



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **OVERVIEW AND SCRUTINY
MANAGEMENT COMMITTEE** will be held in David Hicks 1
- Civic Offices, Shute End, Wokingham RG40 1BN on
WEDNESDAY 21 FEBRUARY 2018 AT 7.00 PM

A handwritten signature in black ink, appearing to read 'Manjeet Gill'.

Manjeet Gill
Interim Chief Executive
Published on 13 February 2018

The role of Overview and Scrutiny is to provide independent “critical friend” challenge and to work with the Council’s Executive and other public service providers for the benefit of the public. The Committee considers submissions from a range of sources and reaches conclusions based on the weight of evidence – not on party political grounds.

This meeting may be filmed for inclusion on the Council’s website.

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WOKINGHAM BOROUGH COUNCIL

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

Laura Blumenthal (Vice-Chairman)

Kate Haines

Ken Miall

Bill Soane

Parry Batth

Pauline Helliard-Symons

Ian Pittock

Chris Smith

Lindsay Ferris

John Kaiser

Malcolm Richards

Shahid Younis

Substitutes

Philip Houldsworth

Rachelle Shepherd-DuBey

Abdul Loyes

Imogen Shepherd-DuBey

ITEM NO.	WARD	SUBJECT	PAGE NO.
65.		ELECTION OF CHAIRMAN To elect a Chairman for the remainder of the 2017/18 Municipal Year.	
66.		APOLOGIES To receive any apologies for absence.	
67.		MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Meeting held on 9 January 2018.	5 - 10
68.		DECLARATIONS OF INTEREST To receive any declarations of interest.	
69.		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	
70.		MEMBER QUESTION TIME To answer any Member questions.	

71.	All Wards	COUNCIL PLAN PERFORMANCE MONITORING Q3 To consider the Council Plan Performance Monitoring report for Quarter 3 – October – December 2017.	11 - 20
72.	None Specific	OVERVIEW AND SCRUTINY WORK PROGRAMMES 2018-19 To consider the draft Overview and Scrutiny Work Programmes for 2018/19 and to agree the process for inviting and considering items from residents, community groups and other key stakeholders.	21 - 28
73.	None Specific	CONSIDERATION OF THE CURRENT EXECUTIVE AND INDIVIDUAL MEMBER DECISION FORWARD PROGRAMMES To consider the current published version of the Executive Forward Programme and the Individual Member Decision Forward Programme.	29 - 40
74.	None Specific	COMMITTEE WORK PROGRAMMES 2017-18 To discuss the work programme of the Overview and Scrutiny Management Committee and Overview and Scrutiny Committees	41 - 46
75.	None Specific	UPDATE REPORTS FROM CHAIRMEN OR NOMINATED MEMBER OF THE OVERVIEW AND SCRUTINY COMMITTEES For the Chairman or nominated Member of the Committee to report back on its activities including any requests to undertake reviews.	

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 9 JANUARY 2018 FROM 7.00 PM TO 9.20 PM

Committee Members Present

Councillors: Keith Baker (Chairman), Laura Blumenthal (Vice-Chairman), Parry Batth, Lindsay Ferris, Ken Miall, Ian Pittock, Malcolm Richards, Bill Soane, Chris Smith and Shahid Younis

Other Councillors Present

Councillors: Philip Mirfin and Stuart Munro

Officers Present

Neil Carr, Democratic and Electoral Services Specialist

55. APOLOGIES

Apologies for absence were submitted by Kate Haines and Pauline Helliard-Symons.

56. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 22 November 2017 were confirmed as a correct record and signed by the Chairman.

57. DECLARATIONS OF INTEREST

There were no declarations of interest.

58. PUBLIC QUESTION TIME

There were no public questions.

59. MEMBER QUESTION TIME

There were no Member questions.

60. DISCUSSION WITH EXECUTIVE MEMBER

The Committee considered a report, set out at Agenda pages 13 to 24, which continued the process of holding discussions with Executive Members. The aim of the discussions was to increase awareness of key policy and service issues over the year ahead and to identify areas where Overview and Scrutiny could provide effective challenge and support. Members supported the principle that Overview and Scrutiny could add more value if it was a proactive rather than a reactive process.

Stuart Munro (Executive Member for Business, Economic Development and Regeneration) and Philip Mirfin (Deputy Executive Member) attended the meeting to give an outline of key challenges and to answer Member questions developed around a set of key lines of enquiry. Councillors Munro and Mirfin focussed on three key issues: economic development, asset review and the Council's Property Portfolio Investment Strategy.

Appended to the report was the Council's Economic Development Strategy, 2016/21, which had been approved by the Executive in June 2016. Members also considered the Economic Development Strategy Action Plan which gave details of specific actions undertaken to deliver the key objectives in the Strategy. These were:

- Create a place where businesses thrive by offering good quality housing and infrastructure;

- Facilitate business growth through business support and inward investment;
- Ensure that people have the skills that businesses need and are able to support themselves into employment;
- Encourage innovation and technology to build a competitive business environment.

Stuart Munro and Philip Mirfin addressed the meeting and highlighted the following points:

- Good progress was being made on house completions at the four SDL sites which was providing a positive economic benefit for the Borough;
- Key worker housing units were being delivered – 18 at Montague Park and 22 at Peach Place;
- Business engagement was progressing with a “world café event” to be held at the Reading University Science Park. This event would be hosted jointly by the Council and the university;
- Plans for a Wokingham town centre “Business Improvement District” (BID) had been paused as the Council was unable to gain support from businesses in the town centre;
- The Borough was receiving positive benefit from the work of the Thames Valley Berkshire Local Enterprise Partnership;
- The Asset Review Programme Board met monthly to consider issues including potential asset transfers to Town and Parish Councils and local community groups;
- The Council’s land assets were being considered as part of the Local Plan Update process;
- The £100m Property Portfolio Investment Fund had been agreed by Council in November 2017 and a team of Members and Officers were now considering options.

In the ensuing discussion Members raised the following points and questions:

Could the Council promote Business Improvement Districts in other areas such as Woodley or Twyford? It was suggested that a briefing note be prepared for the Committee on the pros and cons of a BID and examples of successful BIDs in other parts of the country.

Could the Committee receive a copy of the Local Enterprise Partnership Update report? It was confirmed that a copy of the update report would be circulated to the Committee.

Bearing in mind the LEP’s support of Heathrow expansion was it possible for the Council to influence the decision making process to reflect views from different parts of the Borough?

Could the Committee receive an update on the work of the Asset Review Programme Board in order to understand progress and future plans?

Could the Committee receive an update on progress relating to the Council’s new Property Portfolio Investment Fund? It was confirmed that an update report would be submitted to Members later in the year.

RESOLVED That:

- 1) Councillors Munro and Mirfin be thanked for attending the meeting and answering Member questions;
- 2) Officers be asked to provide a briefing for the Committee on the pros and cons of setting up a Business Improvement District (BID), with examples of good practice;
- 3) in conjunction with the BID briefing the Committee receive an updated copy of the Economic Development Strategy Action Plan;
- 4) the Local Enterprise Partnership Update Report be circulated to Members;
- 5) an update on the Assets Review Programme be included in the Committee's Work Programme for 2018/19;
- 6) an update on progress relating to the Council's new Property Portfolio Investment Fund be included in the Committee's Work Programme for 2018/19.

61. SELECT COMMITTEE REPORT INTO OVERVIEW AND SCRUTINY IN LOCAL GOVERNMENT

The Committee considered a report, set out on Agenda pages 25 to 87, which gave details of the House of Commons Select Committee for Communities and Local Government's inquiry into the effectiveness of Overview and Scrutiny in local government. A copy of the Select Committee's report, published on 15 December 2017, was appended to the report.

The Select Committee's report highlighted a number of key issues relating to the operation of Overview and Scrutiny, including:

- the importance of organisational culture in determining the effectiveness of Overview and Scrutiny;
- potential measures to promote a more positive culture could include a change in the line of accountability with Overview and Scrutiny reporting to full Council rather than the Executive;
- the importance of the role of Overview and Scrutiny Chairmen in demonstrating the independence of the Scrutiny function;
- effective Scrutiny depended on access to information about Council (and partner) services and policies;
- there should be a greater parity of esteem between the Executive and Overview and Scrutiny with effective Officer support for the Scrutiny function;
- Scrutiny powers should be strengthened in relation to the delivery of outsourced services and monitoring of Local Enterprise Partnerships (LEPs).

Members considered the findings of the Select Committee in the context of the operation of Overview and Scrutiny at Wokingham Borough Council. In the ensuing discussion Members commented on the report's conclusions and recommendations as follows:

The Role of Scrutiny

Members supported the proposal for the sharing of innovation and best practice across the Scrutiny sector.

Party Politics and Organisational Culture

Members noted the proposal that Overview and Scrutiny recommendations should be reported to full Council rather than to the Executive. Members felt that more evidence about the pros and cons of this recommendation should be provided before a view was taken.

Members supported the recommendation that Executive Members should only attend Scrutiny meetings when invited to do so and to answer Member questions. This would help to promote political impartiality and preserve the distinction between Scrutiny and the Executive.

Members supported the principle of election of Scrutiny Chairmen and agreed to put the Council forward for inclusion in the proposed pilot scheme aimed at monitoring the impact of elected Chairmen on Scrutiny's effectiveness.

Members also noted that the Council's Constitution Review Working Group were considering options for the election of Chairmen and selection of Scrutiny Members following the Motion agreed by Council at its meeting on 23 March 2017. The decisions reached by the Constitution Review Working Group would be reported back to the Management Committee in due course.

Accessing Information

Members felt that existing arrangements were effective with Overview and Scrutiny Committees receiving relevant information, with confidential information considered in Part 2 session as and when necessary.

Members supported the principle of greater involvement in Scrutiny by residents, service users and community groups. It was noted that the Community and Corporate Overview and Scrutiny Committee was seeking to develop this approach to Scrutiny. Progress would be monitored and reported back to the Management Committee.

Resources

Members supported the principle of greater parity of esteem between Scrutiny and the Executive and agreed that the Overview and Scrutiny Committees should be supported by Officers who operate with independence and provide impartial advice to Members.

