon Weeks (Chairman), John Kaiser (Vice-Chairman), Parry Batth, Prue Bray, Michael Firmager, Ken Miall, Philip Mirfin, Ian Pittock and Shahid Younis

Other Councillors Present

Councillors: Lindsay Ferris

Officers Present

Neil Carr, Principal Democratic Services Officer
Julie Holland, Service Manager, Business Improvement

1. APOLOGIES

Apologies for absence were submitted from Councillors Kate Haines, Pauline Helliars-Symons and John Jarvis.

2. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 7 March 2016 were confirmed as a correct record and signed by the Chairman.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. PUBLIC QUESTION TIME

There were no public questions.

5. MEMBER QUESTION TIME

There were no Member questions.

6. COUNCIL PLAN PERFORMANCE MONITORING 2015/16 - QUARTER 4 REPORT

The Committee considered a report and supporting Appendix, set out on pages 15 to 54, which provided performance management information in relation to the Council's activities and services.

Julie Holland, Service Manager, Business Improvement, introduced the report and stated that the majority of performance indicators were currently on track and were rated Green. A number of indicators were currently rated Amber or Red as follows:

Amber Indicators

- % Children who are currently subject to a Child Protection Plan (CPP) who are subject to a CPP for a second or subsequent time within 24 months;
- % Looked After Children living within 20 miles of their home;
- Number of WBC Councillors and Social Care staff who are known to be "Dementia Friendly";
- Cumulative % of the eligible population aged 40-70 who received an NHS health check;
- HIV diagnosed prevalence per 1,000 people aged 15-59;

- Berkshire West Joint Commissioning Forum
- % Secondary Schools with a current Ofsted rating of “Good” or better;
- Kgs of residual household waste per household per annum;
- % household waste reused, recycled or composted;
- Capital Budget monitoring forecast position;

Red Indicators

- % care proceedings completed in 2015/16 within 26 weeks of application;
- Reduce the education gap at Key Stage 2 level 4 between disadvantaged and other pupils for Reading, Writing and Maths;
- Number of affordable dwellings completed.

Julie Holland gave a further update on two indicators:

- Fosters – construction of the replacement building had started in April 2016;
- % of service users satisfied with Environmental regulatory services – quarter 4 performance was reported at 82% (Green).

Julie Holland also reported that service departments were in the process of reviewing indicators and targets to ensure that Officers and Members were receiving key information to enable them to carry out their respective roles effectively. Members felt that greater clarity on the tolerance range for Red, Amber and Green indicator status and the timeframe for each indicator (monthly, six-monthly or annual) would also assist Members.

The Committee considered each section of the report in turn. Members raised the following comments and questions in relation to specific indicators.

Community

Agenda page 18 - % Care Proceedings completed in 2015/16 within 26 weeks of application – Members queried the value of the indicator which was influenced by the actions of partner organisations which were outside the Council’s control.

Agenda page 19 - % Looked After Children living within 20 miles of their home – Members requested further information on the actions being taken to achieve the indicator target.

Agenda page 31 – Reducing the education gap at Key Stage 2 and Key Stage 4 – Members asked for further information on the impact of the new Ofsted regime and the implications for the Council if the education gap did not narrow.

Agenda page 32/33 - % of schools with a current Ofsted rating of “good” or better – Members requested an update on the implications for local schools of the Government’s recent policy changes on the forced academisation of schools.

Place

Agenda page 37 – Kgs of residual household waste per household per annum – Members requested further information on the factors underpinning the reduction in wood recycling.

Agenda page 38 - % of household waste reused, recycled and composted – Members requested further information on the options under consideration to increase recycling

rates, the operation of the permit scheme at the Household Waste Recycling Centres (HWRCs) and the anecdotal evidence that plastics were being separated at the Bracknell HWRC.

The Committee considered the format of the performance report and felt that the use of colours to illustrate the Red, Amber or Green status of indicators would assist Members' deliberations.

RESOLVED That:

- 1) the Council Plan Performance Monitoring Report – Quarter 4 (2015/16) be noted;
- 2) additional information relating to the issues raised by Members on specific performance indicators be circulated outside of the meeting;
- 3) future performance reports include coloured bars to illustrate the Red, Amber or Green status of performance indicators;
- 4) a further report be submitted to the Committee on the process for identifying key indicators and the way in which performance targets were set.
- 5) the Children's Services Overview and Scrutiny Committee be asked to consider the issues highlighted in relation to reducing the education gap at Key Stages 2 and 4 and to report back to the Management Committee.

7. CONSIDERATION OF REQUESTS FOR OVERVIEW AND SCRUTINY REVIEWS IN 2016-17

The Committee considered a report, set out on Agenda pages 55 to 74, which set out details of the Overview and Scrutiny issues considered in 2015/16, the ongoing work programme for the Overview and Scrutiny Committees and a list of new Overview and Scrutiny suggestions for 2016/17.

The Committee was reminded of the established review selection criteria to be used in considering new Overview and Scrutiny suggestions:

- Whether the issue was of local and, preferably, current concern;
- Whether a review could be linked to the Council's Vision, Priorities and Principles;
- Whether the topic was already being reviewed elsewhere within the Council;
- Whether the topic was capable of being influenced by the Committee or the three Overview and Scrutiny Committees;
- Whether the scope of the topic was manageable;
- Whether sufficient resources were available to support the Scrutiny work;
- Whether, if a review was warranted, the priority was low, medium or high;
- Whether a review should be undertaken by the Management Committee, one of the three Overview and Scrutiny Committees, or a time-limited Task and Finish Group.

The Chairman reminded the Committee of the ongoing organisational change programme: 21st Century Council. It was likely that some of the Overview and Scrutiny review suggestions would fall within the work of the 21st Century Council programme. Members felt that it would be useful to receive a briefing on the 21st Century Council programme as it would impact significantly on the work of the Overview and Scrutiny Committees over the next few years.

The Committee considered each of the Overview and Scrutiny request submissions in turn. During the Committee's discussions Members made the following points:

End to End Reporting of Data and Analytics Capability – Councillor Shahid Younis

Members were referred to the details of the suggestion, set out on Agenda page 63. Councillor Younis presented the suggestion and highlighted the importance of accurate, timely information for both Officers and Members. Members needed up-to-date information in order to oversee performance and identify issues as quickly as possible. With modern technology there was no reason why this could not be achieved.

It was agreed that this suggestion was supported in principle and should be referred to the Community and Corporate Overview and Scrutiny Committee for further consideration. Members also noted that the suggestion may fall within the 21st Century Council work programme and may not be pursued if it was duplicating work already under way.

Housing Rents and Housing Benefits – Councillor Lindsay Ferris

Members were referred to the details of the suggestion, set out on Agenda page 64. Councillor Ferris presented the suggestion and highlighted the importance of joined up working when different services interacted with Council tenants and other customers.

It was agreed that the suggestion had merit, but it was felt that this issue, along with similar service issues, would fall within the remit of the 21st Century Council project. Consequently, it would be discussed as part of the proposed Overview and Scrutiny Member briefing on 21st Century Council.

Public Sector Equality Duty – Councillor Prue Bray

Members were referred to the details of the suggestion, set out on Agenda page 64 to 65. Councillor Bray presented the suggestion and highlighted the Council's statutory duties under the Equality Act 2010 to set equality objectives and to publish information relating to progress made in relation to the Act. Members noted that work was under way to update the Council's policies and procedures relating to the duties under the Equality Act.

It was agreed that a report be submitted to the Management Committee in September 2016, setting out the draft policies and procedures relating to the Council's duties under the Equality Act 2010.

The Cost, Use and Effectiveness of Cycle Lanes – John Redwood MP

Members were referred to the details of the suggestion, set out on Agenda page 65. Members considered the development and usage of cycle lanes across the Borough and the funding stream through the Sustrans programme. In line with Government policy, investment in cycle lanes was part of the development of sustainable transport solutions.

It was agreed that Members continue to monitor the effectiveness of the Borough's cycle lanes through the quarterly performance monitoring report and that John Redwood be notified of the rationale for introducing cycle lanes in the Borough.

Introduction of Multi-disciplinary Wardens – Mr P Windley

Members were referred to the details of the suggestion, set out on Agenda pages 65 to 66. Members noted the introduction of multi-disciplinary wardens in other authorities but felt that the adoption of Civil Parking Enforcement powers would not be a suitable vehicle. It was also noted that the 21st Century Council programme would address the potential for introducing multi-disciplinary teams across a range of services.

It was agreed that Mr Windley be notified that the suggestion would be considered as part of the 21st Century Council programme.

Speed of Trains into London Waterloo from Wokingham – Mr S Stockford

Members were referred to the details of the suggestion, set out on Agenda page 66. Members noted that there had been some recent public debate about this issue. However, the development of potential solutions lay with the relevant train operating company (South West Trains) and Network Rail.

It was agreed that Mr Stockford be notified that the suggestion would be referred to South West Trains and Network Rail for consideration.

In addition to the list of new Overview and Scrutiny suggestions, Members considered the existing work programmes for each of the Overview and Scrutiny Committees. In discussing the existing work programmes Members made the following points:

- Councillor Anthony Pollock would be attending the Overview and Scrutiny Management Committee meeting on 12 July 2016 to discuss the public Budget consultation programme for 2016;
- The Council's Executive Members would be invited to attend the Overview and Scrutiny Management Committee during the year to discuss their portfolios and any emerging issues;
- The recent refresh of the Council Plan was a potential item for consideration, depending on its links to the 21st Century Council programme;
- The report of the recent corporate Peer Review of the Council was a suitable item for consideration by Overview and Scrutiny;
- The potential item on income generation opportunities from the Crossrail project required further clarification and scoping;
- Progress on the two ongoing Task and Finish Groups (Better Care Fund and Shared Services) was noted.

RESOLVED That:

- 1) the current work programme of the Overview and Scrutiny Management Committee and the Overview and Scrutiny Committees be noted;

- 2) the work programmes for the Overview and Scrutiny Management Committee and the three Overview and Scrutiny Committees be developed to reflect the Committee's discussion;
- 3) the residents who submitted Overview and Scrutiny suggestions be thanked and be notified of the outcome of the Committee's deliberations.

8. IDEAS FOR IMPROVING OVERVIEW AND SCRUTINY

The Committee considered a report, set out on Agenda pages 75 to 79, which gave details of a number of suggested improvements to Overview and Scrutiny processes and procedures. The suggestions were based on best practice examples from other local authorities and the Centre for Public Scrutiny. The aim of the suggestions was to improve public awareness about Overview and Scrutiny and make meetings and reports more effective.

The specific suggestions related to:

- More rigorous agenda setting in order to improve meeting formats;
- Improving the content of reports to focus on clear recommendations;
- Introducing Calls for Evidence to raise the profile of new Scrutiny reviews;
- Improvements to the Council website to raise the profile of Overview and Scrutiny;
- Greater use of social media to increase awareness of ongoing reviews and upcoming meetings;
- Introducing an Overview and Scrutiny section into Wokingham Borough News;
- Monitoring of public questions to the Executive and Council;
- Tracking of Overview and Scrutiny recommendations to ensure that decisions are followed up;
- Ensuring that Task and Finish Groups carry out a self-evaluation to support continuous improvement.

Members discussed each of the suggestions and agreed that they were worthy of support.

Members also considered a suggestion from the Chairman that future meetings of the Overview and Scrutiny Management Committee commence at 7.00pm rather than 7.30pm. If agreed, this change would bring the start time of the Management Committee into line with the other Overview and Scrutiny Committees.

RESOLVED That:

- 1) the proposed suggestions for improving Overview and Scrutiny be approved;
- 2) the impact and effectiveness of the proposals be monitored and reviewed by the Management Committee during the year;
- 3) future meetings of the Overview and Scrutiny Management Committee commence at 7.00pm.

9. CONSIDERATION OF THE CURRENT EXECUTIVE AND INDIVIDUAL EXECUTIVE MEMBER DECISION FORWARD PROGRAMME

The Committee considered a copy of the Executive Forward Programme, as set out on Agenda pages 81 to 86, and the Individual Executive Member Decision Forward Programme as set out on Agenda pages 87 to 88.

Members considered that the proposed Waste Strategy – re3 report (June 2016 Executive item) may be a suitable item for consideration by an Overview and Scrutiny Committee.

RESOLVED: That the Executive Forward Programme and the Individual Executive Member Decision Forward Programme be noted.

10. OVERVIEW AND SCRUTINY MEMBER TRAINING

The Committee considered the format and content of an Overview and Scrutiny training event, to be held on Monday 6 June 2016.

The aim of the event was to build an understanding of the key elements of Overview and Scrutiny and the development of skills which would assist Members in their roles. The session would explore the operation of Overview and Scrutiny at Wokingham Borough Council and use examples of best practice from around the country.

Members considered the itinerary for the training session and confirmed that the format and proposed content were suitable.

RESOLVED: That

- 1) the proposed format and content for the Overview and Scrutiny training event on 6 June be confirmed:
- 2) Overview and Scrutiny Members be reminded about the event and be encouraged to attend.

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TITLE	Participatory Budget Exercise for the 2016/17 Budget
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 12 July 2016
WARD	All
DIRECTOR	Graham Ebers, Director of Finance and Resources
LEAD MEMBER	Anthony Pollock, Lead Member for Economic Development and Finance

OUTCOME / BENEFITS TO THE COMMUNITY

To enable the community to engage with the financial challenges faced by the Council over the coming years and attain views on potential areas for budget savings.

RECOMMENDATION

The Committee is requested to consider the report and comment on the Participatory Budget Exercise for the 2016/17 Budget.

SUMMARY OF REPORT

Wokingham Borough Council asked residents to have their say on the Council's budget at a series of public drop-in sessions during October 2015. An initial pilot event was held with Members which was followed by five public meetings.

The intention of the sessions was to get a better understanding of the priorities of those who live, work or do business in the borough and to allow a discussion with the public to take place where they thought the council could make future savings.

The events took the form of a brief presentation (attached) explaining the financial context the Council was facing, usually introduced by the Leader of the Council and Chief Executive, followed by exhibition style discussions. Borough residents were encouraged to walk around each service and ask questions and give their views on a number of proposed saving options.

The drop-in sessions took place at:

- The Salvation Army Hall, Chalfont Close, Lower Earley
- St Crispin's School, London Road, Wokingham
- Charvil Village Hall, The Hawthorns, off Park Lane, Charvil
- Finchampstead Memorial Hall, The Village, Finchampstead
- The Oakwood Centre, Headley Road, Woodley

Events were advertised on the Council's website, local press (Wokingham Paper and Woodley Chronicle) as well as social media.

Attendees heard about the council's budget challenges and had the opportunity to discuss its priorities in terms of what local people believe are the most important and least important areas that the council should focus its limited resources on.

Those responses were collated and then published on the Wokingham Borough Council's website.

The conversations were generally considered to be very useful. They helped those attending attain a better understanding of the challenges faced by the Council and consequences of making particular decisions. They also provided insight into the desirability or otherwise of proposed budget savings. Alternative options for change were also captured.

Although not intended to be a consultation exercise, it is possible to cross reference areas of strong opinion with decisions made in the 2016/17 budget. It is however important to stress that the events were primarily intended to engage and discuss with the public, rather than directly determine budget decisions. A very small proportion of the total population of the borough attended and the comments (attached) should be considered in this context.