Members supported the principle of greater profile and seniority for the role of Statutory Scrutiny Officer at the Council.

Member Training and Skills

Members noted the Council's annual Scrutiny training event and requested more information on the training programmes provided by the Local Government Association.

The Role of the Public

Members supported the principle of greater public involvement in the Scrutiny process and considered possible initiatives including:

- Greater engagement/briefing with Town and Parish Councils;
- Briefings for local newspapers and other media outlets;
- Increased use of digital engagement and social media;
- Increased presence of Scrutiny on the Council's website;
- Scrutiny articles in the Wokingham Borough News;
- Closer working with the Council's Communications team.

Scrutinising Public Services Provided by External Bodies

Members supported the principle of Scrutiny being able to "follow the Council pound" and look at both public and commercial service providers.

In line with the earlier discussion, Members supported the proposal for public oversight of Local Enterprise Partnerships.

RESOLVED That:

- 1) the issues raised by the House of Commons Select Committee report in relation to the operation of Overview and Scrutiny be noted;
- 2) the Committee's views on the report's Conclusions and Recommendations be communicated to the Select Committee and the Department for Communities and Local Government;
- 3) the Committee receive further information on the specific issues highlighted above;
- 4) the Constitution Review Working Group's findings on the selection of Scrutiny Members and election of Scrutiny Chairmen be submitted to the Committee for consideration;
- 5) a progress review on recommendations made during the year and proposed benefits realised be included in the Committee's 2018/19 Work programme;
- 6) the Committee receive further information on Scrutiny training programmes run by the Local Government Association.

62. CONSIDERATION OF THE CURRENT EXECUTIVE AND INDIVIDUAL EXECUTIVE MEMBER DECISION FORWARD PROGRAMMES

The Committee considered a copy of the Executive Forward Programme and the Individual Executive Member Decision Forward programme, as set out on Agenda pages 89 to 98.

RESOLVED That:

- 1) The Executive and Individual Executive Member Decision Forward Programmes be noted;

- 2) Members notify Democratic Services of any issues they wish to include in the Committee's future work programme.

63. COMMITTEE WORK PROGRAMMES

The Committee considered its forward work programme and that of the Overview and Scrutiny Committees as set out on Agenda pages 99 to 109.

Members noted the introduction of new legislation relating to data protection – the General Data Protection Regulations (GDPR), to be launched in May 2018 and asked for a briefing on the implications of the proposals for the Council and for individual Members.

Members also considered issues relating to planning conditions which were changed following the granting of planning permission and the notification to local Ward Members about the granting of Tree Preservation Orders.

RESOLVED That:

- 1) the forward Work Programmes be noted;
- 2) Members receive a briefing on the new General Data Protection Regulations;
- 3) items on changes to planning conditions and the granting of Tree Preservation Orders be included in the Overview and Scrutiny Work Programmes for 2018/19.

64. UPDATE REPORTS FROM CHAIRMEN OR NOMINATED MEMBER OF THE OVERVIEW AND SCRUTINY COMMITTEES

The Committee considered updates from the Chairmen of the Overview and Scrutiny Committees.

RESOLVED: That the updates be noted.

TITLE	Council Plan Performance Monitoring - Q3 2017/18
FOR CONSIDERATION BY	Overview & Scrutiny Management Committee on 21 February 2018
WARD	None specific
DIRECTOR	Director of Corporate Services - Graham Ebers

OUTCOME / BENEFITS TO THE COMMUNITY

Accountability and transparency of the delivery of key council priorities and to inform decision making.

RECOMMENDATION

Note the latest performance measures and agree any corrective action required.

SUMMARY OF REPORT

The Council Plan and the Council Plan Update set out the Council's principles and priorities. This Council Plan Performance Monitoring Report shows the Council's performance across 48 performance indicators and 19 key projects. This report covers the third quarter (October - December) of 2017/2018 and reports current year to date performance compared to the assigned targets.

The majority of measures (78%) are achieving the assigned targets for the year to date and reported as Green. 12 Amber measures (19%) are slightly off target and two measures (3%) are Red since the target is not currently being achieved. The direction of travel (DoT), for the majority of measures, is positive showing an improvement in performance compared to the previous quarter. 14 measures have deteriorated. However for most of these 14 measures the target is still being achieved. Further details are given below of the measures which are off target and have deteriorated.

Spotlight on Good Performance

On a quarterly basis, some indicators will be considered in more detail to focus on how performance has improved and what actions were taken to achieve this.

Number of affordable dwellings completed

For 2017/18 the Council set itself a target to complete 372 affordable dwellings. Due to the nature of development, completions do not happen equally across the year; with higher completions in quarters 3 and 4 compared to the first half of the year.

For the year to date, the Council forecast completions of around 279 affordable dwellings. The Council has significantly exceeded this target and has completed 342 new affordable homes in the first three quarters of 2017/18. Not only is this figure a record number for the Council in any one year, it is expected that the final completion number for 2017/18 will exceed 450 completions; well above target. These impressive affordable housing completion numbers have been achieved through the Council's negotiations with private developers and partnership working with housing associations. Furthermore, over 100 of the completions will have been delivered by the Council's own housing companies on projects commissioned and funded by the Council on its land holdings.

Background

Indicators with a RED rating

1) Percentage of child protection visits due in the period (Red, improved) which were completed within 10 days of the previous visit

A challenging local target has been set for Wokingham borough. Timescales are ambitious since the team wish to ensure that they are working towards a high standard of quality and have a good managerial perspective for the children at risk of significant harm. This indicator is a proxy measure to monitor that children are seen in accordance with risk and their plan. Wokingham borough has a low number of children subject to child protection plans compared to similar neighbouring authorities. Service Managers and Assistant Directors are aware of the children who were not seen within 10 working days and the reasons for this. All children are seen; majority of which within 15 working days.

Quarter 3 has seen an improvement in the number of visits completed within 10 days of the previous visit; with 76% being completed within this timeframe. There were 475 visits made during this period; 112 of which took place over 10 working days from the previous visit. There are appropriate reasons for why these visits were not completed on time. The visits were to 79 children. In quarter 3 88% of visits were made within 15 working days. Although the local target of visits completed within 10 working days is not being achieved, the statutory minimum requirement for visiting is 42 days.

2) Percentage of household waste reused, recycled and composted (Red, deteriorated)

Performance was reported as Green for Quarter 2 but is now showing as Red for Quarter 3. The estimated figures show an expected dip in performance during this quarter due to a reduction in green waste. A similar trend was seen in 2016/17 for quarter 3. The inclusion of additional materials to kerbside recycling (such as plastic pots, tubs, trays, foil and Tetrapack) from February 2018 is expected to improve performance by a further 1-1.5% on overall recycling rates in the next financial year. Moving into 2019/20, with recycling including additional materials as well as the introduction of food waste, it is anticipated that longer term overall performance could rise to between 49% and 50%.

Indicators with an AMBER rating

RAG	DoT	Measure
Amber	Improved	Number of initial carers assessments completed
		Five year housing supply
		Rents collection
Amber	No change	Percentage of secondary schools with a current Ofsted rating of Good or better
		Nine Mile Ride Extension (South)
		Percentage of calls answered
Amber	Deteriorated	Leisure centre attendance numbers
		Percentage of homelessness decisions that were made within 45 working days
		Revenue budget monitoring forecast position
		Business rates collection
		Turnover*
		Return on investment

*Performance for quarter 3 is showing as amber since current turnover is below the 15% target; which is considered to be a healthy turnover rate. However, a low turnover rate during a time when the Council is going through a period of major change is a positive result as it indicates that less employees are leaving the organisation despite these changes.

Analysis of Issues

The report shows the overall performance of the council against its performance indicators and its key projects. The report details the targets for each indicator, provides a comparator benchmark for the previous year's actual performance and for previous quarters.

Each indicator and project is assigned a RAG (Red, Amber, Green) status which defines whether the indicator is on target (Green), close to target (Amber) or missing the target (Red). Each indicator and project has a direction of travel which records how the measure has changed since the previous update (normally quarterly but some indicators are annual). Indicators and projects are allocated to a Director and the lead Executive Member. The commentary provides further information related to that indicator or project and aims to explain the data, any variances and actions being taken.

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)	N/A	N/A	N/A
Next Financial Year (Year 2)	N/A	N/A	N/A
Following Financial Year (Year 3)	N/A	N/A	N/A

Other financial information relevant to the Recommendation/Decision
None

Cross-Council Implications
This report covers the whole of the council's operations.

Reasons for considering the report in Part 2
None

List of Background Papers
Appendix A – Q3 2017-18 Performance Measures

Contact Paul Ohsan Ellis	Service Strategy & Commissioning
Telephone No Ext 6096	Email paul.ohsan.ellis@wokingham.gov.uk