Although the attendance was low the exercise was generally considered to be successful for a first run. There is an intention to undertake a similar exercise for the 2017/18 budget setting process later in 2016. Lessons have been learned for the next round of events. This includes choice of venue, publicity (e.g. seeking greater radio exposure) and greater use of online interaction.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	Nil	Nil	N/A
Next Financial Year (Year 2)	Nil	Nil	N/A
Following Financial Year (Year 3)	Nil	Nil	N/A

Other financial information relevant to the Recommendation/Decision

Cross-Council Implications (how does this decision impact on other Council services, including property and priorities?)

Reasons for considering the report in Part 2

Not applicable

List of Background Papers

<http://www.wokingham.gov.uk/news-and-consultation/news-and-events/news-from-december-2015/budget-conversation-your-comments-published/>

Participatory Budgeting presentation (PDF).

Wokingham Paper – 25th September 2015

Woodley Chronicle – 24th September 2015

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Date 28 June 2016	Version No. 1.0

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Participatory Budgeting

October 2015



WOKINGHAM
BOROUGH COUNCIL

Separate Council Funds

Gross Expenditure

Dedicated School Grant £114m p.a.

Operating costs for schools
Funded by Government Grant

Capital £90m p.a.

Capital schemes
e.g. roads & schools
funded by developer
contributions, capital
receipts, Gov. grants
& borrowing

General Fund £169m p.a.

Operating costs for Council

Funded by
Council Tax &
Government Grants

Housing Revenue Account £16m p.a.

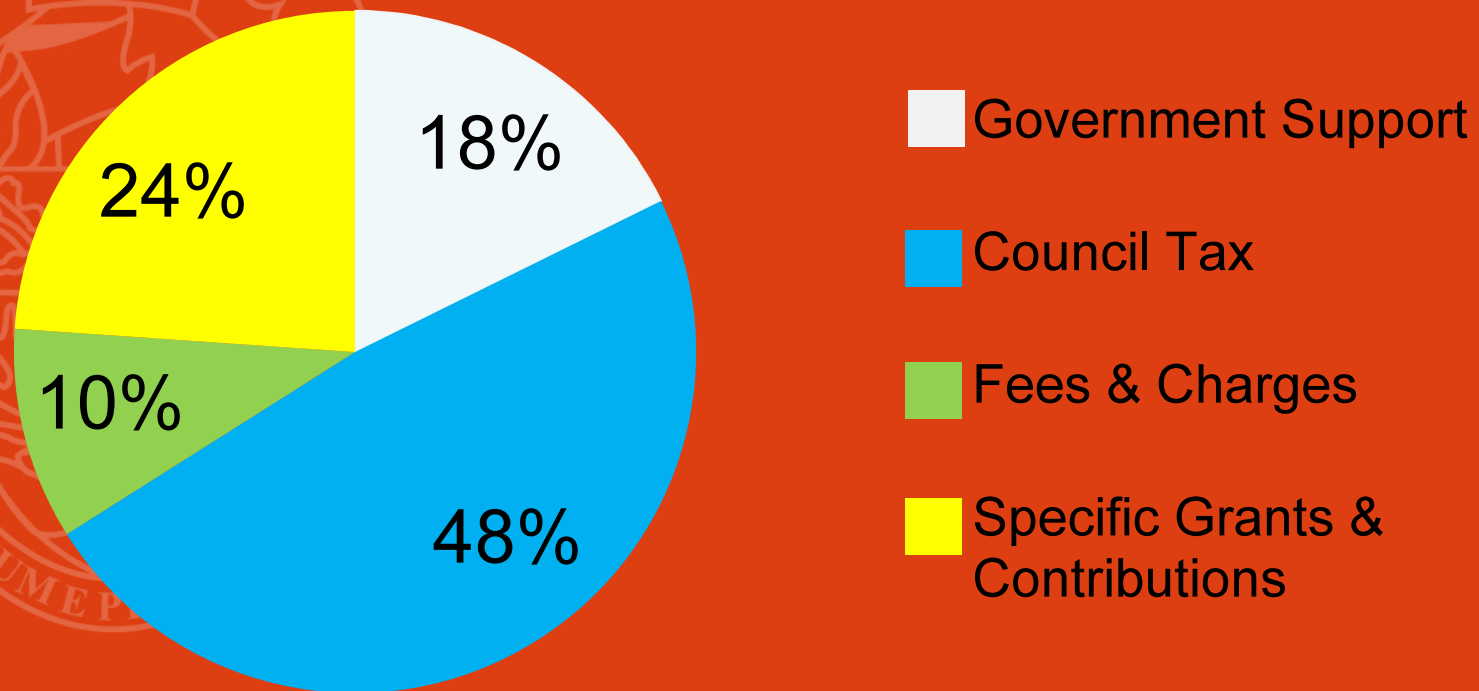
Operating costs for
council tenants
funded by housing rents



Income

Gross Expenditure £169m

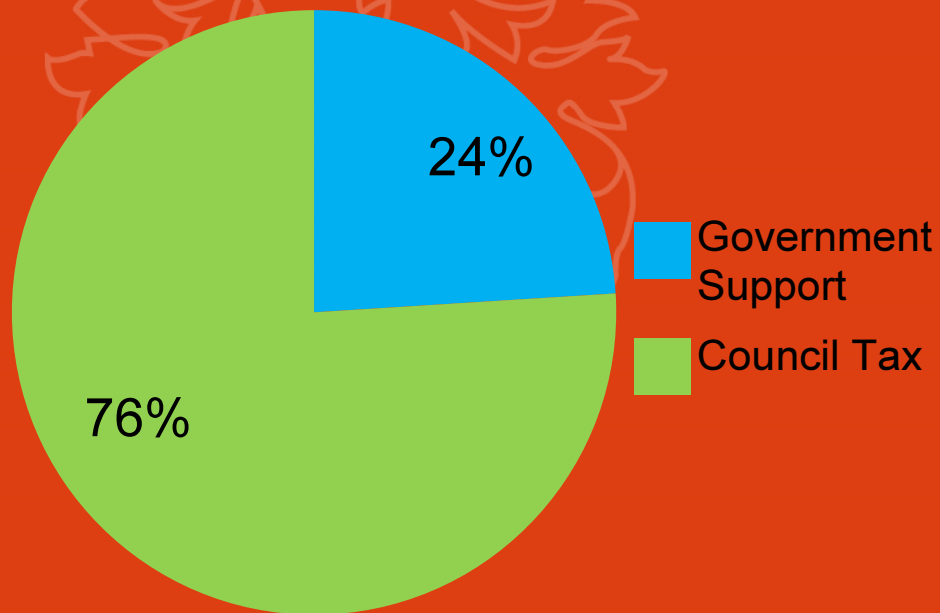
Income 2015 - 2016



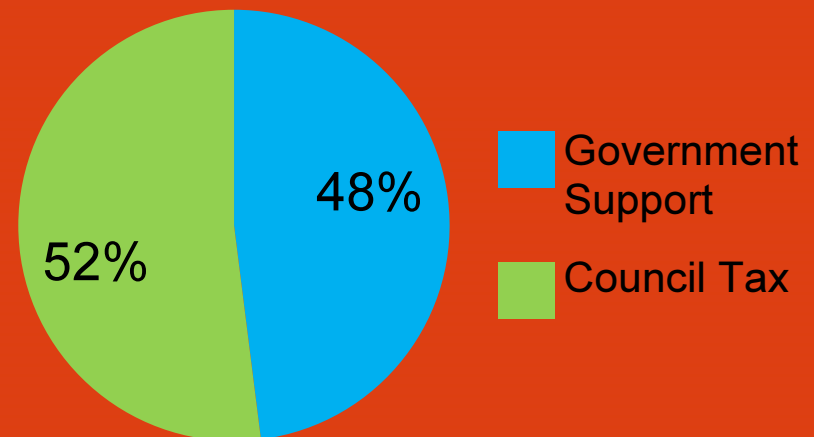
Income

Net Expenditure £113m

Wokingham



Average Unitary

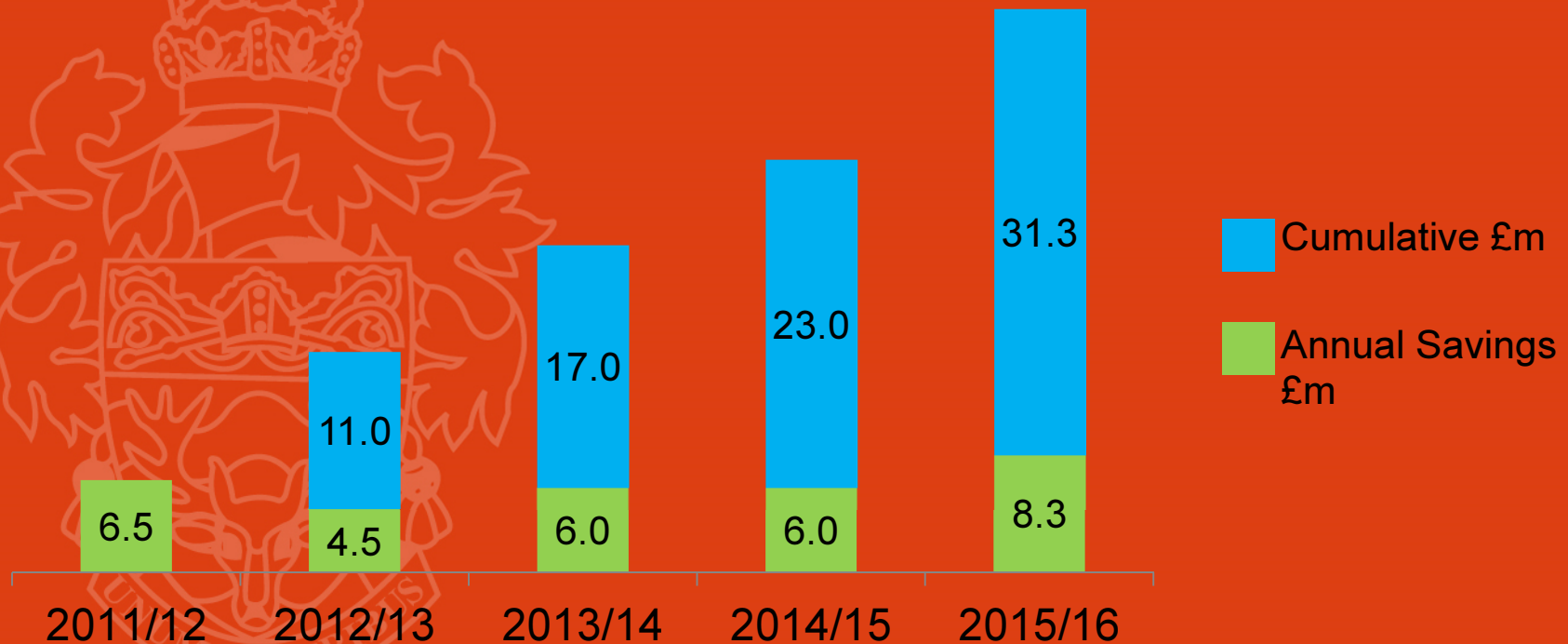


30



WOKINGHAM
BOROUGH COUNCIL

Savings and Efficiencies



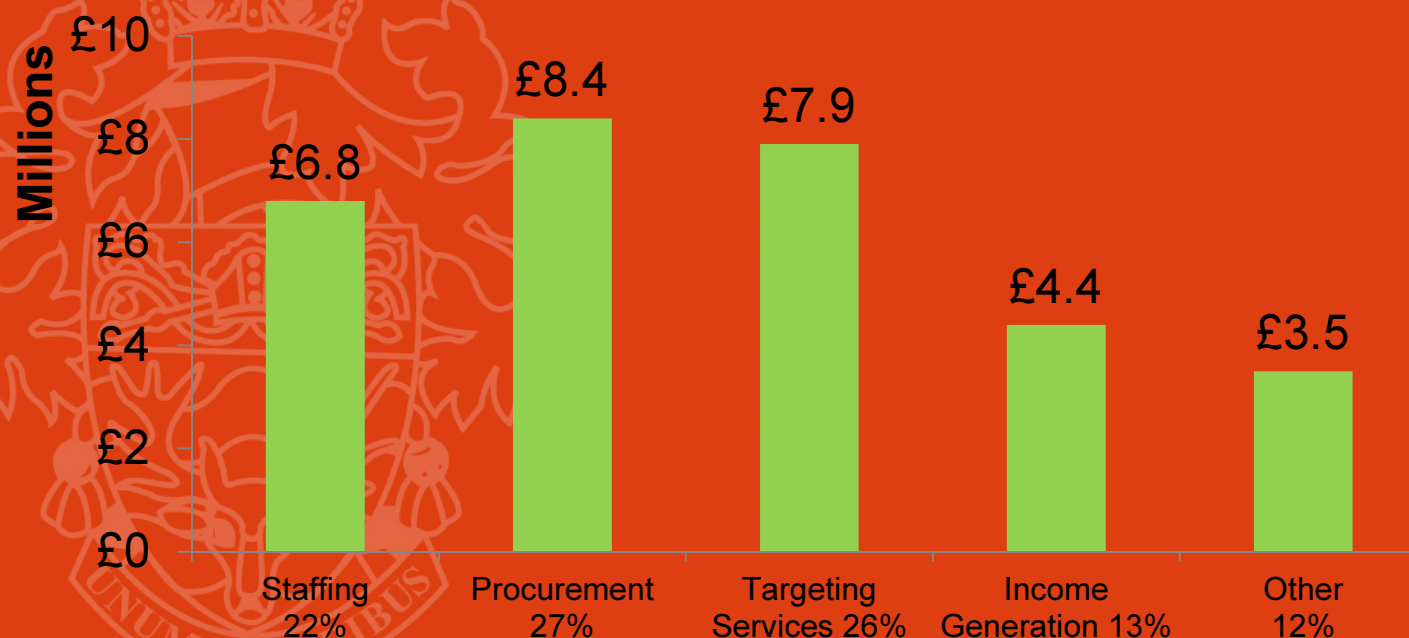
£31.3m equates to 27% of Net Budget
£31.3m equates to 18% of Gross Budget



WOKINGHAM
BOROUGH COUNCIL

How We Did It - £31m Efficiencies

Over the previous five years we have achieved £31m of savings and efficiencies, of which:



£23.8m real terms reduction in expenditure 2010/11 to 2015/16

Improved service performance

Positive employee engagement survey



WOKINGHAM
BOROUGH COUNCIL

Council Financial Challenge

	2016/17 £m	2017/18 £m	2018/19 £m
Reduction in Grant	(4.1)	(4.0)	(3.2)
Inflation	(1.2)	(1.2)	(1.6)
Service Growth	(3.4)	(2.8)	(2.9)
Tax Base Growth	<u>0.7</u>	<u>0.9</u>	<u>1.0</u>
Savings Target	(8.0)	(7.1)	(6.7)

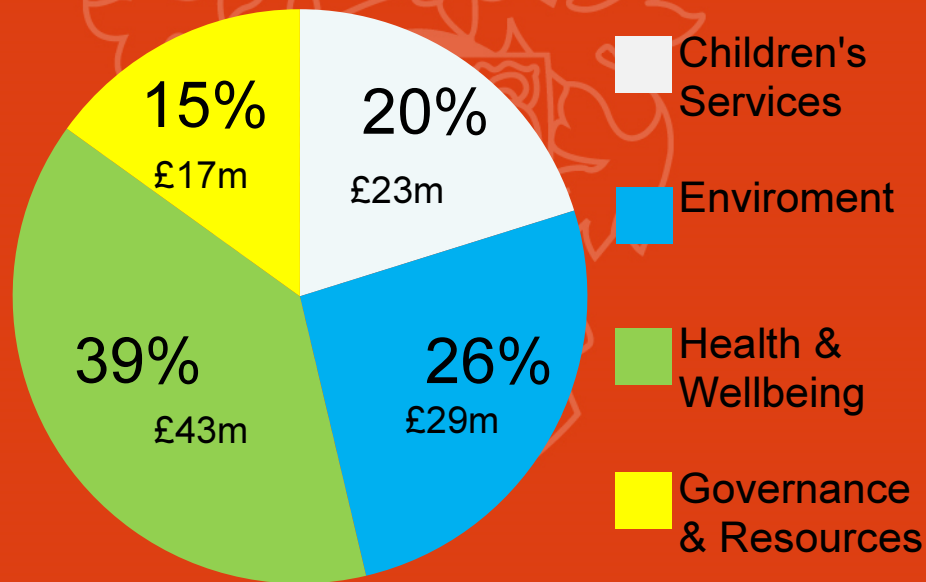
1% Increase in Council Tax represents £800,000 p.a.