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Look after vulnerable people											
Key Indicators											
Indicator Reference: CS - Corporate Services, L&CS - Localities & Customer Service, PS - People Services											
Ref	Indicator	Director/ Executive Member	Previous Period Actuals			2017/18 Target	Current Reporting Period		RAG	Direction of Travel	Commentary
			2016/17	Q1 2017/18	Q2 2017/18		RAG Thresholds				
PS1	National indicator: Percentage referrals in 17/18 which are repeat referrals within 12 months of a previous referral to Children's Social Care	Paul Senior/ Mark Ashwell	21.3%	16.6%	19.0%	20% or Less	Green 20% or less	20.0%	Green	Deteriorated	73 of 365 referrals were repeats compared to 63 of 332 for quarter 2.
						Amber 20.1% - 22%					
						Red Over 22%					
PS2	Local indicator: Percentage of children who became subject of a Child Protection Plan (CPP) for a second or subsequent time within 24 months	Paul Senior/ Mark Ashwell	18.9%	4.0% (1 of 25 children)	4.0% (1 of 25 children)	Less than 10%	Green Less than 10%	0.0% (0 of 44 children)	Green	Improved	
						Amber 10-15%					
						Red Over 15%					
PS3	National indicator: Percentage of children who became subject of a Child Protection Plan for a second or subsequent time ever	Paul Senior/ Mark Ashwell	34.8%	20.0% (5 of 25 children)	12.0% (3 of 25 children)	20% or Less	Green 20% or less	18.2% (8 of 44 children)	Green	Deteriorated	This relates to four families; three families with four children and one family with three children. All families have older children who were subject to plans 8, 7 and 6 years before the current plan, where intervention had a positive impact. However, the birth of the youngest children has led to additional stress and pressure and emergence of previous issues, requiring child protection plan intervention.
						Amber 21-30%					
						Red Over 30%					
PS4	Local indicator: Percentage of Looked After Children living within 20 miles of Berkshire West - Geographical area of Reading, Wokingham and West Berkshire (excluding unaccompanied asylum seeking children, children placed with parents and children in receipt of short breaks support)	Paul Senior/ Mark Ashwell	61%	64% (41 of 64 children)	72% (49 of 68 children)	70%	Green 70% or more	73% (56 of 77 children)	Green	Improved	
						Amber 64-69.9%					
						Red Less than 64%					
PS5	Local indicator: Percentage of children who entered Care in the period who were placed more than 20 miles from their home (excluding unaccompanied asylum seeking children, children placed with parents and children in receipt of short breaks support)	Paul Senior/ Mark Ashwell	19.0% (4 of 21 children)	11.0% (1 of 9 children)	0%	14% or less	Green 14% or less	0% (0 of 10 children)	Green	No Change	
						Amber 15% to 25%					
						Red Over 25%					
PS6	National indicator: Percentage of children in care at the end of the period who were in a placement more than 20 miles from their home (excluding unaccompanied asylum seeking children, children placed with parents and children in receipt of short breaks support)	Paul Senior/ Mark Ashwell	40.0%	42.2% (27 of 64 children)	36.2% (25 of 69 children)	35% or less	Green 35% or less	33.8% (26 of 77 children)	Green	Improved	
						Amber 35.1% - 40%					
						Red Over 40%					
PS7	Local indicator: Permanency 1 - Percentage of children leaving care who achieved permanence (adopted, returned home or a special guardianship order is granted)	Paul Senior/ Mark Ashwell	61.3% (19 of 31 children)	10.0% (1 of 10 children)	100%	65% or more	Green 65% or more	80% (4 of 5 children)	Green	Deteriorated	One child left care because they turned 18. Although this young person has left care as they are now an adult, they are remaining with their foster carer under "staying put" arrangements.
						Amber 60% - 64.9%					
						Red Less than 60%					
PS8	Local indicator: Permanency 2 - Percentage of children currently in non-residential care who have been in care for more than three months who are in a permanent placement	Paul Senior/ Mark Ashwell	63%	75% (39 of 52 children)	70% (37 of 53 children)	63% or more	Green 63%	70% (39 of 56 children)	Green	No Change	
						Amber 57% to 62%					
						Red Less than 57%					
PS9	Local indicator: Percentage of child protection visits due in the period which were completed on-time (within 10 days of the previous visit)	Paul Senior/ Mark Ashwell	79.3%	76.4%	72.1%	82%	Green 82% or more	76.4%	Red	improved	See covering report for further details.
						Amber 78% - 81.9%					
						Red Less than 78%					
PS10	Local indicator: Percentage of reablement packages of care ceased in the period where reablement was successful	Paul Senior/ Richard Dolinski	70.8%	94.1%	95.2%	70% or more	Green 70% or more	90.0%	Green	Deteriorated	
						Amber 60% - 69.9%					
						Red Less than 60%					
PS11	National indicator: Long-term support needs of older adults (aged 65 and over) met by admission to residential and nursing care homes, per 100,000 population (ASCOF measure 2A(2))	Paul Senior/ Richard Dolinski	444.50	68.66	104.80	119.25 or less	Green 119.25 or less	65.05	Green	Improved	There were 18 new admissions to a residential or nursing home recorded in quarter 3. This compares to 29 for quarter 2.
						Amber					
						Red Greater than 119.25					
PS12	National indicator: Delayed Transfers of Care (DTOC) - Total number of hospital delayed days	Paul Senior/ Richard Dolinski	3751	744	984	Full year: less than 4,116 (1,029 per quarter)	Green Less than 1,029 per quarter	Q3 data will be published in Mar 2018.	Green (Q2)	Deteriorated (Q2)	Performance is reported in arrears by the NHS. Quarter 3 data is not yet available. Quarter 2 performance information is now available and reports 984 hospital delayed days which, although an increase from Quarter 1, remains within the target of less than 1,029 per quarter. Indicative local data for Q3 suggests there were around 800 delayed transfers of care for the current reporting period however confirmed figures are yet to be published. RAG and Direction of Travel information is based on Q2 performance.
						Amber					
						Red 1029 or more					
PS13	Local indicator: Number of initial carers assessments completed	Paul Senior/ Richard Dolinski	213	43	48	Full year increase to 215 (53 a quarter)	Green 53 or more	52	Amber	Improved	The information is recorded in two ways on Mosaic (the Council's Social Care IT system); joint assessments, where the carers' needs are also considered jointly as part of the assessment process, and separate carers assessments. It was found that the joint assessments were not accurately capturing all that were taking place. A change was made to the assessment form in Mosaic in December 2017 and 11 further joint assessments have now been reported. It is expected that numbers will continue to rise now this recording improvement has been made.
						Amber 42 to 52					
						Red Less than 42					
PS14	National indicator: The proportion of adults with a learning disability who live in their own home or with their family (ASCOF measure 1G)	Paul Senior/ Richard Dolinski	78%	79%	80%	79%	Green 79% or more	80%	Green	No Change	
						Amber 75% - 78.9%					
						Red Less than 75%					
PS15	Leisure Centre Attendance Numbers	Paul Senior/ Norman Jorgensen	843,228	225,099	221,745	Full year: 860,093 Quarterly: 215,023	Green 215,023 or more	195,809	Amber	Deteriorated	Seasonal trends in leisure centre attendance suggest that a slight decline in numbers for this period is expected and an increase should be seen in the new year. Despite a decline in numbers for quarter 3, the year to date actual is only marginally off target.
						Amber 150,000 - 215,023					
						Red 150,000 or less					
CS1	Percentage of housing stock which meets Decent Homes Standard (with Gorse Ride South and Tape Lane properties excluded)	Graham Ebers / Richard Dolinski	98%	99.2%	99.6%	100%	Green 90% - 100%	99.9%	Green	Improved	Only 6 properties within the stock are yet to meet the Decent Homes Standard.
						Amber 70% - 80%					
						Red Less than 70%					

Community



Ref	Indicator	Director/ Executive Member	Previous Period Actuals			Current Reporting Period			RAG	Direction of Travel	Commentary	
			2016/17	Q1 2017/18	Q2 2017/18	2017/18 Target	RAG Thresholds					Q3 2017/18 Actual
CS2	Percentage of formal Homelessness decisions (Part VII of the Housing Act 1996) in the quarter that are made within 45 working days and at the snapshot count at the end of each quarter percentage of initial emergency temporary accommodation placements for families made out of borough (OBP)	Graham Ebers / Richard Dolinski	80%	93%	95%	70% within 45 days	Green	70% - 100%	68%	Amber	Deteriorated	This indicator is measured in arrears. Latest performance information reported in Q3 relates to decisions made between July and September 2017. A homelessness decision is a formal decision that can only be made by specific officers. As a key experienced member of staff left the team, there continued to remain a high demand and some backlog of complex cases occurred due to this. A new member of staff has been in training to fill this vacancy and it is expected that performance will improve again shortly.
Amber							50% - 70%					
Red							Less than 50%					
CS3			37%	47%	38%	60% or less	Green	0% - 60%	36%	Green	Improved	Homelessness staff continue to find alternatives to Bed & Breakfast (B&B) accommodation wherever possible. With Wokingham's accommodation options improving, it is planned that there will be no reliance on B&Bs in the future.
Amber							59% - 70%					
Red							71% or more					

Major Projects

Ref	Project	Director/ Executive Member		Estimated Completion Date	RAG	Direction of Travel	Commentary
PS16	Fosters Residential Care Home	Paul Senior/ Richard Dolinski		Late 2017	Green	Improved	Fosters is scheduled to complete on 22nd January 2018 with first residents moving in later that week.
PS17	Integration with Health (Better Care Fund)	Paul Senior/ Richard Dolinski		31 March 2019	Green	No change	Wokingham Integration & Better Care Fund Narrative Plan 2017/19 has been approved by NHS England. Wokingham is achieving in 3 of the 4 national metrics for which progress is measured. The Better Care Fund schemes were reviewed in November 2017 and an action plan is being developed.

Improve educational attainment and focus on every child achieving their potential

Ref	Indicator	Director/ Executive Member	Previous Period Actuals			Current Reporting Period			RAG	Direction of Travel	Commentary	
			2016/17	Q1 2017/18	Q2 2017/18	2017/18 Target	RAG Thresholds	Q3 YTD 2017/18 Actual				
PS18	National indicator: Percentage of primary schools with a current Ofsted rating of "Good" or better	Paul Senior/ Mark Ashwell	92%	92%	92% (46/50)	Improvement or 100%	Green	100% or improving	94% (48/51)	Green	Improved	Improvement from Amber in Quarter 2 to Green in Quarter 3. This does not include The Coombes School which has recently academised.
							Amber	Less than 100%, no change				
							Red	Deteriorating				
PS19	National indicator: Percentage of secondary schools with a current Ofsted rating of "Good" or better	Paul Senior/ Mark Ashwell	89%	89%	89% (8/9)	Improvement or 100%	Green	100% or improving	89% (8/9)	Amber	No change	
							Amber	Less than 100%, no change				
							Red	Deteriorating				
PS20	National indicator: Percentage of special schools with a current Ofsted rating of "Good" or better	Paul Senior/ Mark Ashwell	100%	100%	100% (1/1)	Improvement or 100%	Green	100% or improving	100% (1/1)	Green	No change	Northern House School has not been inspected yet, hence not included in the performance figure.
							Amber	Less than 100%, no change				
							Red	Deteriorating				
PS21	National indicator: Percentage of children who attend a Wokingham school (Primary, Secondary or Special) which has an Ofsted rating of "Good" or better	Paul Senior/ Mark Ashwell	89%	89%	90%	Improvement or 100%	Green	100% or improving	92%	Green	Improved	
							Amber	Less than 100%, no change				
							Red	Deteriorating				

Major Projects

Ref	Project	Director/ Executive Member		Estimated Completion Date	RAG	Direction of Travel	Commentary
L&CS1	Secondary school in the South	Josie Wragg/ Mark Ashwell		September 2017	Green	No change	Bohunt School, which officially opened in September 2016, transferred to its newly completed permanent premises on the Arborfield Garrison site in September 2017, as scheduled. This project is now complete and hence the indicator will be archived for the next quarterly report.

Provide affordable homes

Ref	Indicator	Director/ Executive Member	Previous Period Actuals			Current Reporting Period			RAG	Direction of Travel	Commentary
			2016/17	Q1 2017/18	Q2 2017/18	2017/18 Target	RAG Thresholds	Q3 YTD 2017/18 Actual			
CS4	Number of affordable dwellings permitted (including where an offsite contribution received)	Graham Ebers/ Richard Dolinski/ Simon Weeks	337	41	112	Full year: 200 YTD: 150	Green YTD: 150 or more Amber YTD: 135 - 149 Red YTD: less than 135	218	Green	Improved	This performance measure shows the number of new permissions granted (i.e. outline and full), which is used to give an indication of the number of affordable units likely to be built. Quarter 3 actual is 65.
CS5	Number of affordable dwellings completed	Graham Ebers/ Richard Dolinski	212	57	75	Full year: 372 YTD: 279	Green YTD: 225 or more Amber YTD: 113 - 224 Red YTD: Less than 113	342	Green	Improved	Quarter 3 actual is 210. See covering report for further details.

Major Projects

Ref	Project	Director/ Executive Member		Estimated Completion Date	RAG	Direction of Travel	Commentary
CS6	Phoenix Avenue (formerly Eustace Crescent)	Graham Ebers/ Richard Dolinski		Spring to Winter 2017	Green	Improved	Phoenix Avenue consists of 68 new homes for social and affordable rent. The first 22 units were delivered in May 2017. The majority of homes have now been handed over. However due to some delays by the contractor, the last 8 homes will be handed over on 15th January 2018 and the project will then be complete.

Place



Place Key Indicators

Key Indicators

Indicator Reference: CS - Corporate Services, L&CS - Localities & Customer Service, PS - People Services

Ref	Indicator	Director/ Executive Member	Previous Period Actuals			Current Reporting Period			RAG	Direction of Travel	Commentary	
			2016/17	Q1 2017/18	Q2 2017/18	2017/18 Target	RAG Thresholds					Q3 2017/18 Actual
L&CS2	Kgs of residual household waste per household per annum - <i>The kgs of residual waste that are NOT sent for recycling e.g. waste to energy</i>	Josie Wragg/ Norman Jorgensen	696 kgs	688 kgs	686 kgs	665 kgs	Green	665 kgs or less	664 kgs	Green	Improved	Based on current quarterly estimates for household waste it is forecast that performance remains on target.
							Amber	666 kgs - 699 kgs				
							Red	700 kgs or more				
L&CS3	Percentage of household waste reused, recycled and composted	Josie Wragg/ Norman Jorgensen	38.91%	41.10%	42.0%	42.00%	Green	42% or more	38.3%	Red	Deteriorated	See covering report for further details.
							Amber	40% - 41%				
							Red	39% or less				

Major Projects

Ref	Project	Director/ Executive Member		Estimated Completion Date	RAG	Direction of Travel	Commentary
L&CS4	Street Lighting Upgrade Project: Joint procurement with Slough and Reading BC's. To replace approx. 8300 aging WBC street lighting columns and install more than 15,400 low energy LED lanterns, approx. 7100 of which on existing columns. The Parish & Town Councils have also been given the opportunity to be included in the project and we are replacing their units as they direct. The successful contractor is Volker Highways. 70% of the project will be funded by a DfT Challenge Fund grant - up to £8.12m.	Josie Wragg/ Keith Baker		March 2018	Green	No Change	The project continues to progress well and the contractor remains confident that they will meet the March deadline to complete the originally specified extent of works. Slough Borough Council (lead Contract Authority) is reviewing a possible extension of the contract for a further year to allow some additional works to be undertaken. These additional works will further reduce future maintenance costs, maximise the use of the Department for Transport Grant (which covers 70% of the costs) and will align requirements to the contract arrangements commencing April 2019.

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

Key Indicators

Ref	Indicator	Director/ Executive Member	Previous Period Actuals			Current Reporting Period			RAG	Direction of Travel	Commentary
			2016/17	Q1 2017/18	Q2 2017/18	2017/18 Target	RAG Thresholds		Q3 YTD 2017/18 Actual		
L&CS5	Percentage of Section 106 which is allocated against schemes	Josie Wragg/ Simon Weeks	98%	96%	91%	90%	Green	90% or more	96%	Green	
							Amber	80% - 89%			
							Red	Less than 80%			

Tackle traffic congestion in specific areas of the Borough

Major Projects

Ref	Project	Director/ Executive Member		Estimated Completion Date	RAG	Direction of Travel	Commentary
L&CS6	Arborfield Cross Relief Road	Josie Wragg/ David Lee		Summer 2020	Green	No Change	The relief road is intended to minimise the impact of traffic growth on the villages on Arborfield and Arborfield Cross and the surrounding rural lanes. Contracts have been agreed for the design and build phase of these projects. Hence the estimated completion dates have been updated to reflect the targets now agreed within these contracts.
L&CS7	North Wokingham Distributor Road	Josie Wragg/ David Lee		Summer 2021	Green	No Change	There will be 4,000 new homes built in Wokingham by 2026 as part of our projects to build more houses. The North Wokingham Distributor Road will provide access to the new developments and help minimise the impact of increased traffic. Contracts have been agreed for the design and build phase of these projects. Hence the estimated completion dates have been updated to reflect the targets now agreed within these contracts.
L&CS8	South Wokingham Distributor Road	Josie Wragg/ David Lee		Autumn 2021	Green	No Change	The aim of this road is to create access for the new homes, planned in the South Wokingham major development, and minimise the impact of the increase in traffic on nearby residential roads. Contracts have been agreed for the design and build phase of these projects. Hence the estimated completion dates have been updated to reflect the targets now agreed within these contracts.
L&CS9	Nine Mile Ride Extension (South)	Josie Wragg/ David Lee		Summer 2021	Amber	No Change	Marino Family Trust Site now acquired & discussion on-going with developer about delivery. Scope remains to achieve programme target.
L&CS10	Lower Earley Way Dualling	Josie Wragg/ David Lee		Spring 2020	Green	Improved	Contracts have been agreed for the design and build phase of these projects. Hence the estimated completion dates have been updated to reflect the targets now agreed within these contracts.
L&CS11	Winnersh Relief Road Phase 2	Josie Wragg/ David Lee		Spring 2020	Green	No Change	The completed road will reduce existing congestion through Winnersh village and on the wider road network. Phase 1 of this project, which is now complete, connects the B3270 Lower Earley Way to the B3030 King Street Lane. Phase 2 will connect the B3030 King Street Lane to the A329 Reading Road. The scheme includes an extension to the existing London Road and a new roundabout junction location on the A329 Reading Road, north of the M4 overbridge. Contracts have been agreed for the design and build phase of these projects. Hence the estimated completion dates have been updated to reflect the targets now agreed within these contracts.
L&CS12	Barkham Bridge	Josie Wragg/ David Lee		Summer 2020	Green	No Change	Contracts have been agreed for the design and build phase of these projects. Hence the estimated completion dates have been updated to reflect the targets now agreed within these contracts.
L&CS13	California Crossroads	Josie Wragg/ David Lee		Spring 2020	Green	Improved	Project Manager appointed, local members engaged & preliminary design brief issued for scoping & costing.
L&CS14	Shinfield Eastern Relief Road	Josie Wragg/ David Lee		Winter 2016	Green	Improved	The Shinfield Eastern Relief Road is a developer led project being delivered by the University of Reading. It is part of the new roads and facilities needed to deliver the Shinfield Parish Major Development. The road is now open and procedures are now in place to close down the project as complete.

Performance



Offer excellent value for your Council Tax

Key IndicatorsIndicator Reference: CS - Corporate Services, L&CS - Localities & Customer Service, PS - People Services