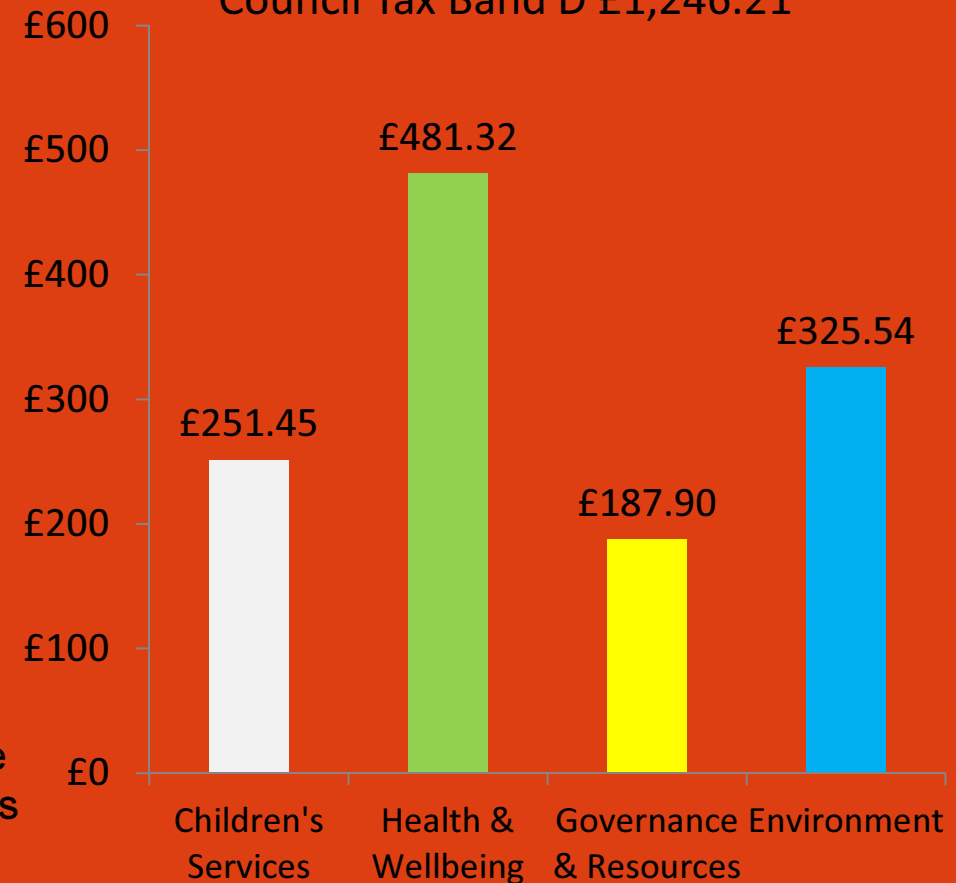
WOKINGHAM
BOROUGH COUNCIL

All Services

Percent of Total Budget



What this means for you
Council Tax Band D £1,246.21

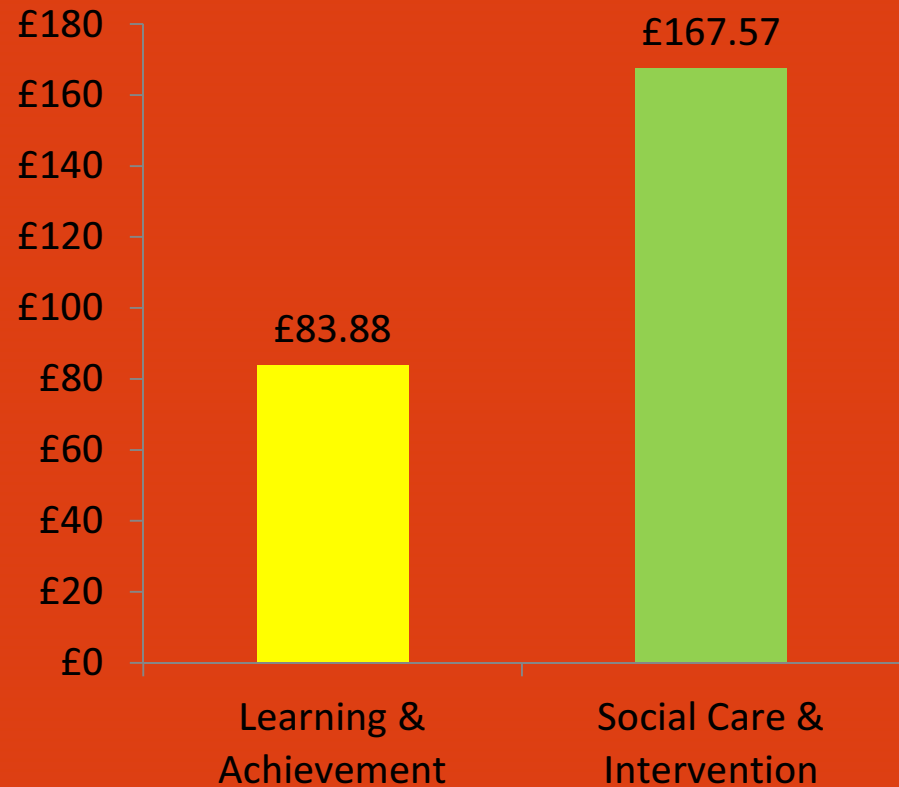
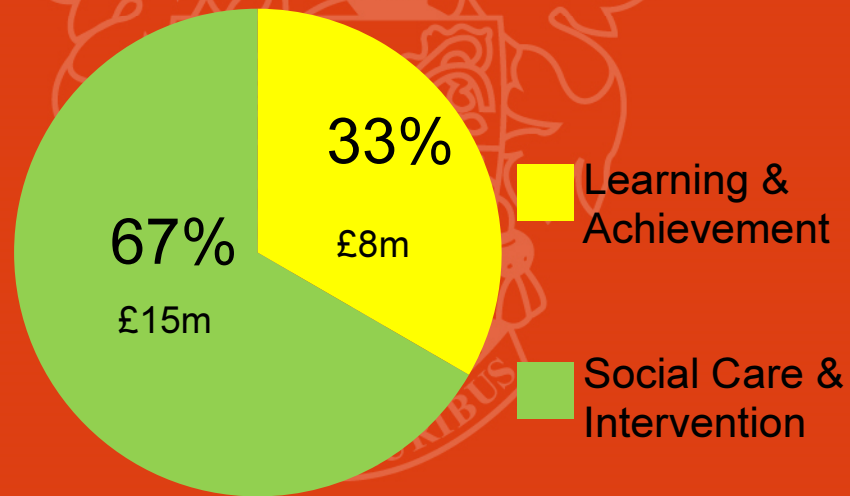


WOKINGHAM
BOROUGH COUNCIL

Children's Services

What this means for you
Council Tax Band D £251.45

Percent of Children's Services Budget



WOKINGHAM
BOROUGH COUNCIL

Children's Services

What we do

- Social work and support of families where children are in need or at risk of harm
- Support care leavers with accommodation and support to achieve independence
- Provide foster care, care planning and social work support for our looked after children
- Support children who have been missing and/or are at risk of sexual exploitation
- Give information and advice on a range of child and family needs from school places to family support
- Family support and activities via schools and children's centres
- Parenting workshops to help parents build self reliance



WOKINGHAM
BOROUGH COUNCIL

Children's Services

What we do

- Targeted youth support for young people who are vulnerable
- Work with young people at risk of offending or who have offended
- Special Educational Needs and educational psychology support
- Education welfare to support school attendance
- Day care & night respite for children with disabilities
- Home to school transport
- School places
- Early years places
- School governor training, guidance and support
- Adult education courses
- School improvement support

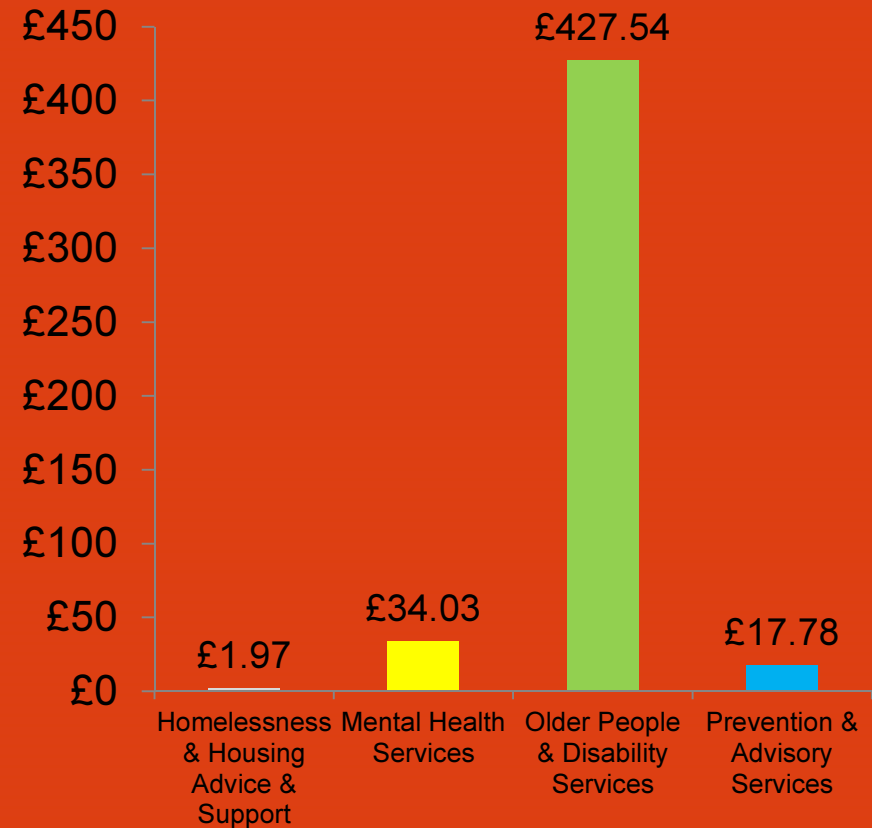
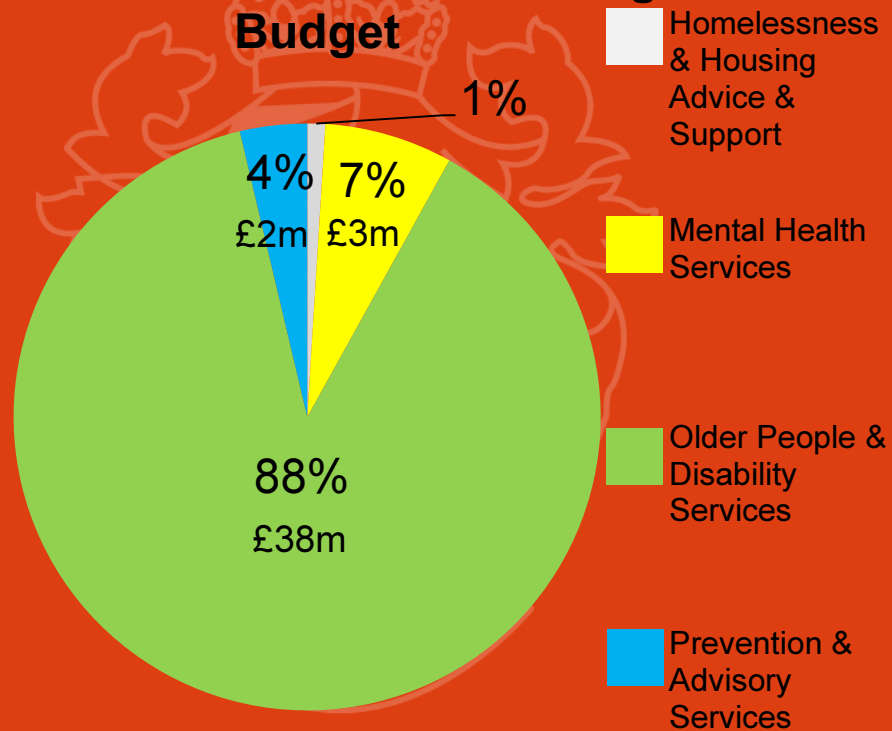


WOKINGHAM
BOROUGH COUNCIL

Health & Wellbeing

What this means for you
Council Tax Band D £481.32

Percent of Health & Wellbeing Budget



WOKINGHAM
BOROUGH COUNCIL

Health & Wellbeing

What we do

- Give information and advice
- Provide short term services to regain skills
- Provide equipment and adaptations
- Support the independence of older people and people with disabilities by providing them with a personal budget
- Work with care providers, health colleagues and the police to investigate any safeguarding concerns
- Annually review everyone receiving a personal budget
- Provide assessments for carers who are looking after relatives or friends



Health & Wellbeing

What we do

- Work in partnership with Berkshire Healthcare NHS Foundation Trust to provide a range of community mental health services
- Provide community mental health services for adults
- Provide mental health services for older people
- Work with the voluntary sector to deliver community support to assist people with mental health needs to manage independently



Health & Wellbeing

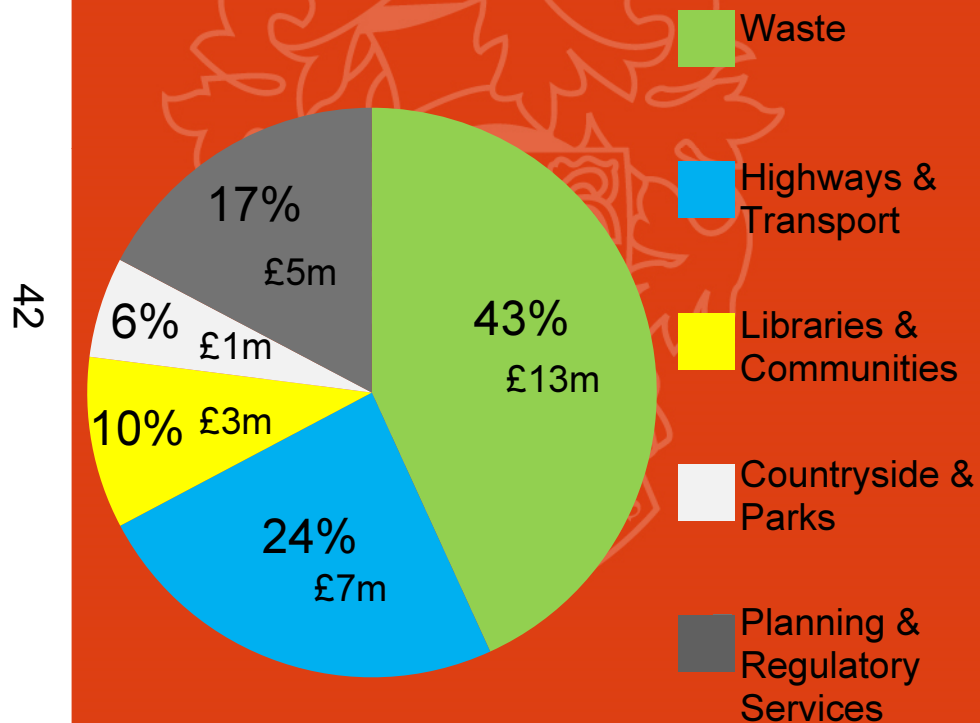
What we do

- Provide homelessness services for those in housing crisis and temporary accommodation for those homeless pending a decision
- Provide advice, guidance and assistance face-to-face to those faced with homelessness or housing need
- Keep an up-to-date Housing Register for those with housing need
- Encourage attendance at WBC leisure centres
- Ensure provision of sexual health clinics and provide advice on sexual health
- Measure children's weight as part of the National Child Measurement Programme
- Provide free NHS Health Checks for residents aged 40-74
- Offer support to people who want to stop smoking

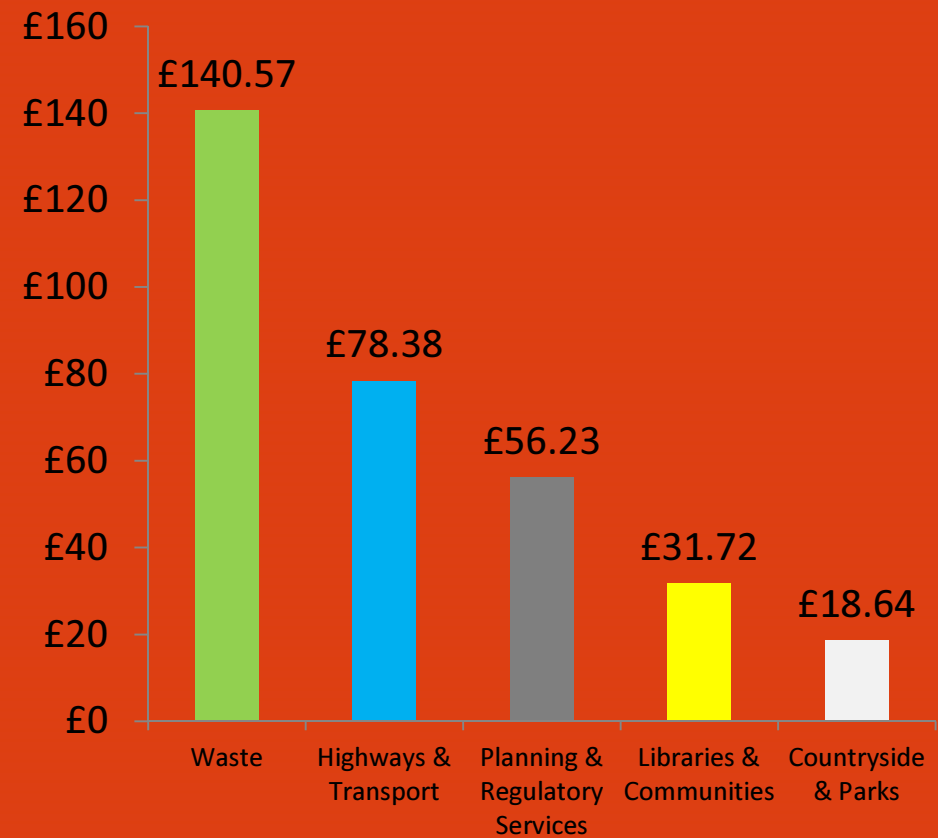


Environment

Percent of Environment Budget



What this means for you
Council Tax Band D £325.54



WOKINGHAM
BOROUGH COUNCIL

Environment - What we do

- Collect and dispose of rubbish and recycling
- Remove fly-tipping and abandoned vehicles
- Clean and maintain roads, pavements, public rights-of-way, street lights and bridges
- Maintain gullies, pipes and other surface water drainage
- Plan and support delivery of public transport with bus companies
- Provide road safety schemes, cycle training, safe routes to schools and school crossing patrols
- Manage and maintain pay and display and free car parks
- Decide planning applications, contest planning appeals and enforce planning law



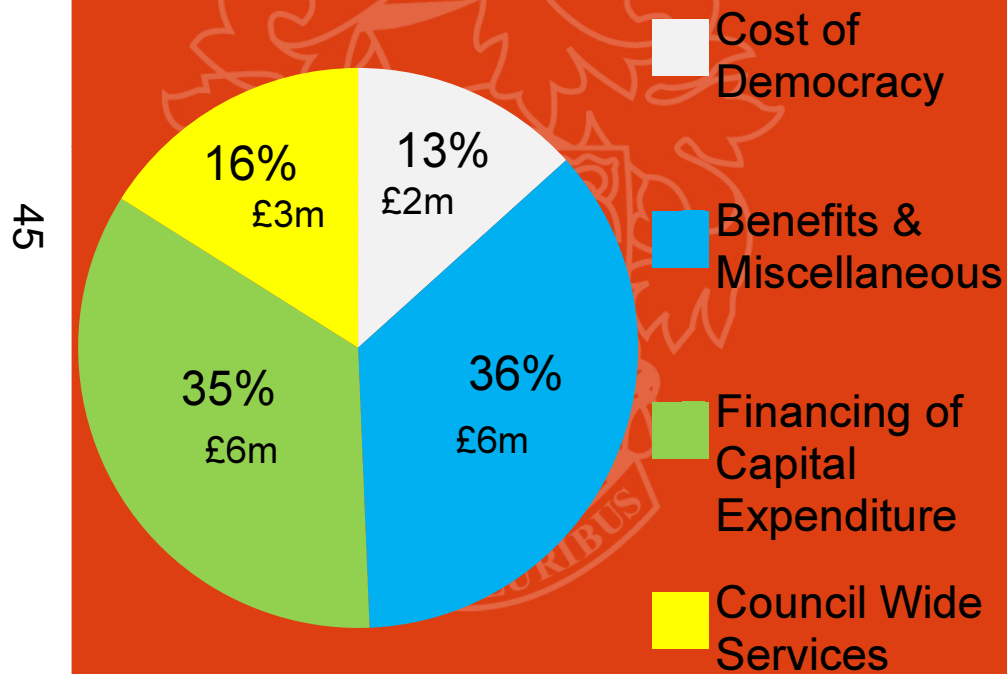
Environment - What we do

- Secure and allocate money from developers for infrastructure improvements
- Plan for long-term housing and infrastructure needs
- Enable the provision of more affordable homes
- Provide building control services for residents and businesses
- Provide support to residents in areas of deprivation to help them develop self-sustaining lifestyles
- Manage the borough's libraries
- Manage and maintain parks, grass verges, play areas, and country parks
- Manage the council's consultation and engagement services

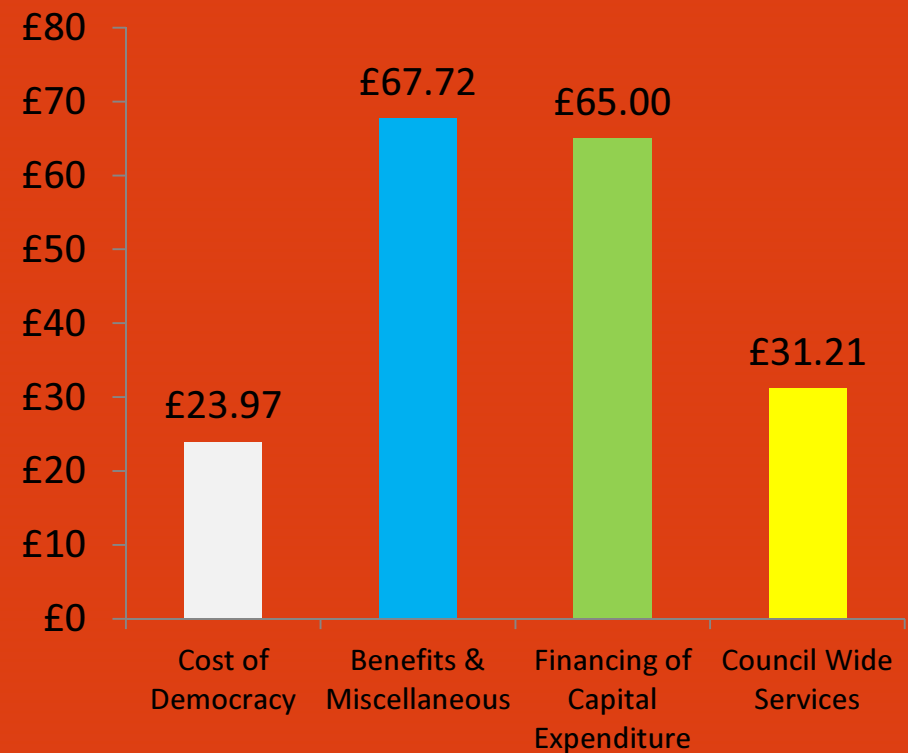


Governance & Resources

Percent of Governance & Resources Budget



What this means for you
Council Tax Band D £187.90



WOKINGHAM
BOROUGH COUNCIL

Governance & Resources

- Collect Council Tax and Business Rates
- Process Housing Benefit, Council Tax Discount and other benefit claims
- Operate a range of customer contact services—in person, by phone, online, out of hours
- Register births, deaths, marriages, citizenships
- Manage and maintain Council assets
- Procure goods and services required to deliver Council services to residents and customers



Governance & Resources

- Support a lean and effective workforce to deliver Council services
- Support the democratic process – maintain the electoral register, run annual elections, administer Council meetings
- Regenerate Wokingham Town Centre
- Co-ordinate and deliver the Capital Programme



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Participatory Budgeting Children's Services: Summary and analysis of comments

Reducing the number of middle manager, testing the span of control

Summary of comments

- **Almost unanimous support provided support for staff remains in place.**

Areas for possible for consideration (depending on other sources of information)

- As with other reductions that could be perceived as non-detrimental to residents this received a high level of support
- No comments were made regarding the appropriateness of 'testing the safe span of control' in Children's Services

Implement charging policy where appropriate for respite services for disabled children to ensure services are available for the most vulnerable

Summary of comments

- **Mixed range of responses with 5 supportive and 7 opposed. Key issue in support were that service should be means-tested. Those opposed focused on the importance of respite care for families and on the cost of crisis intervention should the charging policy increase incidence.**

Areas for possible for consideration (depending on other sources of information)

The principle of those who can afford to pay being required to pay received a reasonable level of support

The mixed response may suggest this proposal is more likely to gain acceptance than some of the other proposals that were unanimously opposed

Offer only statutory minimum support to school unless school fund

Summary of comments

- **Fewer comments than most other proposals, with those expressing an opinion opposing the option**

Areas for possible for consideration (depending on other sources of information)

Comments may suggest schools are both highly valued and perceived to be already under financial pressure. The only suggested saving related to schools sharing headteachers - which fits in general popularity of proposals for shared services, for reduction in senior staff (wage bill) and for reductions that could be perceived as non-detrimental to residents.

Review Health Care Contracts for occupational therapy and speech and language therapy

Summary of comments

- **Respondents generally opposed this, with issues being impact on vulnerable children and risk that it would cause more problems in long-term. More positive comments focussed on value for money – either through alternatives (ABA?) or outcomes based service**

Areas for possible for consideration (depending on other sources of information)

Opposition is in line with general theme of comments opposing cuts that could affect vulnerable people although in this case there may be some willingness / opportunity to look at alternatives if they could provide value for money

Maintain focus on getting better value for money through contract management

Summary of comments

- **Almost unanimous support for this proposal (as with others that could be seen as non-detrimental to residents). Only concerns raised were over implementation rather than principle for the proposal**

Areas for possible for consideration (depending on other sources of information)

Two issues raised on this proposal may be worth consideration as it continues to be implemented: joint contracts with other local authorities and the risk of losing the expertise of small, niche, providers in the drive for greater value for money.

Stop training subsidies to nursery providers as other local authorities have

Summary of comments

- **Respondents were generally opposed to this proposal with the key concerns being lower quality nursery provision. More positive comments focussed on possibility of providing subsidies only to charities or of reducing, rather than stopping, subsidy**

Areas for possible for consideration (depending on other sources of information)

Opposition was predominantly based the perceived link between training and quality of nursery provision and the assumption that stopping subsidiaries would stop training. This suggests the option may become more acceptable if nurseries could be sign-posted to other training support and/or it could be demonstrated that quality could be maintained.

Targeting support to charities rather than profit-making providers would also increase acceptability and would fit in with views expressed elsewhere calling for greater use or and support for the VCS and of general support for the principle for targeting expenditure

Reduce voluntary and community sector grants

Summary of comments

- **Unanimous opposition from those who expressed a direct opinion with key concerns being that reductions to VCS would represent a false economy as costs would go up elsewhere and that more people will rely on VCS as other services are reduced.**

Areas for possible for consideration (depending on other sources of information)

Opposition to this fits with general theme of respondents linking VCS with value for money and preventative services and therefore something that (with appropriate support) could help make savings elsewhere.

Strong reaction against this could suggest a risk a wider public opposition to this proposal although it may also reflect the demographic who attended the budget events to some extent.

Participatory Budgeting Environment: Summary and analysis of comments

Changing the way waste is collected along the lines of most other local authorities e.g. fortnightly collection, which could save between £1.2million and £1.4million

Summary of comments

This proposal attracted the most responses across all directorates (28) with a roughly equal divide of those who expressed a direct opinion (12 in favour and 11 opposed).

Those opposed raised:

- **Hygiene issues**
- **Storage for wheelie bins**
- **Risk of increased fly-tipping**
- **Impact in conservation areas**

Two respondents in favour specifically cited this as a better option than cuts in social care.

Areas for possible for consideration (depending on other sources of information)

Proportionally high response rate suggests this is may be a major concern for residents and a potentially divisive issue

Opposition to any changes should be expected and may focus on hygiene/environmental concerns and the practicalities of wheelie bins for all residents

Direct link from some respondents to avoidance of social care cuts may be worth further investigate – this was the only proposal that elicited such connective responses

Drive to improve recycling whilst reducing Blue Bag waste (including reduction in number of Blue Bags), which could save between £100,000 and £350,000 per year

Summary of comments

Few respondents commented directly on the proposal (two in favour, one opposed).