Ref	Indicator	Director/ Executive Member	Previous Period Actuals			Current Reporting Period			RAG	Direction of Travel	Commentary	
			2016/17	Q1 2017/18	Q2 2017/18	2017/18 Target	RAG Thresholds					Q3 YTD 2017/18 Actual
CS7	Revenue Budget Monitoring Forecast Position	Graham Ebers/ Julian McGhee-Sumner	£55k underspend	Nil	0.12% overspend	+/- 1%	Green	+/- 1%	1.02% overspend	Amber	Deteriorated	Increased budget pressures within People Services are contributing towards the adverse variance against budget. Work is ongoing to look to mitigate these pressures where possible.
							Amber	+/- 1.5%				
							Red	+/- 2%				
CS8	Capital Budget Monitoring Forecast Position	Graham Ebers/ Julian McGhee-Sumner	£3,833K underspend	Nil	-0.47% underspend	Break even (Nil variance)	Green	+/- 1%	-0.45% underspend	Green	No change	Capital monitoring budget remains on target. The £855,000 underspend is mainly due to Highways Infrastructure Flood Alleviation Schemes - Modelling determined current scheme not feasible, future options are to be investigated in future years, requiring new bid.
							Amber	+/- 1.1% - 2.5%				
							Red	+/- 2.6%				
CS9	Council tax collection	Graham Ebers/ Julian McGhee-Sumner	99.60%	30.50%	58.90%	Annual: 98.85% YTD: 87.85%	Green	YTD: More than 87.3%	87.58%	Green	Deteriorated	More income has been collected this year to date than at the same point in the previous year. However due to an additional 1,000 properties in the borough the target for Council tax collections is more challenging. New records need to be set up on the system for properties and the owner/occupiers and details sent to the valuation office for property banding. There is now more resource in the team to assist with this increased demand and collections are being monitored on a fortnightly basis.
							Amber	YTD: 85.3%-87.3%				
							Red	YTD: Less than 85.3%				
CS10	Business Rates collection	Graham Ebers/ Julian McGhee-Sumner	99.70%	30.61%	57.36%	Annual: 98.50% YTD: 85.25%	Green	YTD: More than 84.75%	83.36%	Amber	Deteriorated	Despite performance showing as amber for the current period, more income has been collected this year to date than at the same point in the previous year. Some new business properties have been established in the borough and following a revaluation, in the earlier part of the year, there has been an increase in the amount of rates payable. Some properties have changed to business properties which impacts on the amount of rates due for collection. More resource is in place to assist with this increased demand and, as for the above measure, fortnightly monitoring is in place to ensure collections are timely with close working with enforcement agents to ensure that all collections are made before end of March 2018.
							Amber	YTD: 82.75%-84.75%				
							Red	YTD: Less than 82.75%				
CS11	Rents collection	Graham Ebers/ Julian McGhee-Sumner	98.79%	22.84%	48.01%	Annual: 98.50% YTD: 73.87%	Green	YTD: More than 73.37%	72.88%	Amber	Improved	Shortfall is improving each quarter. Additional staff resource is now in place and the rents system is being further explored to ensure it is being utilised to its full potential to aid with the rent collection process.
							Amber	YTD:71.37% - 73.37%				
							Red	YTD: Less than 71.37%				
CS12	Returns on investments	Graham Ebers/ Julian McGhee-Sumner	0.49%	0.41%	0.48%	0.50%	Green	0.50% or more	0.42%	Amber	Deteriorated	The financial market is rather volatile at present due to national factors.
							Amber	0.30% - 0.49%				
							Red	Less than 0.30%				

Major Projects

Ref	Project	Director/ Executive Member				Estimated Completion Date	RAG	Direction of Travel	Commentary
CS13	Assets Programme	Graham Ebers/ Stuart Munro				31/01/2018	Green	No change	The project to develop the process for Community Asset Transfers has now been completed and the model has been incorporated into the Asset Management Plan for post 21st Century Council. The assets programme is now complete hence the indicator will be archived for the next quarterly report.

Deliver quality in all that we do, including the statutory services for which we are responsible

Key Indicators

Ref	Indicator	Director/ Executive Member	Previous Period Actuals			Current Reporting Period			RAG	Direction of Travel	Commentary	
			2016/17	Q1 2017/18	Q2 2017/18	2017/18 Target	RAG Thresholds	Q3 YTD 2017/18 Actual				
L&CS15	Percentage of successfully defended appeal decisions (dismissed)	Josie Wragg/ Simon Weeks	75.0%	62.5%	72%	65.0%	Green	65% or more	92%	Green	Improved	
							Amber	61.75% - 64.99%				
							Red	Less than 61.75%				
L&CS16	Proportion of planning breaches resolved by negotiation	Josie Wragg/ Simon Weeks	83.0%	87%	96%	50%	Green	50% or more	84%	Green	Deteriorated	Although performance is less than the previous quarter, the difference reflects the fact there will be variation across the year due to caseloads changing. The performance for this quarter is still significantly above target and shows the continued high level of service provided.
							Amber	47.50% - 49.99%				
							Red	Less than 47.50%				

Improve the customer experience when accessing Council Services

Key Indicators

Ref	Indicator	Director/ Executive Member	Previous Period Actuals			Current Reporting Period			RAG	Direction of Travel	Commentary	
			2016/17	Q1 2017/18	Q2 2017/18	2017/18 Target	RAG Thresholds	Q3 YTD 2017/18 Actual				
L&CS17	Percentage of first contact resolution - calls and emails	Josie Wragg/ Julian McGhee-Sumner	65%	67%	66%	65%	Green	65% or more	68%	Green	Improved	
							Amber	60% - 64.9%				
							Red	Less than 60%				
CS14	Percentage of calls answered	Josie Wragg/ Julian McGhee-Sumner	93%	92.4%	94.0%	95%	Green	95% or more	94.0%	Amber	No change	A high proportion of these calls equate to positive abandonment; where the caller listens to a recorded message and then diverts to another communication channel such as web chat or website. Anecdotal evidence suggests that many customers use web chat while their call is on hold.
							Amber	90% - 94.9%				
							Red	Less than 90%				

Business



Invest in regenerating towns and village, support social and economic prosperity, whilst encouraging business growth												
Key Indicators			Indicator Reference: CS - Corporate Services, L&CS - Localities & Customer Service, PS - People Services									
Ref	Indicator	Director/ Executive Member	Previous Period Actuals			Current Reporting Period			RAG	Direction of Travel	Commentary	
			2016/17	Q1 2017/18	Q2 2017/18	2017/18 Target	RAG Thresholds	Q3 YTD 2017/18 Actual				
L&CS18	Number of young people not in education, employment or training (NEET), aged 16-24 years, who have been given employment support	Josie Wragg/ Stuart Munro	131	39	10	Full year: 92 Ytd: 69	Green Ytd: 69 or more Amber Ytd: 58 - 68 Red Ytd: less than 58	77	Green	Improved	This target is set by the EU as part of complying with funding criteria for the Elevate project. Each outcome is supported by evidence. Q3 actual = 28	
L&CS19	Number of opportunities (new employment, apprenticeships and graduate posts) negotiated through Employment & Skills Plan (ESP)	Josie Wragg/ Stuart Munro	75	15	22	Full year: 60 Ytd: 45	Green Ytd: 45 or more Amber Ytd: 38- 44 Red Ytd: less than 38	64	Green	Improved	These opportunities are negotiated with developers as part of the planning process and embedded in S106 agreements. Q3 actual = 27	
CS15	Number of new businesses engaged with	Graham Ebers/ Stuart Munro	70	23	3	Full year: 70 Ytd: 53	Green Ytd: 53 or more Amber Ytd: 45 - 52 Red Ytd: less than 45	71	Green	Improved	A number of events have taken place this quarter to engage with local businesses including events for: Federation of Small Businesses, some taster sessions for new start up businesses as part of the Strive programme (a new way to help disadvantages people to start their own businesses) and presentations to Thames Valley Chamber of Commerce. Q3 actual = 45	
Major Projects												
Ref	Project	Director/ Executive Member			Estimated Completion Date	RAG	Direction of Travel	Commentary				
CS16	Wokingham Regeneration: Peach Place	Graham Ebers/ Stuart Munro			2018	Green	No change	Work at Peach Place progresses well with demolition and foundations completed and steelwork being installed across the site. Project remains on target to open for Christmas 2018				
CS17	Wokingham Regeneration: Elms Field	Graham Ebers/ Stuart Munro			2020	Green	No change	September Executive decision granted approval to let the Elms Field Build Contract. The Council continues to work with it's preferred contractor (McLaughlin & Harvey). A series of pre-construction works and surveys have commenced with the intent of starting primary works in the Spring 2018.				
CS18	Wokingham Regeneration: Carnival Pool	Graham Ebers/ Stuart Munro			Phase 1 - complete Phase 2 - 2021	Green	No change	Phase 1 completed as planned in June 2017 with the new bowling alley opening in November 2017 and the original site being handed back to the Council. Planning Committee resolved to grant consent for the Phase 2 planning application in November 2017. Commencement of development (including closure of the existing Carnival Pool leisure centre) is to be coordinated with the opening of the rebuilt Bulmershe Leisure Centre.				

Workforce



Key Indicators												
Ref	Indicator	Director/ Executive Member	Previous Period Actuals			Current Reporting Period			RAG	Direction of Travel	Commentary	
			2016/17	Q1 2017/18	Q2 2017/18	2017/18 Target	RAG Thresholds					Q3 2017/18 Actual
CS19	Turnover - Number of people voluntarily leaving the service as a percentage of the service headcount	Graham Ebers/ Julian McGhee-Sumner	15.57%	16.73%	16.28%	15.00%	Green	15% - 20%	14.40%	Amber	Deteriorated	Turnover in quarter 3 has decreased slightly since quarter 2 and is under the target of 15-20%. However given the Council is going through a period of major change this is considered a positive result that employees are remaining at the organisation despite this.
							Amber	10% - 15% or 20% - 25%				
							Red	Less than 10% or More than 25%				
CS20	Absence - Average days lost to sickness absence per employee (headcount) within the last 12 months	Graham Ebers/ Julian McGhee-Sumner	6.45	6.08	6.44	6.60	Green	6.6 days or less	5.93	Green	Improved	
							Amber	6.7 - 7.5 days				
							Red	More than 7.5 days				
Major Projects												
Ref	Project	Director/ Executive Member			Estimated Completion Date		RAG		Direction of Travel		Commentary	
CS21	People Strategy	Graham Ebers/ Julian McGhee-Sumner			31 Mar 2020		Green		No change		The People Strategy remains on target with key milestones being delivered against initial plans. Work packages and timescales are continually being considered against the developing proposals of the 21st Century Council programme.	

Annual Key Indicators											Indicator Reference: CS - Corporate Services, L&CS - Localities & Customer Service, PS - People Services										
The following indicators are measured on an annual basis. There are no updates to provide for these measures for Quarter 3 2017/18.																					
Community																					
Look after vulnerable people																					
Ref	Indicator	Director/ Executive Member	Previous Period		Current Reporting Period			RAG	Direction of Travel	Commentary											
			2017 Actual	2018 Target	RAG Thresholds		2018 Actual														
PS22	Annual National Indicator: The proportion of people who use services who feel safe (reported from the annual Adult Social Care User Experience Survey - ASCOF measure 4A)	Paul Senior/ Richard Dolinski	70%	73%	Green 73% or more Amber 67% - 72.9% Red Less than 67%		N/A	N/A	N/A	Survey will be conducted between January and March 2018. Data will be available April 2018.											
Improve health, wellbeing and quality of life																					
Ref	Indicator	Director/ Executive Member	Previous Period		Current Reporting Period			RAG	Direction of Travel	Commentary											
			2016 Actual	2017 Actual	2018 Target	RAG Thresholds					2018 Actual										
L&CS20	Annual indicator: Number of cycle trips on the A329 corridor (LSTF project investment area)	Josie Wragg/ Keith Baker	16,105 (0.17%)	18,357 (14.2%)	11%	Green 11% or more Amber 7% - 10% Red 6% or less		N/A	N/A	N/A	This is an annual indicator measured by a yearly survey. Base year 2013 shows 16,077 cycle trips. 2017 data shows 18,357 cycle trips; which is a 14.2% increase from the 2013 base year.										
Place																					
Ref	Indicator	Director/ Executive Member	Previous Period		Current Reporting Period			RAG	Direction of Travel	Commentary											
			2016 Actual	2017 Actual	2018 Target	RAG Thresholds					2018 Actual										
L&CS21	Annual indicator: New Homes Survey - Percentage of residents satisfied with their new home	Josie Wragg/ Simon Weeks	80%	84%	80%	Green 80% or more Amber 70% - 79% Red Less than 70%		Expected early 2018	N/A	N/A	Survey is undertaken in January/February each year.										
Ensure strong sustainable communities that are vibrant and are supported by well-designed development																					
Ref	Indicator	Director/ Executive Member	Previous Period		Current Reporting Period			RAG	Direction of Travel	Commentary											
			2016/17 Actual		2017/18 Target	RAG Thresholds					2017/18 Actual										
20 CS22	Annual indicator: Five year housing supply	Graham Ebers/ David Lee	98.5%		100%	Green 99% or more Amber 98.0% - 98.9% Red Less than 98%		N/A	N/A	N/A	The inspectorate have clarified through decisions that the five year land supply assessment is an annual exercise and that partial updates are inappropriate. Hence future reporting of this measure will be on an annual basis. The Council can demonstrate a 4.93 year housing land supply at 31 March 2017. This is an improved shortfall from previous appeal decisions where delivery supply has been found lower. The Council has taken positive action to boost housing supply by releasing its reserve sites and approving the invitation of an application on land South of Cutbush Lane. These will be built into the next update to the five year land supply position which is ongoing with a projected completion in February 2018. The update will take into account the recent Court of Appeal judgement St Modwen Developments Ltd v Secretary of State for Communities and Local Government (October 2017) which clarifies the interpretation of deliverable. The Council is continuing to receive a large number of appeals, many of which draw on the land supply position to justify permission.										
Tackle traffic congestion in specific areas of the Borough																					
Ref	Indicator	Director/ Executive Member	Previous Period		Current Reporting Period			RAG	Direction of Travel	Commentary											
			2015/16 Actual		2016/17 Target	RAG Thresholds					2016/17 Actual										
L&CS22	Annual indicator: Journey times on key routes across the Borough (reported annually in arrears - Q4 only). Average time in minutes to travel one mile in the morning peak period across all chosen routes	Josie Wragg/ Keith Baker	3.14		2.96	Green 2.96 or less Amber 3.60 - 2.95 Red 3.61 or more		N/A	N/A	N/A	The data is available on an annual basis, one year in arrears and will cover the period September to August. For example, data for 2015/16 was available in March 2017 and hence 2016/17 data is expected to be available in March 2018.The benchmark of 2.96 minutes is the average time to travel 1 mile as observed in 2011/12. This measure gives an indication of congestion across the network during the morning peak period (average Tue - Thu across the year excluding holiday). The longer it takes to travel a mile the more congested the network is, relative to the travel conditions in 2011/12. The 'target' is for this average time to travel 1 mile not to increase. 3.60 minutes equates to an average speed of circa 20 mph. This would therefore be the RED RAG, between this and the benchmark would be AMBER and 2.96 or less would be GREEN.										
Performance																					
Deliver quality in all that we do, including the statutory services for which we are responsible																					
Ref	Indicator	Director/ Executive Member	Previous Period		Current Reporting Period			RAG	Direction of Travel	Commentary											
			2016 Actual	2017 Actual	2018 Target	RAG Thresholds					2018 Actual										
L&CS23	Annual indicator: Percentage of service users satisfied with environmental regulatory services (shared service)	Josie Wragg/ Norman Jorgensen			80%	Green 80% or more Amber 76% - 79.9% Red Less than 76%		N/A	N/A	N/A											
Workforce																					
Ref	Indicator	Director/ Executive Member	Previous Period		Current Reporting Period			RAG	Direction of Travel	Commentary											
			2016 Actual	2017 Actual	2018 Target	RAG Thresholds					2018 Actual										
CS23	Annual indicator: Workforce Satisfaction - Percentage of the workforce that is either satisfied or very satisfied with working for WBC	Graham Ebers/ Julian McGhee-Sumner	N/A	N/A	80%	Green 80% or more Amber 70% - 79% Red Less than 70%		N/A	N/A	N/A	This is taken from a biennial employee satisfaction survey and relates to the question "I enjoy working here and would recommend it to friends & family"										

TITLE	Overview and Scrutiny Work Programmes 2018-19
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 21 February 2018
WARD	None Specific
LEAD OFFICER	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:

- 1) consider the proposals in the report and agree the draft Overview and Scrutiny Work Programmes and timetable for 2018/19;
- 2) agree the process for public consultation on the draft work programmes;
- 3) agree to finalise the work programmes at its meeting on 26 March 2017.

SUMMARY OF REPORT

Effective work programming is a Member-led process aimed at shortlisting and prioritising issues of community concern together with issues arising out of the Council Plan and major policy or service changes. It aims to:

- reflect local needs and concerns;
- prioritise topics for scrutiny which have the most impact or benefit;
- involve local residents and stakeholders;
- be flexible enough to respond to new or urgent issues.

Each year the Committee approves work programmes for itself and the Council's Overview and Scrutiny Committees. Recent discussions have indicated the need for the work programming process to be more robust and for greater engagement between Overview and Scrutiny and the Executive.

The report sets out a draft Overview and Scrutiny Work Programme for 2018/19. It also considers proposals to consult on the draft programme and to clarify and strengthen 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. Effective work programming helps to:

- prioritise issues for in-depth work where Overview and Scrutiny can make an impact and add value;
- reduce the need for “information only” reports;
- achieve a balance between pre-decision scrutiny, policy development and performance/budget monitoring;
- contribute at an earlier stage in the decision making process;
- increase public and stakeholder involvement in Overview and Scrutiny;
- retain flexibility in order to respond to urgent issues arising during the year.

At previous meetings the Committee has considered different approaches to work programming adopted by a range of Councils across the country. These include:

- seeking ideas from Members, Officers, Parish and Town Councils and partner organisations;
- engaging with community groups and special interest groups;
- encouraging public views via social media and the Council website;
- carrying out public surveys or use of Citizens’ Panels and focus groups;
- analysing corporate complaints and customer feedback;
- reviewing key corporate documents such as the Council Plan, peer reviews and major service inspection reports.

Once a longlist of potential items is compiled, 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 suggested timetable are:

- January/February – initial consultation with Overview and Scrutiny Members, Executive Members, senior Officers and partner organisations. Public engagement with residents, community groups and partners via the Council’s website and social media.
- March – Overview and Scrutiny Management Committee to finalise the work programmes.
- April – publication and implementation of the work programmes.
- November – mid-year review of the work programmes by the Overview and Scrutiny Management Committee.

Policy Development and Pre-Decision Scrutiny

Effective Overview and Scrutiny can assist in the development of new policies in support of the Council’s priorities. During 2017/18 the Leader of the Council and Executive Members attended the Committee’s meetings to discuss priorities for the year ahead and

to identify issues which could benefit from input from Overview and Scrutiny. The discussions indicated a consensus that Overview and Scrutiny could play a larger role in policy development. This could be via pre-decision scrutiny of new policies or in depth reviews of specific issues which could lead to new policy development. Executive Members have been asked to suggest issues for inclusion in the 2018/19 work programmes along with the other stakeholders identified above.

In Depth Scrutiny Reviews

An important strength of Overview and Scrutiny is the capacity to carry out in depth reviews of policies or services provided by the Council or its partners. In depth reviews allow Members to drill down into a particular issue and consider evidence from service users, community groups, experts and other stakeholders. They also enable Members to carry out research and broaden their knowledge of best practice in the public and private sectors. It is suggested that each Overview and Scrutiny Committee identifies one or more topics for in depth review during 2018/19, the reviews to be carried out by the Committees themselves or by Task and Finish Groups.

Scrutiny Review Issues

The issues identified for consideration by Overview and Scrutiny should be of interest or concern for local residents and generate public interest and involvement in the Overview and Scrutiny process.

In order to generate ideas and involvement from local residents, community groups and stakeholders, it is suggested that the Council's website and social media be used to publicise the development of the work programme and to invite suggestions inclusion.

In considering potential issues for review, Members should take into account the previously agreed selection criteria:

- Whether the issue is of local, and preferably current, concern;
- Whether the undertaking of the review can be linked to the Council's Vision, priorities and underpinning principles or would help achieve these;
- Whether the topic is already being reviewed elsewhere within the Council (e.g. as part of the 21st Century Council programme);
- Is the topic one that is capable of being influenced by one of the Overview and Scrutiny Committees;
- Is the topic of manageable scope – not too wide-ranging and yet of sufficient size to warrant a scrutiny review;
- Whether sufficient resources are available to support the scrutiny review;
If a review is warranted, should it have a high, medium or low priority?
- Whether the review should be undertaken by the Overview and Scrutiny Management Committee itself or be delegated to an Overview and Scrutiny Committee or a Task and Finish Group.

Analysis of Issues

The Annex to the report sets out a draft work programme for each of the Overview and Scrutiny Committees with a list of issues to be considered. The work programmes allow flexibility for the consideration of urgent issues and the call-in of decisions made by the

Executive. Once approved, the work programme issues will be timetabled into the programme of Overview and Scrutiny meetings during the year.