Most common theme (8 comments) was desire for an increased in what can be recycled.

Suggestions included:

- Ideas for encouraging recycling such as improved incentives, initiatives with school children and increased publicity
- Changing colour of waste bags every year so as to take some out of circulation

Areas for possible for consideration (depending on other sources of information)

Although few respondents commented directly on the proposal, the responses as a whole suggest support for increased recycling, with a desire for more opportunity to recycle at kerbside particularly prevalent. Even the single comment that opposed a reduction in blue bags also called for greater encouragement to recycle.

This indicates that the proposal, if combined with publicised efforts to encourage greater recycling, may not necessarily be opposed widely.

Reduce street cleansing frequencies in town centres at weekends, which could save between £10,000 and £25,000

Areas for possible for consideration (depending on other sources of information)

The proposal received only limited support with the main areas of opposition being:

- Impact on trade
- Impact on quality of life
- Limited savings that it would generate

Some respondents highlighted the responsibility of local businesses (pubs) for the litter they create.

Areas for possible for consideration (depending on other sources of information)

Responses suggest that reaction to this proposal may be linked to a difference in attitude between those who believe WBC should be responsible for making the town attractive in order to support businesses and those who believe businesses should be responsible for the litter their activities create.

Given this it may be advisable to discuss this proposal directly with town centre businesses to assess any impact and identify what support they may be able to provide.

Increase car parking charges (which have not gone up in four years) by 10 to 15 % which could raise between £50,000 and £100,000 per year

Summary of comments

Responses expressing a direct opinion on this proposal were slightly more likely to object (8) than support (5) with the main area of concern being impact on town centre trade.

Areas for possible for consideration (depending on other sources of information)

Although responses suggest the impact on trade is a relevant factor in people's reaction to this proposal, the overall responses were reasonably balanced between those in favour and those opposed.

It may be useful to assess – and publicise - evidence of any real, as opposed to perceived, link between car parking charges and town centre trade to assess the true impact of this proposal.

It may also be advisable to discuss the proposal with town centre businesses before implementation.

Introduce evening and Sunday car parking charges in the majority of our car parks which could raise between £75,000 and £100,000 per year

Summary of comments

- **Responses expressing a direct opinion were more likely to be in favour (11 in full or conditional support) than opposed (2). Concerns raised were based on impact on town centres and how it would be enforced.**

Analysis

Responses suggest that this proposal could meet with reasonable support although further discussion with businesses reliant on evening trade and consideration of enforcement issues may be useful.

Introduce on-street car parking charges in appropriate areas which could raise between £100,000 and £150,000 a year

Summary of comments

Responses were reasonably balanced between support and opposition with the key areas of concern being:

- The need for robust enforcement
- The potential for parking to merely shift to nearby non-charging roads
- Existing parking problems in streets with terraced housing

Areas for possible for consideration (depending on other sources of information)

The balance of responses does not provide a clear steer on public reaction to this proposal. However, the concerns suggest that careful targeting of appropriate areas and continued monitoring to assess the impact on other streets could be important in implementation.

Greater income generation at our Country Parks through more paid-for activity and major events such as festivals, which could generate from £50,000 plus

Summary of comments

- Responses were overwhelmingly in favour of this proposal (10 supportive and none opposing).
- Specific comments not directly related to the proposal covered car park charges and better / commercial use of existing facilities (via out-sourcing).

Areas for possible for consideration (depending on other sources of information)

One of the proposals with the clearest level of support with benefits beyond the financial noted (social cohesion and improved communities).

New ways to access library services such as self-service and some unstaffed opening to reduce costs and increase opening hours, which could save between £100,000 and £150,000

Summary of comments

- Limited number of comments, which were evenly balanced between being supportive and opposed (3 of each).
- The three negative comments only reference the potential for theft. The positive comments reference the University of Reading's similar service and the long-term savings.

Areas for possible for consideration (depending on other sources of information)

It may be worth noting that no responses objected to the principle of unstaffed libraries; only to the practical risk of increased theft, and that at least one respondent has experience of a similar scheme elsewhere.

Other Options for Change

Summary of the other options for change suggested at the Participatory Budgeting events

- Make the A329(M) a toll road
- Raise Council Tax (3 comments) rather than cut services
- Public toilets are necessary
- Work with the voluntary sector to manage community facilities and write bids to bring funding into the borough
- Merge Berkshire unitary authorities back into Royal Berkshire County

Participatory Budgeting Governance and Resources: Summary and analysis of comments

Further town centre regeneration across the Borough

Summary of comments

- **Generally supportive comments although with some specific opposition to Wokingham town Centre Regeneration. Some desire expressed for Earley to undergo regeneration. One comment suggested approval would be conditional on WBC demonstrating a net return on investment**

Areas for possible for consideration (depending on other sources of information)

Response to regeneration was more positive than some previous engagement exercises, which may suggest other areas have more favourable attitude

The desire for evidence of a net return would be impossible to provide in short term however the request may suggest that a clearly presented business case may be useful in explaining long-term regeneration aspirations

Reduce electoral cycle from once a year to once every four years

Summary of comments

- **This proposal attracted the most comments with generally strong support as a cost saving. Concerns raised included the impact on democratic accountability and whether the need for other elections (EU, Police, etc.) would make it impractical.**
- **Other linked suggestions included reducing the number of wards, reducing members per ward, reducing members allowances and abolishing town councils**

Areas for possible for consideration (depending on other sources of information)

The higher number of supportive comments suggests this would a well-received saving. This is in line with other proposals that can be seen as non-detrimental to residents

Merge / share services with other local authorities

Summary of comments

- **This proposal received almost unanimous support with the key provisos being the need to show economies of scale and the need to maintain quality of service. Some respondents called for full council mergers**

Analysis

The higher number of supportive comments suggest this would a well-received saving – in line with other proposals that can be seen as non-detrimental to residents

Reduce Council Tax discounts and other benefits

Summary of comments

- **Fewer comments than on some proposals with general opposition due to impact on less well-off. Suggestion made of offering the opportunity to people not to take the discount**

Areas for possible for consideration (depending on other sources of information)

The general opposition to this proposal was linked by some respondents to a perception that less well-off people are already being affected by other cuts.

Only accept non-cash payment methods from customers

Summary of comments

- **As with other 'non-detrimental' options, this received general support with the key concerns that not everybody will be able to access non-cash payment**

Areas for possible for consideration (depending on other sources of information)

Responses focussed on the practicality of doing this for all residents – there was no objection to the principle of saving money by some restriction of people's range of payment options

Reduce buildings used to deliver breadth of council services – greater centralisation of staff into key buildings

Summary of comments

- **As with other 'non-detrimental' options, this received general support. Comments focused on how to make further savings by moving to an out-of-town location**

Areas for possible for consideration (depending on other sources of information)

One response raised the issue that outlying building serve local communities but in general principle of greater consolidation of WBC into fewer building was not challenged

Move to electric only publications (including Borough News)

Summary of comments

- **Mixed response to the proposal with general support for more electronic publications but only with hard copies available on request and some general opposition**

Areas for possible for consideration (depending on other sources of information)

Responses suggest that the principle of saving money by cutting down hard-copy printing may be accepted but that there may still be a significant number of people who rely of printed material

Move to online delivery of customer service as the default

Summary of comments

- **Mixed response to this proposal with some support for the principle but difficulties raised in practice in terms of contacting WBC online and the need for some human interaction**

Areas for possible for consideration (depending on other sources of information)

As with options above there was no opposition in principle to saving money through greater use of online services. Issues raised were with practical application for all residents.

Sell business support services commercially to the wider market

Summary of comments

- **This proposal received unanimous support from those who expressed a direct opinion with only other response referring to problems potentially caused by privatisation**

Areas for possible for consideration (depending on other sources of information)

The supportive comments suggest this would a well-received proposal – in line with other proposals that can be seen as non-detrimental to residents and there were no comments questioning the principle of WBC raising revenue through increased commercial activity.

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Participatory Budgeting Health and Well-Being: Summary and Analysis of comments

Create shared service for adult social care – combine with other authorities

Summary of comments

- **All respondents offering an opinion were broadly supportive with only proviso being a single comment calling for service only to be shared with councils with similar principles and ethos as WBC**

Areas for possible for consideration (depending on other sources of information)

Positive responses suggest general acceptance of this proposal however it should be noted that this is an 'easy' proposal to support from the public's point of view (it can be seen as non-detrimental to residents) as it does not obviously imply any loss of service

Seek more volunteers to support people in need of help but who don't have 'eligible needs'

Summary of comments

- **There was a mixed response to this proposal with only limited clear dissent or approval (one comment each). The dominant focus of comments was on capacity and funding of Voluntary Community Sector (VCS)**

Areas for possible for consideration (depending on other sources of information)

There was only limited objection to the principle of implementing this proposal, but there were clear doubts expressed about the practicality of doing so.

Responses questioning the capacity of the VCS to provide this support, and the need for more funding from WBC if it is to do so, demonstrate a clear link between this and the proposals below to reduce support to the sector. This raises a question over WBC's ability to implement both this proposal and reductions to the sector.

Reduce support costs to people with learning disabilities in their homes – homecare rather than 'support workers'

Summary of comments

- **Responses focused on the quality of the care with concerns over whether this could be maintained if proposal were to be implemented. Some respondents assumed this could not be the case (and therefore strongly opposed the proposal); others sought reassurance on the issue.**

Areas for possible for consideration (depending on other sources of information)

Although responses showed no appetite or acceptance for a lower quality of care offer (and some unwillingness even to link care for people with learning disabilities with saving money), reaction to this proposal in terms of the number of strength of comments was lower than other H&WB 'reduced support/funding' proposals.

Firm focus on Continuing Healthcare – ensuring the NHS funds NHS activity

Summary of comments

- **As with other proposals that could be seen as ‘detriment free’, this received a reasonably high level of support. There were also a number of other saving suggestions linked to this proposal that focused on early intervention and joint commissioning**

Areas for possible for consideration (depending on other sources of information)

The principle of NHS funding NHS activity was generally (and unsurprisingly) accepted. However, some respondents’ comments suggest that they link the issue of Local Authorities’ relationship with the NHS more with maximising opportunities for joint early intervention rather than disputes over who should pay. This may reflect the reality that taxpayers pay either way and the perception that joint working and early intervention increase efficiency

Reduce the amount given to carers

Summary of comments

- **Responses were unanimously opposed to this proposal, although one comment suggested an alternative saving that could be achieved through identifying carers who should not be funded**

Areas for possible for consideration (depending on other sources of information)

Responses showed a strong appreciation for the role of carers, including a perception that they provide a preventative service that saves money in other areas.

The suggestion of identifying those who should not be funded was not elaborated on but suggests that at least one respondent would have been prepared to support WBC distinguishing between carers who need financial support and those who don’t (means-testing?)

Charge for carers services

Summary of comments

- **This proposal attracted few comments compared to most other H&WB proposals and provoked noticeable less opposition than other proposals that would directly affect residents (as opposed to those that could be seen as non-detrimental). The two comments offering conditional support called for means-testing to be used**

Areas for possible for consideration (depending on other sources of information)

The comparably low level of responses may suggest this proposal would be among the more acceptable to residents and may receive support if linked to means-testing.

There may be a link between this and the proposal above in terms of potential support for mean-testing carers in general

Reduce the number of social work practitioners (social workers and social work assistants)

Summary of comments

- Respondents were almost unanimous in their opposition to this proposal with the only supportive comments focussing on early intervention and education as a means of reducing need for social work practitioners
- Specific points raised in opposition focussed on existing staff shortages and impact on other services.

Areas for possible for consideration (depending on other sources of information)

Responses show there is a perception that this service is already over-stretched and this was the main reason for opposition to the proposal. This may suggest that the proposal would be more acceptable were it accompanied by measures to prevent the need for social care practitioners by reducing dependency upon them.

Outsource remaining in-house services

Summary of comments

- This proposal attracted the fewest comments and, in line with others that could be perceived as non-detrimental, it was well-received. The only conditions placed on support were that standards do not drop and that outsourcing should be to a non-profit-making organisation.

Areas for possible for consideration (depending on other sources of information)

There was no objection in principle to out-sourcing to non-profit-making organisations, however no comments related to other potential implications of out-sourcing such staff reductions or other changes to the way the service would actually be delivered

Radically reduce prevention services (voluntary organisations, social and leisure services to older people)

Summary of comments

- All respondents commenting directly on this proposal opposed it, with main focus on prevention being cheaper and better in long-term

Areas for possible for consideration (depending on other sources of information)

Respondents showed a recognition of the link between prevention services and long-term savings

Particular focus of those opposed to the proposal was on its impact on older population

Build more homelessness provision to avoid paying more expensive bed and breakfast accommodation

Summary of comments

Strong support for this proposal as both an invest-to-save initiative with only issues raised being whether saving would be lost in capital cost overruns and whether homelessness should be prevented rather than coped with.

Areas for possible for consideration (depending on other sources of information)

As with support for preventative services above, responses suggest support for short-term investment to make longer-term savings

Reduce the amount people are given (Personal Budgets) to meet their care needs

Summary of comments

- **Mixed response to this proposal, with some clear opposition but also questions over how personal budgets should best be managed and whether**

Areas for possible for consideration (depending on other sources of information)

Although not widely supported, this proposal attracted less negative comment than other H&WB 'reduced support/funding' proposals

Comments suggest there is confusion / doubt over the use of Personal Budgets at this time

Move those in residential care who have run out of money to cheaper homes

Summary of comments

- **Overwhelming opposition to this proposal with main focus on impact upon older people affected and on the general quality of care.**

Areas for possible for consideration (depending on other sources of information)

Unlike on other proposals, no responses cited personal responsibility (to ensure individual can afford to remain in residential care) as a reason to support reduction. This may reflect the fact, as one respondent expressed it, 'we all have to get old one day' and therefore this would be seen having a potential effect on all residents

Reduce free school holiday swimming programme to provide only for pupils receiving free school meals

Summary of comments

- **Although there was general opposition to this proposal, the responses were more mixed than most other H&WB 'reduced support/funding' proposals. As with other proposed cuts to preventative services, the risk of incurring longer term costs was raised.**

Areas for possible for consideration (depending on other sources of information)

The more mixed response to this proposal suggest it could have a greater level of support / acceptance than other savings.

As with other reduction in preventative services, this could have long-term cost implications

TITLE	Council Plan Performance Monitoring – Follow Up
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 12 July 2016
WARD	None Specific
DIRECTOR	Andrew Moulton, Head of Governance and Improvement Services

OUTCOME / BENEFITS TO THE COMMUNITY

Performance monitoring against key indicators is an important element in the Council's drive for continuous improvement and better outcomes for residents of the Borough.

RECOMMENDATION

That the Committee considers the follow-up performance management information set out in Annex A.

SUMMARY OF REPORT

The Committee considers the quarterly Council Plan Performance Monitoring report which sets out performance against key indicators. The Committee regularly requests additional information which is circulated outside the meeting. This report contains the additional information circulated after the meeting on 31 May 2016. The report allows Members to discuss the additional information provided and to decide whether further information or investigation is required.

Background

At its meeting on 31 May 2016, the Committee considered the Quarter 4 Council Plan Performance Monitoring report. The report highlighted 66 key indicators which were broken down as 52 Green, 11 Amber and 3 Red.

Members asked for further information on a number of indicators. The additional information is set out at Annex A for Members to discuss.

Analysis of Issues

Members are requested to consider Annex A and determine whether it contains issues requiring further consideration and inclusion in the Work Programme for 2016/17.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	0	NA	NA
Next Financial Year (Year 2)	0		
Following Financial Year (Year 3)	0		

Other financial information relevant to the Recommendation/Decision

None

List of Background Papers

None

Contact Neil Carr	Service Governance and Improvement Services
Telephone No 0118 974 6058	Email neil.carr@wokingham.gov.uk
Date 28 June 2016	Version No. 1.0

Overview and Scrutiny Management Committee

Follow-up Information Requested by the Committee relating to the Performance Monitoring Report - Q4 2015/16

Minute Extract - 31 May 2016	Answer Provided
<p>Agenda page 18 - % Care Proceedings completed in 2015/16 within 26 weeks of application – Members queried the value of the indicator which was influenced by the actions of partner organisations which were outside the Council's control.</p>	<p>The Children and Families Act 2016 introduced an amendment to the Children Act 1989 stating that Public Law Care Proceedings should be completed within 26 weeks of application. This is an important target which aims to minimise unnecessary delay in making vital decisions about the future of some of our most vulnerable children. Whilst the Local Authority does not have full control over performance against this target (it must comply with timetables set by the court) it is vital that the LA is aware of performance as the lead agency with responsibility for the protection of children, so that we can work in partnership to understand and remove barriers to timely decision-making. It is recommended that this target remains on the list of indicators in the Corporate Performance Monitoring Report in 16/17.</p>
<p>Agenda page 19 - % Looked After Children living within 20 miles of their home – Members requested further information on the actions being taken to achieve the indicator target.</p>	<p>We have ambitious plans to recruit local foster carers to provide safe and stable placements close to home to meet the needs of our looked after children.</p> <p>The recruitment strategy is being refreshed for 16/17, which will focus on particular children within the fostering service -- for example, specific recruitment for some older children and sibling groups. The fostering service must recruit foster carers who can offer permanence for mid age-range children.</p> <p>There is also further action underway to consider the retention and development of existing carers. We will, where appropriate, welcome back some of our young people who are placed more than 20 miles away and encourage, where appropriate, step-down from residential resources. The "Home for Good" recruitment is delivering new carers – five new foster carer assessments are currently underway.</p>
<p>Agenda page 31 – Reducing the education gap at Key Stage 2 and Key Stage 4 – Members asked for further information on the impact of the new Ofsted regime and the implications for the</p>	<p>It should be noted that in most areas WBC's vulnerable pupils attain <i>better</i> than their national peers. Performance gaps appear because (a) in a minority of cases that isn't the case and (b) WBC's majority pupils do better than their peers to an even greater extent than the vulnerable pupils do.</p> <p>So we have broadly an issue of differential over-performance rather than underperformance as such. The impact of Ofsted in WBC is that more schools have maintained or gained</p>

Minute Extract - 31 May 2016	Answer Provided
Council if the education gap did not narrow.	<p>“good” judgements under the 2015 inspection framework than have lost good judgements. In two recent cases of downgrading, performance gaps were cited as an issue however.</p> <p>The reputation of the council relies in the first place on the % of good or better schools, which is above benchmarks and improved over the past year in Wokingham. Other factors are the number of schools in special measures, which has increased (a negative), and the council's use of statutory powers, which has increased (a positive). Performance gaps are the most significant pupil performance area: this remains a priority.</p>
<p>Agenda page 32/33 - % of schools with a current Ofsted rating of “good” or better – Members requested an update on the implications for local schools of the Government’s recent policy changes on the forced academisation of schools.</p>	<p>Members will be aware that the national policy has been clarified in terms of retaining the aspiration for all schools to become academies, whilst removing the shorter-term requirement for good schools to convert. Implications for local schools are a matter of speculation. The starting point is that a greater proportion of WBC schools are good or outstanding than is the case nationally. There has been an increase in that proportion since September and the new Ofsted framework that came in then.</p> <p>Therefore the primary implications of the policy relate to very few Wokingham schools:</p> <ul style="list-style-type: none"> • Schools in special measures are now required to become sponsored academies. The implication in any such cases is about the work required to identify the appropriate sponsor. Such schools experience changes in governance as a result of the change, and their special measures status, and its implication for the LA’s reputation, is removed upon the change to academy status. • Schools with results rendering them vulnerable to “coasting” (below national average) judgements by DfE might be subject to academy orders if they are unable to convince the Regional Schools Commissioner of the effectiveness of their improvement plans. This is complicated by the new curriculum and assessment arrangements for 2016 making longitudinal judgements less predictable or reliable. • Ofsted has no “coasting” category – that is a DfE matter – but inspections now place greater emphasis on pupil progress. Key Stage two outcomes for Wokingham are well above national for attainment (this has seen our schools do well in the past), but overall slightly below national for progress in 2015, so there is potential vulnerability. Despite that, Ofsted

Minute Extract - 31 May 2016	Answer Provided
	<p>performance has overall been positive under the new regime as noted above. Secondary schools' progress measures are very strong.</p> <ul style="list-style-type: none"> Schools requiring improvement were not exempted from enforced academisation, which might therefore remain a pressure for the small and reducing number of such schools in Wokingham. <p>It remains the case that the 2016 White Paper and Education and Adoptions Act have raised schools' awareness of the academisation issue, with a sense that this is a national direction of travel which might not ultimately be resisted. The council's Executive Committee has adopted a broadly supportive stance to this, albeit with questions about resource implications. WBC is working with schools to ensure their clear understanding of the salient issues and processes, so that they and we are able to make the right decisions. The Lead Member has written to the Secretary of State setting out the Council's stance and concerns about resourcing.</p>
<p>Agenda page 37 – Kgs of residual household waste per household per annum – Members requested further information on the factors underpinning the reduction in wood recycling.</p>	<ul style="list-style-type: none"> In 2015/16 there has been a 16% increase in the WBC's HWRC tonnage, and the increase in HWRC residual tonnage is greater than the increase in HWRC non-residual tonnage. The tonnage increase is partly due to a greater WBC patronage at Smallmead in 2015/16, but mainly due to increased volumes delivered to the HWRCs by the public. In Qtr. 1 & 2 of 2014/15, approximately half of the wood that was collected at the HWRCs was able to be sent for recycling. However, in 2015/16 to date all wood has been sent to energy recovery/biomass, and therefore is not currently contributing to recycling performance. The move away from wood recycling is a nationwide response to a present lack of demand for the recycled product. Although recovery is of course preferable to landfill (both economically and environmentally), the councils have requested that the contractor continues to prioritise recycling options at the HWRC where possible.
<p>Agenda page 38 - % of household waste reused, recycled and composted – Members requested further information on the options under consideration to increase recycling</p>	<p>This reduction reflects a national picture of declining recycling rates and there is evidence to suggest that there is a strong correlation with the country emerging from a declining economy. The Council is far from complacent about this and is working hard to increase recycling, especially on new developments and multi occupancies (flats). A Task and Finish Group has been established to look at, amongst other things, how we can increase recycling. Given that the main source of our overall recycling rate comes from the kerbside</p>

Minute Extract - 31 May 2016	Answer Provided
<p>rates, the operation of the permit scheme at the Household Waste Recycling Centres (HWRCs) and the anecdotal evidence that plastics were being separated at the Bracknell HWRC.</p>	<p>the changes at the HWRCs are not expected to have a significant effect on this indicator but we will monitor the effects and report back if this is not the case. The anecdotal evidence around removing plastics at the HWRCs evolves around the bag splitting trials which continues and is another way of extracting as much material as possible for the residual waste stream. This process removes plastic bottles / paper/card and all other materials we have recycling outlets for.</p>

TITLE	Developing the Overview and Scrutiny Work Programme
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 12 July 2016
WARD	None Specific
DIRECTOR	Andrew Moulton, Head of Governance and Improvement Services

OUTCOME / BENEFITS TO THE COMMUNITY

Effective Overview and Scrutiny helps to improve services, holds decision makers to account and engages with local communities. In so doing it helps to demonstrate that the Council and other public service providers are open and transparent and are delivering high quality, value for money services.

RECOMMENDATION

The Committee is requested to consider the proposals in the report and agree improvements to the work programming process and timetable for 2017/18.

SUMMARY OF REPORT

Each year the Committee approves a Work Programme for each of the Council's Overview and Scrutiny Committees. Recent discussions have indicated the need for the Work Programme to be more robust and for greater engagement between Overview and Scrutiny and the Executive. The report considers examples of best practice in Work Programming across the country.

The report sets out a revised programme for development of the Overview and Scrutiny Work Programmes for 2017/18. It also considers the involvement of Overview and Scrutiny in policy development across the Council.

Background

An effective Overview and Scrutiny function is underpinned by robust work programming. Effective work programming lays the foundations for targeted scrutiny of issues of local importance. It helps to ensure that Overview and Scrutiny adds value and makes a difference.

The recent Member Overview and Scrutiny Training session highlighted concerns about the effectiveness of the current work programming process. The session identified the need for a more structured process which involves the Executive at an earlier stage. This would help to focus on key priorities and reduce the risk of duplication of effort.

Some of the key elements of effective work planning were discussed during the training session and are set out at Annex A for information. In order to improve the quality of work programming, different Councils have developed different approaches. In order to gather and sift ideas for inclusion in Work Programmes, Councils:

- Seek ideas from Members, Officers, Parish and Town Councils and partner organisations;
- Engage with community groups and special interest groups;
- Seek public views via social media and the Council website;
- Carry out public surveys or use Citizens' Panels;
- Review corporate complaints and customer feedback;
- Review key corporate documents such as the Council Plan, peer reviews and major service inspections.

Once a longlist of potential items is achieved Councils then carry out a sifting process through initiatives such as awayday sessions with Members and partners or a Scrutiny Cafe which brings stakeholders together for a facilitated session aimed at producing a list of key items for review.

The Centre for Public Scrutiny has produced a template for developing an annual Overview and Scrutiny Work Programme. The key elements and timeframe are:

- January/February – Initial consultation with O&S Members, Executive Members, senior officers and partner organisations. Public engagement via the Council's website and social media.
- March – Produce a long list of potential topics for review. Consult O&S and Executive Members and Officers and publish details for further feedback.
- April – Produce a shortlist of topics. Carry out mini-scoping for each item. Consult O&S and Executive Members, Officers and partners about the proposed shortlist.
- May – sign off the Work Programme and the O&S Annual Report at the same meeting. Retain flexibility in the Work Programme so that urgent items can be incorporated during the year.

- November – mid-year review of the Work Programme by the O&S Management Committee.

Policy Development

Effective Overview and Scrutiny can assist in the development of new policies in support of the Council's priorities. Earlier in 2016, the Chairman of the Overview and Scrutiny Management Committee and the Leader of the Council agreed a protocol relating to the involvement of Overview and Scrutiny in Policy Development. The protocol is attached at Annex B for Members to consider and comment.

Analysis of Issues

Members are requested to consider the examples of best practice set out in the report and agree areas of the current Overview and Scrutiny process where improvements can be made.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	0	NA	NA
Next Financial Year (Year 2)	0		
Following Financial Year (Year 3)	0		

Other financial information relevant to the Recommendation/Decision


None

List of Background Papers

Centre for Public Scrutiny report – A Cunning Plan

Contact Neil Carr	Service Governance and Improvement Services
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Date 1 July 2016	Version No. 1.0

Developing an Effective Work Programme

Planning the work programme	
<ul style="list-style-type: none"> ✓ Keeping the work plan manageable ✓ Avoiding long lists of agenda items – less is more ✓ Balancing internal and external topics ✓ Ensuring a focus on Council/area priorities ✓ Picking up on real issues of public concern – but not problems that can be solved at other levels or by other means ✓ Keeping it under rigorous review - at every meeting 	

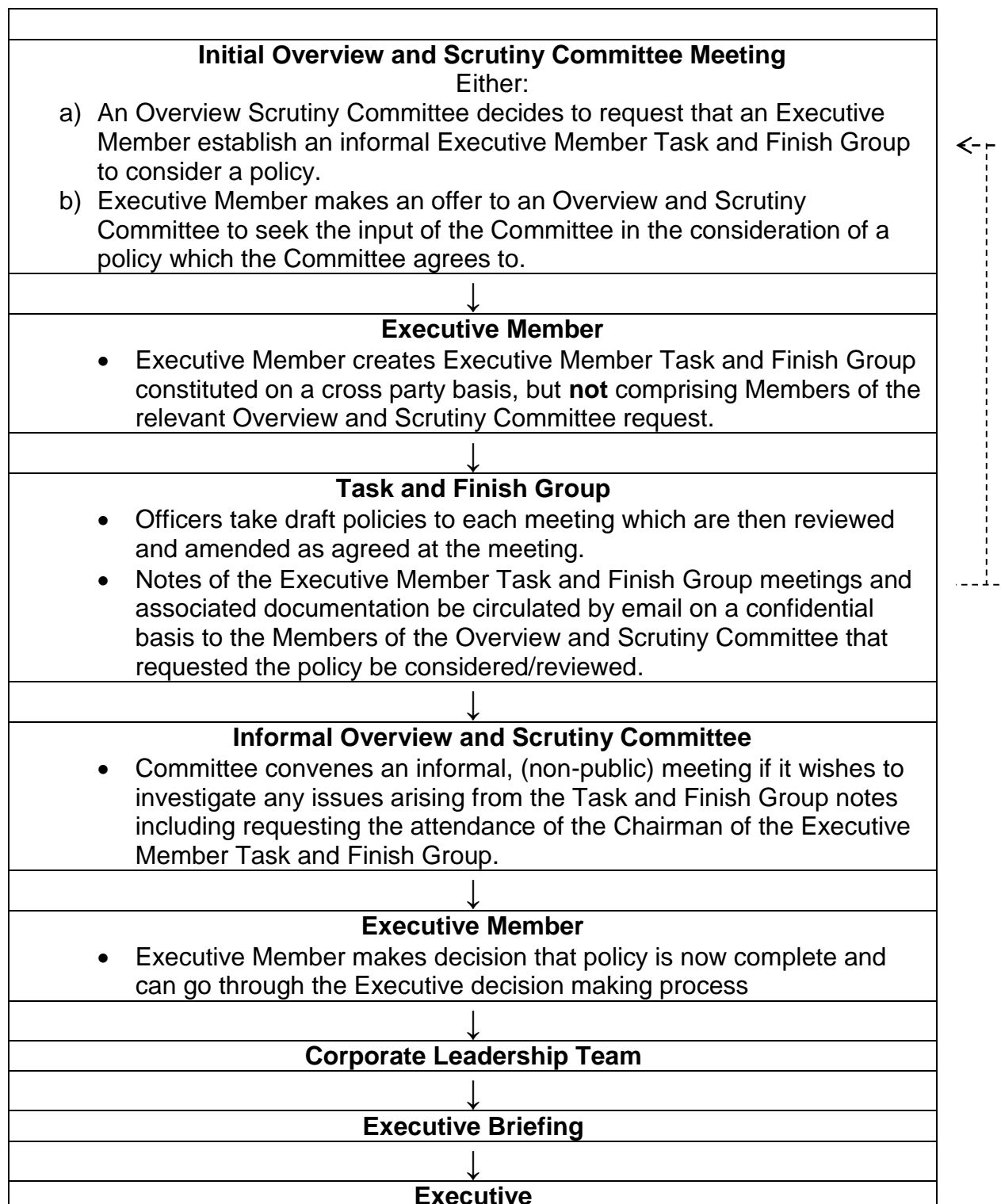
Do:

- ensure that the Scrutiny work programme focuses on the issues that matter most to both local people and the Council – for example, issues might fall in the following categories:
 - Value for money indicators – high cost, poor performance, poor satisfaction
 - Corporate and partnership priorities
 - Policy development
 - Response to regional/ national developments
 - Emerging issue, such as:
 - a particular concern to residents (residents surveys/ consultation exercises)
 - a request for investigation by either senior officers, Cabinet or partners into a problematic area
 - result of a Councillor Call for Action
 - source of a high level of complaints
 - potential to deliver long-term financial benefits to the organisation
 - Weak performance – based on PIs, persistent complaints etc – that needs an in-depth examination
- try to use the best quality information & advice from external and internal sources
- if you have them, use a simple set of simple criteria to determine whether or not topics are included in the scrutiny work programme and their priority

Don't:

- put items on the agenda just to get 'information' that you could get through an off-line briefing note
- put items on the agenda unless you are convinced you can discuss it can add value.