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 Corporate Services
Telephone No 0118 974 6058	Email neil.carr@wokingham.gov.uk
Date 12 February 2018	Version No. 1.0

Draft Overview and Scrutiny Work Programme 2018/19

1. Overview and Scrutiny Management Committee

1.	Development of the Overview and Scrutiny Work Programmes and coordination of the work of the Overview and Scrutiny Committees
2.	Discussion with the Leader, Executive Members and appropriate Officers to identify priorities and monitor performance against key targets
3.	Monitoring of the Council Plan and the Corporate Peer Review Action Plan
4.	Input into new policies through pre-decision scrutiny of draft proposals
5.	Monitoring the quarterly Council Plan Performance Management report
6.	Reviewing implementation of the Council's 21 st Century Council programme
7.	Monitoring Strategic Development Location (SDL) delivery and progress relating to the Local Plan Update
8.	Reviewing the Council's annual Budget Engagement exercise
9.	Monitoring the operation and performance of Council-owned companies
10.	Reviewing the Assets Review Programme and the operation of the Council's Property Portfolio Investment Fund
11.	Monitoring the outcomes delivered by the Thames Valley Berkshire Local Enterprise Partnership
12.	Reviewing the effectiveness of Planning processes relating to the implementation of planning conditions and tree preservation orders
11.	Monitoring the Council's compliance with the Equality Act 2010
12.	Approval of the annual Overview and Scrutiny report to Council
13.	Call-In review of Executive decisions
14.	Appointing Task and Finish Groups to investigate issues of local interest
15.	Reviewing the effectiveness of Overview and Scrutiny and the underpinning support and training provided for Members

2. Children's Services Overview and Scrutiny Committee

1.	Monitoring the effective delivery of safeguarding services, including social worker recruitment, retention and training
2.	Reviewing services that contribute to the achievement of the Council's Vision and priorities for children and young people
3.	Reviewing progress in relation to narrowing the gap in educational attainment for children from disadvantaged backgrounds
4.	Reviewing key Children's Services performance indicators and major projects
5.	Reviewing school performance indicators and Ofsted reports
6.	Monitoring the performance of any schools causing concern
7.	Monitoring the impact of the 21 st Century Council change programme on Children's Services
8.	Monitoring key strategic initiatives such as the Multi Agency Safeguarding Hub and the development of the Wokingham Multi Academy Trust
9.	Considering the annual report of the Corporate Parenting Board
10.	Input into new policies through pre-decision scrutiny of draft proposals relating to Children's Services
11.	Call-In of Executive decisions relating to Children's Services
12.	Appointing Task and Finish Groups as appropriate

3. Community and Corporate Overview and Scrutiny Committee

1.	Reviewing the work of the Community Safety Partnership and the effectiveness of local policing
2.	Exercising the Council's flood risk management responsibilities by monitoring flood risk activities and partnership working with towns and parishes
3.	Monitoring the Council's Capital and Revenue expenditure
4.	Monitoring the Wokingham Town Centre regeneration project including an evidence session with the Federation of Small Businesses
5.	Reviewing the Council's partnerships with Town and Parish Councils and the voluntary sector
6.	Reviewing highways and transport issues including customer service, car parking and improvements to cycling facilities
7.	Reviewing the proposed development of the Coppid Beech Park and Ride site
8.	Monitoring the implementation of Civil Parking Enforcement
9.	Reviewing the process for setting fees and charges in the Public Protection service
10.	Input into new policies through pre-decision scrutiny of draft proposals
11.	Appointing Task and Finish Groups as appropriate

4. Health Overview and Scrutiny Committee

1.	Monitoring health and social care outcomes and the performance of the local NHS Foundation Trusts
2.	Reviewing progress on the integration of health and social care services
3.	Monitoring progress relating to the development of community hubs
4.	Considering reports and updates from Wokingham Healthwatch
5.	Reviewing the provision of community mental health services
6.	Considering updates on the work of the Wokingham Clinical Commissioning Group (CCG)
7.	Reviewing access to primary care services within the Strategic Development Locations
8.	Joining West Berkshire, Reading, Oxfordshire and Buckinghamshire Councils in joint scrutiny of the Buckinghamshire, Oxfordshire and Berkshire West Sustainability and Transformation Plan
9.	Call-In of Executive decisions relating to adult social care
10.	Input into new policies through pre-decision scrutiny of draft proposals relating to adult social care
11.	Appointing Task and Finish Groups as appropriate

WOKINGHAM BOROUGH COUNCIL EXECUTIVE FORWARD PROGRAMME

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THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)(MEETINGS AND ACCESS TO INFORMATION)(ENGLAND)
REGULATIONS 2012

Executive Forward Programme - February to May 2018

Updated 13 February 2018

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 / Explanation for any deferment of item
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Executive Meeting 22 February 2018

WBC983	Housing Revenue Account Budget 2018/21 Purpose: To recommend to Council any proposed increases to rents and to approve any proposed increases to charges	Executive		Director of Corporate Services - Graham Ebers/ John Ogden	Executive Member Adult Services - Richard Dolinski	N/A
WBC984	Capital Programme and Strategy 2018/21 Purpose: To recommend to Council approval of the Capital Programme and Strategy 2018/21	Executive		Director of Corporate Services - Graham Ebers/ John Ogden	Executive Member Finance - Julian McGhee-Sumner	N/A
WBC985	Treasury Management Strategy 2018/21 Purpose: To recommend to Council approval of the Treasury Management Strategy 2018/21	Executive		Director of Corporate Services - Graham Ebers/ John Ogden	Executive Member Finance - Julian McGhee-Sumner	N/A
30 WBC986	Medium Term Financial Plan 2018/21 - Revenue Budget Submission 2018/19 and Council Plan 2018/19 Purpose: To recommend the Medium Term Financial Plan, Revenue Budget Submission and Council Plan to Council	Executive		Director of Corporate Services - Graham Ebers/ John Ogden	Executive Member Finance - Julian McGhee-Sumner	N/A
WBC987	Shareholders' Report Purpose: To consider various items related to the business of the Council owned companies, including their trading position	Executive		Director of Corporate Services - Graham Ebers/ James Sandford	Executive Member Finance - Julian McGhee-Sumner	N/A
WBC995	Temporary Closure Remenham 4 Purpose: To agree to the closure of the footpath to enable the Henley Festival to take place	Executive	Application for closure and objections to closure	Interim Director of Environment - Josie Wragg/ Rebecca Walkley	Executive Member for Environment - Norman Jorgensen	N/A
WBC1001	Unauthorised Encampment Policy for Wokingham Borough Council Purpose: To agree the updated Unauthorised Encampment Policy	Executive		Director of Corporate Services - Graham Ebers/ Simon Price	Executive Member for Planning and Enforcement - Simon Weeks	N/A

	for Wokingham Borough Council					
WBC1000	SDL Community Facility, North Wokingham Matthewsgreen Purpose: To agree in principle the provider for the Matthewsgreen Community Centre	Executive		Interim Director of Environment - Josie Wragg/ Rebecca Bird	Executive Member for Strategic Highways and Planning- David Lee	N/A
WBC1005	Wokingham School Admissions Arrangements 2019/20 Purpose: To determine the School Admissions arrangements for community and voluntary controlled schools and the co-ordinated admissions scheme for Wokingham Borough for the 2019/20 academic year.	Executive	The School Admissions arrangements for community and voluntary controlled schools and the co-ordinated admissions scheme for Wokingham Borough for the 2019/20 academic year.	Interim Director of People Services - Paul Senior/ Piers Brunning	Executive Member for Children's Services - Mark Ashwell	N/A
Executive Meeting 29 March 2018						
WBC998	Shareholders' Report Purpose: To consider various items related to the business of the Council owned companies, including their trading position	Executive		Director of Corporate Services - Graham Ebers/ James Sandford	Executive Member Finance - Julian McGhee-Sumner	N/A
WBC969	Custom and Self-Build Housing Register Eligibility Criteria and Fees Purpose: To consider the introduction of eligibility criteria and fees under the Self-Build and Custom Housebuilding Register Regulations	Executive		Interim Director of Environment - Josie Wragg/ Kayleigh Pearse	Executive Member for Strategic Highways and Planning- David Lee, Executive Member Adult Services - Richard Dolinski	N/A This item was deferred from the October Executive in order to refine the detail of the proposed eligibility criteria
WBC1006	Parking Strategy 2018-2022 Purpose: To consider the draft Parking Strategy and agree to proceed to formal consultation	Executive		Interim Director of Environment - Josie Wragg/ Matt Gould	Executive Member Highways and Transport - Keith Baker	N/A
WBC1007	Neighbourhood Plan Area Application for St Nicholas	Executive	St Nicholas Hurst Parish Council application for	Director of Corporate Services	Executive Member for Strategic	N/A

	Hurst Purpose: To consider whether St Nicholas Hurst Parish should be designated as a Neighbourhood Plan Area		the designation of a Neighbourhood Plan Area St Nicholas Hurst Parish Neighbourhood Plan Area Map	- Graham Ebers/ James McCabe	Highways and Planning- David Lee	
WBC 1008	Gorse Ride Estate Regeneration To provide a progress update on Phase 1 (covering properties at Cockayne Court, Arnette Avenue (odd numbers 97-107) and 154 Barkham Ride and to consider the long term future of the wider estate.	Executive	The Executive Report including the Part 2 exempt information	Director of Corporate Services - Graham Ebers/ Zareena Ahmed-Shere	Executive Member Adult Services - Richard Dolinski	exempt information by virtue of paragraph 3 of schedule 12A (Part 1) Local Government Act 1972 (as amended)
32 WBC 1009	Selection of Preferred RP Partners The Council has had successful partnership arrangements with Registered Providers (RPs) since 2002 with the current partnership due to end in March 2018. A full competitive process has been run to review and renew membership of this partnership arrangement. The new arrangement will run until March 2021 with a two year extension to March 2023 subject to satisfactory performance.	Executive	Report asking Executive to approve the selected RP Partners	Director of Corporate Services - Graham Ebers/ Frances Haywood	Executive Member Adult Services - Richard Dolinski	N/A
WBC977	Supporting the Recruitment and Retention of Foster Carers through Council Tax Rebate Purpose: To support the recruitment and retention of foster carers.	Executive		Interim Director of People Services - Paul Senior/ Lisa Humphreys	Executive Member for Children's Services - Mark Ashwell	N/A This item was deferred from the November Executive in order to carry out further work; including exploring other areas