WBC - Overview and Scrutiny Involvement in Policy Development



Notes:

- This process will not negate the right of Overview and Scrutiny to create its own Task and Finish Groups or its additional rights to information;
- The creation of Executive Task and Finish Groups is the sole responsibility of the relevant Executive Member however if they are declining a request from an

Overview and Scrutiny Committee then a reason must be provided. The relevant Director would also be afforded the opportunity to say why it would not be appropriate to create such a Task and Finish Group.

- In case of any disagreements about whether an Executive Task and Finish Group should be set up the Executive Member will make the final decision.

TITLE	Public and Member Questions
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 12 July 2016
WARD	None Specific
DIRECTOR	Andrew Moulton, Head of Governance and Improvement Services

OUTCOME / BENEFITS TO THE COMMUNITY

Overview and Scrutiny is a key part of the checks and balances which ensure that the Council and its partners make and implement effective decisions for all the residents of the Borough. Questions submitted to the Executive and Council give an indication of issues of interest and concern. These issues may generate review topics for the Overview and Scrutiny Committees.

RECOMMENDATION

That the Committee consider the list of questions set out at Annex A and determine whether any of the issues raised should be included in the Overview and Scrutiny Work Programme for 2016/17.

SUMMARY OF REPORT

At its meeting on 31 May 2016, the Committee considered a report containing suggestions for improving the Overview and Scrutiny process. One of the suggestions related to the monitoring of questions submitted to the Council's Executive and Council.

Members agreed that regular monitoring reports be submitted to the Management Committee.

Background

At its meeting on 31 May 2016, the Committee considered a report containing a number of suggestions aimed at improving the Overview and Scrutiny process and developing greater public interest and involvement. One of the suggestions related to the monitoring of questions submitted to the Executive and full Council meetings.

Members and residents regularly ask questions at the Executive and Council meetings. These questions indicate areas of interest and concern and may generate ideas for Overview and Scrutiny investigation. The Committee agreed to consider regular monitoring reports on the questions submitted. This is the first monitoring report. Annex A contains details of the public and Member questions raised at the meeting of the Executive on 30 June 2016.

Analysis of Issues

Members are requested to consider Annex A and determine whether it contains issues requiring further consideration and inclusion in the Work Programme for 2016/17.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	0	NA	NA
Next Financial Year (Year 2)	0		
Following Financial Year (Year 3)	0		

Other financial information relevant to the Recommendation/Decision

None

List of Background Papers

None

Contact Neil Carr	Service Governance and Improvement Services
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Date 28 June 2016	Version No. 1.0

QUESTIONS TO THE EXECUTIVE - 30 JUNE 2016

PUBLIC QUESTIONS

EP1

Kevin Morgan has asked the Executive Member for Highways and Transport the following question:

Question

Please can you inform me when the Northern Distributor Road link to the Reading Road will be completed?

EP2

Jan Heard has asked the Executive Member for Highways and Transport the following question:

Question

The Local Access Forum for Mid & West Berkshire is keen to understand why we were informed by WBC in 2015 that funds for a project to improve safety with a Crossing in Mole Road were being identified in 2016 with a feasibility study underway, but subsequently found that it was to be included, sometime in the future, in the Greenways project which is for 'quiet commuting and leisure', not safety.

When, why and by whom was the decision made to downgrade this issue?

EP3

Guy Grandison has asked the Executive Member for Environment the following question:

Question

Due to Concerns raised from residents in the last few weeks about grass cutting, was this caused as a cost saving exercise or was it due to the changeover between the old contractors and the new?

EP4

Pamela Stubbs has asked the Executive Member for Environment the following question:

Question

Barkham Parish Council had always understood that the School would be a Community School and that, out of school hours, facilities would be available for use for local residents, particularly the Sports Hall and its integral features. We understood that during the building phase the sports hall and the lecture theatre/library complex would be utilised by the school as temporary accommodation, but it is becoming evident that they are destined to remain exclusively with the school to the detriment of the local community, both the existing and the potential new residents. The sports hall, with its climbing wall could prove to be one of the best in this part of the country and the library would be a major asset to this new community. The loss of this and also the delay to the building of the swimming pool means that any community facilities will not be in place

for both new and existing residents. Indeed, they might conceivably never be returned to the Community which has funded them.

Could the Executive Member please reassure us that these facilities will be retained for the use of local residents and not remain for the exclusive use of the school pupils?

MEMBER QUESTIONS

EM1

Gary Cowan has asked the Executive Member for Environment the following question relating to the Arborfield District Centre item:

Question

I welcome the intent of this report but I cannot understand why as the Council who claim they face severe financial pressure have already signed a 3 year contract using schools capital funding which in essence is tax payers money to provide a facility they the public will be denied access to.

The report states that only the new Bohunt academy will have access to the Gym facilities at Arborfield Garrison when the school opens with no public access to the facilities until at least 2018.

EM2

Rachelle Shepherd-DuBey has asked the Executive Member for Environment the following question:

Question

The report on the RE3 Waste Strategy (item 18) shows that RE3 have set a number of targets aimed at improving reuse and recycling to 50% by 2020. One of these targets is G3, which lays down a 2% increase in collected recycling/composting/reuse from 18% to 20% of total household waste and a 4% reduction in the contamination of kerbside recycling from 19% to 15%, both by 31st March 2017. The report does not include the action plan for how those two things are to be achieved. Could you please tell me what is in the action plan?

EM3

Prue Bray has asked the Executive Member for Economic Development and Finance the following question:

Question

The Executive is recommended to approve the Economic Development Strategy 2016/2021 (item 20) to go to full Council for adoption. We are pleased to see such a strategy, as the last one expired in 2013. The report says that the draft strategy has received positive feedback from a number of different local organisations and local businesses. Given that there does not appear to have been any formal consultation on the strategy with anyone, could you please tell me which local organisations and businesses were asked for their opinions?

WOKINGHAM BOROUGH COUNCIL EXECUTIVE FORWARD PROGRAMME

THIS DOCUMENT IS A “NOTICE” IN ACCORDANCE WITH
THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)(MEETINGS AND ACCESS TO INFORMATION)(ENGLAND)
REGULATIONS 2012

JULY TO OCTOBER 2016

Updated: 28 June 2016

Executive Meeting 28 July 2016

Ref No.	Subject for Decision	Decision to be taken by	List of Documents to be submitted to the Decision Maker for Consideration and Background Documents	Contact Details (Director/ Author)	Responsible Lead Member	Statement as to whether the item is likely to be considered in private and if so the reasons why
WBC848	Council Owned Companies' Business <i>Purpose: To consider various items related to the business of the Council owned companies, including their trading position</i>	Executive		Graham Ebers/ Emma Lyons	Keith Baker	N/A
WBC855	Revenue Monitoring 2016/17 – end of June 2015 <i>Purpose: To consider the Revenue Monitoring Report, including Treasury Management Indicators, to the end of June 2016</i>	Executive		Graham Ebers/	Anthony Pollock	N/A

Agenda Item 20.

WBC856	Capital Monitoring 2016/17 – end of June 2016 <i>Purpose: To consider the Capital Monitoring Report to the end of June 2016</i>	Executive		Graham Ebers/	Anthony Pollock	N/A
WBC858	Community Infrastructure Levy (CIL) Regulation 123 List Clarification <i>Purpose: To consult on clarifications to the CIL Regulation 123 List of infrastructure that may be funded via CIL. The purpose of the update is to provide further clarification in relation to exactly what infrastructure will be funded by CIL and by S106 planning obligations</i>	Executive	Draft updated regulation 123 List for consultation	Heather Thwaites/ Brendan Troy	Mark Ashwell	N/A
WBC867	Health and Safety Annual Report 2015/16 <i>Purpose: To note the annual Health and Safety report and agree priorities for 2016/17</i>	Executive		Graham Ebers/ Veronica Glenister	Pauline Jorgensen	N/A
WBC869	Treasury Management Annual Report <i>Purpose: To recommend the Annual Report to Council</i>	Executive Council – 22/8/16		Graham Ebers/ Martin Jones	Anthony Pollock	N/A
WBC870	Leisure Strategy <i>Purpose: To agree to go out to public consultation before returning to Executive for ratification of final Strategy</i>	Executive		Stuart Rowbotham/ Heather Thwaites/ Darrell Gale	Angus Ross	N/A
WBC876	Woodley Car Parking Trial <i>Purpose: To consider increasing car parking charges in Woodley on a trial basis</i>	Executive		Heather Thwaites/Alex Deans	Malcolm Richards	N/A

WBC866	Council Sites for the Local Plan <i>Purpose: To confirm the sites that the Council wishes to present as part of the Local Plan Call for Sites</i>	Executive		Graham Ebers/Billy Webster	Mark Ashwell	N/A
WBC877	Revised Wokingham Borough Local Development Scheme 29 July 2016-28 July 2019 <i>Purpose: To consider agreement of an updated Local Development Scheme to replace the current one which runs from 25 September 2015-24 September 2018</i>	Executive		Heather Thwaites/John Spurling	Mark Ashwell	N/A
WBC878	Local Plan Update Issues and Options Stage <i>Purpose: To gain approval for public consultation on the Issues and Options stage of the Local Plan Update</i>	Executive	Local Plan Update Issues and Options Consultation Document Sustainability Appraisal/ Strategic Environmental Assessment	Heather Thwaites/John Spurling	Mark Ashwell	N/A
WBC879	Emmbrook Hearing Impairment Unit Closure <i>Purpose: To seek approval to determine the proposal to close the Hearing Impairment Unit at Emmbrook Infant and Junior Schools</i>	Executive	Consultation document and summary of initial responses	Judith Ramsden/ Piers Brunning	Charlotte Haitham Taylor	N/A
WBC880	St Crispins School ASD Unit <i>Purpose: To seek approval to determine the proposal to open a new unit for children with high functioning ASD at St Crispins School</i>	Executive	Consultation document and summary of initial responses	Judith Ramsden/ Piers Brunning	Charlotte Haitham Taylor	N/A
WBC881	Establishing a Wokingham Multi Academy Trust <i>Purpose: To endorse a proposal to create a workplan Multi Academy Trust</i>	Executive		Judith Ramsden/ Alan Stubbersfield	Charlotte Haitham Taylor	N/A

**The Executive will not be holding a meeting in August
therefore there are no items programmed for this month.**

Executive Meeting 29 September 2016

Ref No.	Subject for Decision	Decision to be taken by	List of Documents to be submitted to the Decision Maker for Consideration and Background Documents	Contact Details (Director/ Author)	Responsible Lead Member	Statement as to whether the item is likely to be considered in private and if so the reasons why
WBC868	Council Owned Companies' Business <i>Purpose: To consider various items related to the business of the Council owned companies, including their trading position</i>	Executive		Graham Ebers/ Emma Lyons	Keith Baker	N/A
WBC862	Civil Parking Enforcement Resolutions <i>Purpose: To agree formal resolutions required as part of the Department for Transport application to take on Civil Parking Enforcement</i>	Executive		Heather Thwaites/Alison Dray	Malcolm Richards	N/A
WBC860	Buildings of Traditional Local Character <i>Purpose: To agree the procedure for the designation of Buildings of Traditional Local Character</i>	Executive		Heather Thwaites/Clare Lawrence	Mark Ashwell	N/A

Executive Meeting 27 October 2016

Ref No.	Subject for Decision	Decision to be taken by	List of Documents to be submitted to the Decision Maker for Consideration and Background Documents	Contact Details (Director/ Author)	Responsible Lead Member	Statement as to whether the item is likely to be considered in private and if so the reasons why
WBC871	Council Owned Companies' Business <i>Purpose: To consider various items related to the business of the Council owned companies, including their trading position</i>	Executive		Graham Ebers/ Emma Lyons	Keith Baker	N/A
WBC872	Revenue Monitoring 2016/17 – end of September 2016 <i>Purpose: To consider the Revenue Monitoring Report, including Treasury Management Indicators, to the end of September 2016</i>	Executive		Graham Ebers/	Anthony Pollock	N/A
WBC873	Capital Monitoring 2016/17 – end of September 2016 <i>Purpose: To consider the Capital Monitoring Report to the end of September 2016</i>	Executive		Graham Ebers/	Anthony Pollock	N/A
WBC874	Leisure Management Contract Strategy <i>Purpose: To agree the procurement process for the Leisure Management Contract</i>	Executive		Stuart Rowbotham/ Heather Thwaites/Darrell Gale	Angus Ross	N/A
WBC875	Leisure Strategy <i>Purpose: To ratify the agreed Leisure Strategy post public consultation</i>	Executive		Stuart Rowbotham/ Heather Thwaites/Darrell Gale	Angus Ross	N/A

Members of the Executive:-

Keith Baker	Leader of Council
Julian McGhee-Sumner	Deputy Leader and Health and Wellbeing
Mark Ashwell	Planning and Regeneration
Charlotte Haitham Taylor	Children's Services
Pauline Jorgensen	Resident Services
Anthony Pollock	Finance
Angus Ross	Environment
Malcolm Richards	Highways and Transport

84 Note:

Unless the matter has been listed as being likely to be discussed in private, copies of the reports associated with the above decisions will be available no earlier than five days before the meeting at the Council Offices, Shute End, Wokingham; on the Council's website; by contacting a member of the Democratic Services Team on 0118 974 6053 or by emailing democratic.services@wokingham.gov.uk

**EXECUTIVE FORWARD PROGRAMME
CHANGES MADE TO PREVIOUSLY PUBLISHED VERSIONS**

Ref No	Subject	Original Scheduled Date	Notes
WBC862	Civil Parking Enforcement Resolutions	June 16	Deferred to September Executive. CPE is a very important future requirement and there is a need to provide and explain every aspect in full detail. Additional time and effort is being devoted to provide that extra information.
WBC866	Council Sites for the Local Plan	June 16	Deferred to July Executive as further work is needed to ensure a complete and accurate list of sites is arrived at; aligned to the Council's requirements
WBC860	Buildings of Traditional Local Character	June 16	Deferred to September Executive in order for further justification to be provided for the need for the new procedure

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WOKINGHAM BOROUGH COUNCIL

INDIVIDUAL EXECUTIVE MEMBER DECISIONS FORWARD PROGRAMME

Updated: 30 June 2016

ITEMS FOR CONSIDERATION

Ref No.	Subject for Decision	Decision to be taken by	List of Documents to be submitted to the Decision Maker for Consideration and Background Documents	Contact Details (Director/ Author)	Responsible Lead Member	Statement as to whether the item is likely to be considered in private and if so the reasons why
IMD 2016/ 21	Sandbag Policy <i>Purpose: Wokingham Borough Council's Policy with regards to the deployment of sandbags to prevent or contain flooding.</i> Date: To be confirmed	Executive Member for Environment	Sandbag Policy	Heather Thwaites/ Francesca Hobson	Angus Ross	N/A
IMD 2016/ 23	Response to Guildford Local Plan Proposed Submission <i>Purpose: To give comments on the Guildford Borough Proposed Submission Local Plan: Strategy and Sites</i> Date: 15 July 2016 at 2pm	The Executive Member for Planning and Regeneration	Guildford Borough Proposed Submission Local Plan: Strategy and Sites	Heather Thwaites/ Clare Thurston	Mark Ashwell	N/A
IMD 2016/ 24	Response of Wokingham Borough Council to the consultation on the Issues and Options for the Bracknell Forest Comprehensive Local Plan <i>Purpose: To provide a response to Bracknell Forest Borough Council on the Issues and Options to their Comprehensive Local Plan</i> Date: 1 August 2016 at 9.30am	The Executive Member for Planning and Regeneration	Bracknell Forest Comprehensive Local Plan Issues and Options - http://consult.bracknell-forest.gov.uk/portal/planning/clp_issues_options Bracknell Forest Comprehensive Local Plan – evidence base documents - http://www.bracknell-forest.gov.uk/evidencebaseforcomprehensive-localplan		Mark Ashwell	N/A

ITEMS FOR CONSIDERATION – DATES TO BE CONFIRMED

None

Members of the Executive:

Keith Baker	Leader
Julian McGhee-Sumner	Deputy Leader and Health and Wellbeing
Charlotte Haitham Taylor	Children's Services
Anthony Pollock	Economic Development and Finance
Angus Ross	Environment
John Kaiser	Planning and Highways
Philip Mirfin	Regeneration and Communities
Pauline Jorgensen	Resident Services

Notes:

- ∞ Unless the matter has been listed as being likely to be discussed in private, copies of the reports associated with the above decisions will be available no earlier than five days before the meeting at the Council Offices, Shute End, Wokingham; on the Council's website; by contacting a member of the Democratic Services Team on 0118 974 6054 or by emailing democratic.services@wokingham.gov.uk

Chairman's Report – Children's Services Overview and Scrutiny Committee

July 2016

At our recent Committee we had an update from the Multi Agency Safeguarding Hub (MASH). They are now ensconced in our offices, and the partnerships are working well together, although it will be at our September meeting that we have a report of the impact they are having - at the moment it is still early days. But all 6 UAs in Berkshire are working together, and information is shared nationally as well when families or individuals move. We were given the MASH number to contact if we have concerns about any child - 0118 908 002.

Most of the Ofsted reports we looked at were short inspections, of schools already doing well. All were categorised as Good except for the Forest School and Gorse Ride Junior School, both of which require improvement; however it will be helpful to recognise that the Ofsted inspection is much more rigorous than it was at these schools' last inspections. Southfield School is inadequate but this is being addressed by the department and cannot be discussed in public because of investigations being undertaken.

Performance indicators were examined. O and S Management Committee members have already received information that they requested on the areas they were asking about at their last meeting, and the Chairman of Children's Services Overview and Scrutiny Committee asked that all members of her Committee be circulated with these as well.

A progress report was received on the Children's Services Ofsted action plan, and all indicators show as completed or on track; another progress report was requested for our September meeting.

Under part two, we established a task and finish group to look at the Coombs School recent Ofsted inspection and why it has been graded as it has, and whether there was more the department could have done, the impact of what it did, and whether there are any lessons the department could learn. Members of this group are Pauline Helliard-Symons, Shahid Younis, Richard Dolinski, Lindsay Ferris and the two local Members, John Kaiser and Gary Cowan.

Pauline Helliard-Symons

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Chairman's Report - Community and Corporate Overview and Scrutiny Committee July 2016

The Committee met on 20 June 2016 and considered the following items:

21st Century Council

Andy Couldrick and Heather Thwaites gave a presentation on the 21st Century Council Change Programme. The presentation highlighted the background to the change programme and the Council's challenging financial position over the next few years. Andy Couldrick explained some of the key principles underpinning the development of a new business model for the Council, including more self-service for customers using better IT and new roles for multi-skilled staff and managers. Andy also explained how three Overview and Scrutiny review suggestions would be incorporated into the 21st Century Council Programme:

- Collection, Storage and Reporting of Corporate Information – through a new integrated Electronic Document and Records Management System;
- Housing Benefits and Rents – through more joined up service delivery and multi-skilled staff;
- Multi-disciplinary wardens – through the removal of service silos and multi-skilled staff working in local communities.

During the Q&Q session Members raised a number of issues around the importance of resilience and standardisation within new IT systems, the need for strong management skills and a focus on improved outcomes for residents.

The Committee asked for a further report in November 2016 following consideration of the 21st Century Council Business Model by the Executive in September 2016.

Road Repairs – Improving Customer Service

Councillor Malcolm Richards and Alex Deans (Interim Head of Highways and Transport) attended the meeting to update Members on improvements to customer service relating to highways maintenance. The report explained improvements in the operation of the Highways Alliance (Council, WSP and Balfour Beatty) and the process used to evaluate and implement road repairs.

Members raised a number of issues and highlighted the importance of co-ordination and communication between different teams within the Highways service. Members also discussed recent issues such as the footway works in Shute End and co-ordination of the cycle lane works on the Reading Road.

Work Programme

Details of the Committee's Work Programme are set out elsewhere on the Agenda.

Due to pressure on rooms at the Shute End offices, the Committee met at Wokingham library. Members felt that the venue was successful and could provide a template for future meetings in the community.

Philip Mirfin

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Report of the Health Overview and Scrutiny Committee

July 2016

The Committee met on 1 June 2016. The agenda included the following:

- *Update on Berkshire Healthcare NHS Foundation Trust* – The Committee was updated on the performance of the Trust and the outcome of the Trust wide Care Quality Commission (CQC) inspection. The Trust had been rated ‘Good’ overall.
- *Health Overview and Scrutiny Committee Work Programme* – The Committee discussed its work programme for the municipal year ahead. The work programme is an evolving document and items may be added or removed.

The Committee will next meet on 11 July 2016. Agenda items will include:

- *Care homes* – The Committee requested an update on care homes and in particular provision and demand of residential and nursing care within the Borough. Members also sought assurance regarding quality of provision of services within Wokingham Borough.
- *Update on the closure of the Independent Living Fund* – Members requested a further update on the closure of the Independent Living Fund in order to determine the possible impact this may have on residents and the Council.
- *Support for carers* – Healthwatch Wokingham Borough had proposed that the Committee be updated on support for carers in light of Healthwatch Wokingham Borough’s report which suggested that some carers were not aware of the services available to them and the Care Act.
- *Healthwatch Wokingham Borough Annual Report 2015-16* – The Committee will consider Healthwatch Wokingham Borough’s Annual Report 2015-16.

The final report of the Better Care Fund Task and Finish Group has been sent to the responsible persons for comment.

Councillor Ken Miall, Chairman of Health Overview and Scrutiny Committee

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OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE AND OVERVIEW AND SCRUTINY COMMITTEES

WORK PROGRAMME 2016/2017

Please note that the Work Programme is a 'live' document and subject to change at short notice.

**The information in this Work Programme, including report titles, is draft and is subject to approval at the meeting of the
Overview and Scrutiny Management Committee on 12 July 2016**

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
20 September 2016	Discussion with Councillor Angus Ross, Executive Member for Environment	To consider a submission from Councillor Ross on issues within his portfolio, specifically: grounds maintenance (grass cutting), leisure strategy and waste strategy, and to submit Member questions	Standing Item	Angus Ross/ Josie Wragg
	Council Plan Performance Monitoring 2015/2016 Quarter 1 Report	To consider follow-up information requested by the Committee following consideration of the Quarter 3 Performance Monitoring report at the meeting on 31 May 2016	Standard Item	Julie Holland
	Public Sector Equality Duty	To consider a report on the Council's duties under the Equality Act 2010	Requested by the Committee – 31 May 2016	Andrew Moulton
	Monitoring of Public and Member Questions	To review the public and Member questions submitted to the Executive and full Council meetings	Request by the Committee – 31 May 2016	Neil Carr

	Executive Forward Programme and IEMD Forward programme	Standing Item	To consider upcoming Executive Decisions	Democratic Services
	Reports from Chairmen of Overview and Scrutiny Committees	Standing Item	Coordination between the Overview and Scrutiny Committees	Committee Chairmen
	Work Programmes	To consider the Work Programmes for the Management Committee and the three Overview and Scrutiny Committees	Coordination between the Overview and Scrutiny Committees	Democratic Services

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
22 November 2016	Discussion with Executive Member	To consider a submission from an Executive Member on issues within his/her portfolio and to submit Member questions	Standing Item	Neil Carr

	Council Plan Performance Monitoring 2016/2017 Quarter 2 Report	To consider follow-up information requested by the Committee following consideration of the Quarter 3 Performance Monitoring report at the meeting on 31 May 2016	Standard Item	Julie Holland
	Establishing Performance Indicators	To consider a report on the process for establishing performance indicators and setting SMART targets	Requested by the Committee – 31 May 2016	Julie Holland
	Monitoring of Public and Member Questions	To review the public and Member questions submitted to the Executive and full Council meetings	Request by the Committee – 31 May 2016	Neil Carr
	Executive Forward Programme and IEMD Forward programme	Standing Item	To consider upcoming Executive Decisions	Democratic Services
	Reports from Chairmen of Overview and Scrutiny Committees	Standing Item	Coordination between the Overview and Scrutiny Committees	Committee Chairmen
	Work Programmes	To consider the Work Programmes for the Management Committee and the three Overview and Scrutiny Committees	Coordination between the Overview and Scrutiny Committees	Democratic Services

Items to be Confirmed:

Shared Services – Task and Finish Group	To receive an update on the review	Agreed at the Committee meeting on 2 November 2015	Neil Carr
Delivery Options for Highways and Transport	To receive a report once the service review process is complete.	Requested by the Committee on 11 January 2016	Alex Deans
Asset Management Review Programme	To receive a further update as the review progresses	Requested by the Committee On 7 March 2016	Chris Gillett

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
13 September 2016	Delivering Effective Safeguarding Services	To receive a regular update including an update on the recruitment and retention strategy.	Standing item to monitor safeguarding services	Head of Social Care and Intervention/
	Children's Services Performance Indicators	To receive an update and monitor Children's Services performance measured by local indicators	Standing Item To enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement
	Children's Services O&S Forward Programme	To consider the Committee's Forward Programme	Standing item	Democratic Services

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
15 November 2016	Delivering Effective Safeguarding Services	To receive a regular update including an update on the recruitment and retention strategy.	Standing item to monitor safeguarding services	Head of Social Care and Intervention/
	Children's Services Performance Indicators	To receive an update and monitor Children's Services performance measured by local indicators	Standing Item To enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement
	Children's Services O&S Forward Programme	To consider the Committee's Forward Programme	Standing item	Democratic Services

COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
5 September 2016	To assess and review the potential impact of the Government's Right to Buy Scheme	To consider an update on the Government's Right to Buy proposals included in the Housing and Planning Act 2016	Review referred to the Committee by the Overview & Scrutiny Management Committee	Stuart Rowbotham/ Simon Price
	Council Policy On Houses In Multiple Occupation	To consider an update report on licencing of HMOS and on how problems relating to parking requirements for HMOs might be addressed through the Borough Design Guide	Referred from meeting on November 2015	John Kaiser
	Review of Procurement	To consider the impact of new Procurement regulations on the Council's activities	Requested by the Committee in November 2015	Pauline Jorgensen
	Civil Parking Enforcement	To receive an update report on progress relating to the introduction of Civil Parking Enforcement	Requested by Alison dray, street Co-ordination Manager	Alison Dray
	Commuter Parking Task and Finish Group Recommendations	To consider prioritisation of the Recommendations made by the Commuter Parking Task and Finish Group	Requested by Councillor Norman Jorgensen	Alex Deans/ Malcolm Richards

	Equality Duty – Transgender Issues in Schools	To consider a report on the approach to transgender issues taken by schools in the Borough	Requested by the Committee in June 2016	Brian Grady
	Work Programme	To consider the Work Programme for the Committee for 2016/17	Standing Item	Democratic Services

COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
7 November 2016	21st Century Council	To consider an update presentation/report on the 21 st Century Council Change Programme	Requested by the Committee on 20 June 2016	Andy Couldrick/ heather Thwaites
	Overall Review of Town Centre Regeneration	To consider an update report on the regeneration of Wokingham town centre and associated issues	Referred by the Management Committee	Mark Ashwell/ Bernie Pich
	Review of the Voluntary sector	To consider an update following the review of Voluntary Sector activity across the Borough	Requested by the Committee in March 2016	Keith Baker

	Work Programme	To consider the Work Programme for the Committee for 2016/17	Standing Item	Democratic Services
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Item to be Confirmed:

Possible income generation possibilities from the Cross Rail project	To consider possible income generation opportunities from the Crossrail project.	Referred by the Overview & Scrutiny Management Committee	Neil Carr
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HEALTH OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
11 July 2016	Independent Living Fund (ILF)	To receive a further update on the transfer of the ILF	Requested by the Committee in September 2015	Director of Health and Wellbeing
	Care Homes	To receive an update on care homes, including how standards are maintained and staff recruited	To seek assurance	Lynne McFetridge, Head of Adult Social care and Safeguarding / Sarah O'Connor, Adult Safeguarding Manager
	Carers	To consider an update on Carers' Services	To seek assurance	Director of Health and Wellbeing
	Performance Outcomes Report	To monitor performance and identify any areas of concern	Challenge item	CCG
	Health Consultation Report	Challenge item	Challenge item	Democratic Services
	Healthwatch Update	Challenge item	Challenge item	Healthwatch Wokingham Borough

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
8 September 2016	Maternity Services	To receive an update on maternity services and Friends and Family Test ratings for maternity services	To seek assurance	Director of Health and Wellbeing
	Community Hubs	To receive an update on the progress of community hubs	To be updated	
	Performance Outcomes Report	To monitor performance and identify any areas of concern	Challenge item	CCG
	Health Consultation Report	Challenge item	Challenge item	Democratic Services
	Healthwatch Update	Challenge item	Challenge item	Healthwatch Wokingham Borough