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

Executive Meeting 31 May 2018

EXECUTIVE FORWARD PROGRAMME CHANGES MADE TO PREVIOUSLY PUBLISHED VERSIONS

Ref No.	Subject for Decision	Decision to be taken by	Original Schedule Date	Contact Details (Director/ Author)	Responsible Lead Member	Explanatory notes
WBC978	Supporting Care Leavers in their Stability and Independence Purpose: To consider a value for money proposition to deliver improved outcomes for our care leavers	Executive	25 Jan 2018	Interim Director of People Services - Paul Senior/ Lisa Humphreys	Executive Member for Children's Services - Mark Ashwell	This paper requires further exploration of impact and opportunities for young people and is therefore on hold to enable this work to be completed. Date tba

Members of the Executive:-

Charlotte Haitham Taylor	Leader of Council
David Lee	Deputy Leader of the Council, Strategic Highways and Planning
Richard Dolinski	Adults' Services, Health, Wellbeing and Housing
Stuart Munro	Business and Economic Development and Regeneration
Mark Ashwell	Children's Services
Norman Jorgensen	Environment, Sports, Environmental Health, Leisure and Libraries
Julian McGhee-Sumner	Finance, 21 st Century Council, Internal Services and Human Resources
Keith Baker	Highways and Transport
Simon Weeks	Planning and Enforcement

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

WOKINGHAM BOROUGH COUNCIL

THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETINGS AND ACCESS TO INFORMATION) (ENGLAND)
REGULATIONS 2012

NOTICE OF URGENT KEY DECISION TO BE CONSIDERED AT THE EXECUTIVE MEETING ON 22 FEBRUARY 2018

SUBJECT FOR DECISION	REASON FOR THE MEETING TO BE HELD IN PRIVATE / REASON FOR URGENCY OF KEY DECISIONS
Borough Wide Parking Charges	<p>Purpose: To consider a proposal to amend WBC parking charges across all Council owned car parks and extend the "Free after Three" scheme in Wokingham Town Centre car parks until 28 February 2018..</p> <p>The decision is deemed urgent as it is proposed to extend the current "Free after Three" scheme and implement the trial from 1 March 2018.</p>

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**WOKINGHAM BOROUGH COUNCIL
INDIVIDUAL EXECUTIVE MEMBER DECISIONS FORWARD PROGRAMME**

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REGULATIONS 2012

Individual Executive Member Forward Programme - February 2018 update 3

Updated 13 February 2018

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)	Statement as to whether the item is likely to be considered in private and if so the reasons why/ Explanation for any deferment of item
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IMD 2018/05	Great Western Consultation Purpose: Respond to DfT regarding the Great Western Rail Franchise consultation Date 15 Feb 2018 Meeting Room and Time SF4 at 3pm	Executive Member Highways and Transport - Keith Baker	DfT Great western Rail Franchise Public Consultation document	Interim Director of Environment - Josie Wragg/ David Wilby	N/A
IMD 2018/10	Major Road Network Consultation Purpose: to give feedback on the DfT's creation of a new Major Route Network and options for development and funding. Date 15 Mar 2018 Meeting Room and Time SF4 at 09:30am	Executive Member Highways and Transport - Keith Baker		Interim Director of Environment - Josie Wragg/ David Wilby	N/A
IMD 2018/07	Write off of uncollectable debt Purpose: To approve write off of uncollectable debt Date 15 Mar 2018 Meeting Room and Time David Hicks 2 at 4pm	Executive Member Finance - Julian McGhee-Sumner		Director of Corporate Services - Graham Ebers/ Sharon Pearce	N/A N/A
IMD 2018/11 00	Write off of uncollectable business rates Purpose: To approve write off of uncollectable business rates as the company has been dissolved Date 15 Mar 2018 Meeting Room and Time David Hicks 2 at 4.05pm	Executive Member Finance - Julian McGhee-Sumner	Evidence that the company has been dissolved and recovery action that had been taken to recover the debt	Director of Corporate Services - Graham Ebers/ Sharon Pearce	N/A
IMD 2018/12	Write off of uncollectable business rates Purpose: To approve write off of uncollectable business rates as the company has been dissolved Date 15 Mar 2018 Meeting Room and Time David Hicks 2 at 4.10pm	Executive Member Finance - Julian McGhee-Sumner	Evidence that the company has been dissolved and recovery action that has been taken to recover the debt.	Director of Corporate Services - Graham Ebers/ Sharon Pearce	N/A

IMD 2018/09	IMD 2018/09 Heathrow Expansion & Noise Consultation Purpose: To respond to HAL in regard of the Airport expansion plans, including flight paths and noise. Date 20 Mar 2018 Meeting Room and Time Shute End, Room SF4	Executive Member Highways and Transport - Keith Baker	IEMD report plus supporting papers outlining WBC's response to set questions asked.	Interim Director of Environment - Josie Wragg/ David Wilby	N/A
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CHANGES MADE TO PREVIOUSLY PUBLISHED VERSIONS

Members of the Executive:-

Charlotte Haitham Taylor	Leader of Council
David Lee	Deputy Leader of the Council, Strategic Highways and Planning
Richard Dolinski	Adults' Services, Health, Wellbeing and Housing
Stuart Munro	Business and Economic Development and Regeneration
Mark Ashwell	Children's Services
Norman Jorgensen	Environment, Sports, Environmental Health, Leisure and Libraries
Julian McGhee-Sumner	Finance, 21 st Century Council, Internal Services and Human Resources
Keith Baker	Highways and Transport
Simon Weeks	Planning and Enforcement

Note:

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DRAFT WORK PROGRAMME 2017/2018

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 by the Overview and Scrutiny Management Committee.

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
27 March 2018	21st Century Council	To consider an update on implementation of the Council's 21 st Century change programme	Work Programme	Heather Thwaites
	Overview and Scrutiny Work Programmes 2018/19	To approve the Overview and Scrutiny Work Programmes for 2018/19	Work Programme	Neil Carr
	Executive Forward Programme and IEMD Forward programme	To consider upcoming Executive and Individual Executive Member Decision items	Standing Item	Democratic Services
	Reports from O&S Chairmen	Standing Item	Coordination of Committee work	Committee Chairmen
	Work Programmes	To consider the individual Work Programmes for the Committees in the remainder of 2017/18	Coordination between the O&S Committees	Democratic Services

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
20 March 2018	Children's Services Performance Indicators	<ul style="list-style-type: none"> 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
	Policy Update from the Executive Member for Children's Services	<ul style="list-style-type: none"> To receive an update and to monitor the development of policies in Children's Services 	Standing item to monitor Policy development	Executive Member for Children's Services
	Regional Adoption Service Review	<ul style="list-style-type: none"> To ensure there has been a smooth transition to the new Berkshire Adoption Services To receive details of the partnership structure and service level agreement 	To update the Committee	Lisa Humphreys/ Children's Services
	Innovations Programme	<ul style="list-style-type: none"> The Committee to receive an update report outlining how the programme continues to make a difference 	To update the Committee	Paul Senior/ Children's Services
	Childcare Sufficiency Strategy	<ul style="list-style-type: none"> To monitor the development and implementation of the Early Years Childcare Sufficiency Strategy 	To assess the efficacy of the strategy	Children's Services
	Cross Borough Secondary Place Planning/ SDL	<ul style="list-style-type: none"> To monitor the secondary school place sufficiency, including places for Borough children living in the border with other local authorities 	To ensure the sufficiency of secondary school places for children in the Borough	Piers Brunning/ Children's Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
	Draft Primary Place Strategy	<ul style="list-style-type: none"> To receive information in relation to the plans for the Primary Place Strategy 	To ensure the sufficiency of primary school places for children in the Borough	Piers Brunning/ Children's Services
	Corporate Parenting Board Update	<ul style="list-style-type: none"> To receive a six monthly update of CPB To receive the CIC questionnaire for analysis 	To assess the effectiveness of CPB	Children's Services
	School Performance Indicators and Ofsted Reports, School Improvement	<ul style="list-style-type: none"> To receive information on schools' performance, and to review recent Ofsted Report Narrowing the gap – progress report 	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning and Achievement
	Schools causing concern – Part 2	<ul style="list-style-type: none"> To receive information about any school(s) causing concern 	Standing item to give an early indication of any school(s) in danger of underachieving	Head of Learning and Achievement
	Children's Services O&S Committee Forward Programme	<ul style="list-style-type: none"> To consider the forward programme of the Committee 	Standing item	Democratic Services / Luciane Bowker

COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

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DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
12 March 2018	Community Safety Partnership & Policing	To consider an annual review of the operation of the Borough's Community Safety Partnership and Update on Policing	Required by legislation	Supt Shaun Virtue/Julia Mlambo
	Civil Parking Enforcement	To consider the impact of the introduction of CPE within the authority	Update following item 3 March 2017	Clare Lawrence/Matt Gould
	Work Programme	To consider the work programme for the committee for 2016/2017 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services

Future Topics:

Flooding Update

Proposed Coppid Beech Park and Ride – Request from David Sleight

Federation of Small Businesses – Feedback on Town Centre Regeneration

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
7 March 2018	Performance Outcomes Report	To monitor performance and identify any areas of concern	Challenge item	Democratic Services
	Update on primary care facilities and estates	Update	Update	Wokingham CCG
	Healthwatch – consultation response	To be informed of the outcome of the consultation regarding Wokingham and Reading Healthwatches	Information	Strategy and Commissioning
46	Update on GP alliance	Update on arrangements	Update	Wokingham CCG
	Health Consultation Report	Challenge item	Challenge item	Democratic Services
	Healthwatch update	Challenge item	Challenge item	Healthwatch Wokingham Borough

Currently unscheduled topics:

- Draft Quality Accounts (April 2018)
 - Berkshire Healthcare NHS Foundation Trust
 - Royal Berkshire Hospital NHS Foundation Trust
 - South Central Ambulance NHS Foundation Trust
- Update on work of Clinical Commissioning Group
- Weekend ‘bed blocking’
- Progress of Community Health and Social Care implementation