



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 16 JANUARY 2019 AT 7.00 PM

Heather Thwaites

Heather Thwaites
Interim Chief Executive
Published on 8 January 2019

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.

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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

Philip Houldsworth (Vice-Chairman)
Guy Grandison
Ken Miall
Bill Soane

Andy Croy
Kate Haines
Ian Pittock
Shahid Younis

Lindsay Ferris
Mike Haines
Malcolm Richards

Substitutes

Alistair Auty
John Jarvis

Rachel Burgess
Clive Jones

Carl Doran
Rachelle Shepherd-DuBey

ITEM NO.	WARD	SUBJECT	PAGE NO.
69.		ELECTION OF CHAIRMAN Following Councillor Bath's appointment to an Executive role, to appoint a Chairman of the Committee for the remainder of the 2018/19 Municipal Year.	
70.		APOLOGIES To receive any apologies for absence.	
71.		MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Meeting held on 21 November 2018.	5 - 12
72.		DECLARATIONS OF INTEREST To receive any declarations of interest.	
73.		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	
74.		MEMBER QUESTION TIME To answer any Member questions.	

75.	None Specific	PREPARING FOR BREXIT To consider the potential impact of Brexit on the Council, its companies and key stakeholders across the Borough.	13 - 18
76.	None Specific	OVERVIEW AND SCRUTINY WORK PROGRAMMES 2019/20 To consider the development of Overview and Scrutiny work programmes for 2019/20.	19 - 28
77.	None Specific	CONSIDERATION OF THE CURRENT EXECUTIVE AND INDIVIDUAL EXECUTIVE MEMBER DECISION FORWARD PROGRAMMES To consider the current published version of the Executive Forward Programme and the Individual Executive Member Decision Forward Programme.	29 - 42
78.		COMMITTEE WORK PROGRAMMES To discuss the work programme of the Overview and Scrutiny Management Committee and Overview and Scrutiny Committees for the remainder of the 2018/19 Municipal Year.	43 - 52
79.		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 in 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 21 NOVEMBER 2018 FROM 7.00 PM TO 8.20 PM

Committee Members Present

Councillors: Parry Batth (Chairman), Philip Houldsworth (Vice-Chairman), Andy Croy, Lindsay Ferris, Mike Haines, Ken Miall, Ian Pittock, Malcolm Richards and Shahid Younis

Other Councillors Present

Councillors: Imogen Shepherd-DuBey

Officers Present

Peter Baveystock, Service Manager, Cleaner, Greener and Reactive Highway Services
Neil Carr, Democratic and Electoral Services Specialist
Sarah Hollamby, Interim Director of Locality and Customer Services
Mark Redfearn, Lead - Localities Service

54. APOLOGIES

Apologies for absence were submitted from Guy Grandison, Kate Haines and Bill Soane.

55. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 17 October were confirmed as a correct record and signed by the Chairman.

56. DECLARATION OF INTEREST

There were no declarations of interest.

57. PUBLIC QUESTION TIME

There were no public questions.

58. MEMBER QUESTION TIME

There were no Member questions.

59. GROUNDS MAINTENANCE SERVICE REVIEW

The Committee considered a report, set out at Agenda pages 13 to 46, which included the final draft of the Committee's report on the Grounds Maintenance service.

The report reminded Members of the discussions held at the meetings on 1 August, 19 September and 17 October 2018. The evidence submitted to the Committee had been used to produce the draft report and the set of draft recommendations to the Council's Executive.

The Committee discussed any final amendments to the report and received comments from the following Officers:

- Sarah Hollamby, Acting Director of Locality and Customer Services;
- Peter Baveystock, Service Manager, Cleaner, Greener and Reactive Highway Services;
- Mark Redfearn, Lead – Localities Service.

The Scrutiny review of the Grounds Maintenance service had been carried out following a large number of complaints about grass cutting in the period from March to May 2018.

From the evidence submitted, it was apparent that the Council's contractor (ISS Facility Services) had not deployed sufficient resources (staff and equipment) to complete the initial round of grass cutting in a reasonable time. Consequently, in some parts of the Borough, the grass grew very long as the contractor attempted to catch up on the cutting schedule. The situation was worsened by the unseasonably wet and cold weather in March/April.

In carrying out the Scrutiny review the Committee focussed on three key issues:

- Were there problems with the structure of the Council's Grounds Maintenance Contract?
- Were there problems with the way the Council's contractor was delivering the service?
- Were there problems with the way the Council monitored and managed the contract?

The Scrutiny report made a number of recommendations relating to the future delivery of the Grounds Maintenance service (the contractor having changed from ISS to Tivoli Group in June 2018). The recommendations focussed on measures which ensured that the service was fully resourced in terms of staff, supervisors and equipment in time for the 2019 grass cutting season. The Committee also made recommendations relating to improved communication about the service and the development of local networks involving residents, community groups and Town and Parish Councils.

The draft recommendations to the Executive were as follows:

- 1 That the Executive Member and Director of Locality and Customer Services meet with senior management from Tivoli Group to discuss the operation of the grounds maintenance service and to emphasise the Council's expectations for service delivery in 2019.
- 2 That the Executive Member and Director of Locality and Customer Services liaise with their counterparts at RBWM to identify areas of common interest and concern and make joint representations to Tivoli Group as necessary.
- 3 That the Director of Locality and Customer Services review the level of WBC's client monitoring/management resource available for the beginning of the next grass cutting season – March/April 2019.
- 4 That the Director of Locality and Customer Services review the contractual options available to the Council in the event of continuing underperformance by the grounds maintenance contractor.
- 5 That the Director of Locality and Customer Services explore options for co-location of the grounds maintenance client and contractor teams and review the weighting of KPIs to emphasise the performance of the key public-facing elements of the service.
- 6 That the implementation of the Localities Service be used to develop a framework for improved engagement and performance management of community services (including grounds maintenance) with local residents, community groups, Town and Parish Councils and ward Members.
- 7 That WBC Officers work with the contractor to seek input from appropriate specialist groups, including RSPB and the Berkshire, Buckinghamshire and Oxfordshire Wildlife

Trust (BBOWT) in order to inform management plans for biodiversity sites (woodland, copse and thicket) across the Borough.

- 8 That, as part of the Council's 21st Century Council programme, new technology be used to deliver more comprehensive, up to date information on grounds maintenance schedules, routes, performance and customer feedback via the Council's website.
- 9 That the Council continue discussions with Town and Parish Councils about the potential for further asset transfers and options for mutual support in relation to the grounds maintenance service, with regular updates to the Borough Parish Liaison Forum.
- 10 That the Director of Locality and Customer Services submit a report to the Overview and Scrutiny Management Committee, at its meeting in February 2019, setting out the arrangements in place to ensure an effective grass cutting service in 2019.
- 11 That the Director of Locality and Customer Services submit a further report to the Overview and Scrutiny Management Committee, at its meeting in October 2019, setting out details of performance issues and lessons learnt during the 2019 grass cutting season.
- 12 That the Executive instruct Officers to provide updated guidance on the Council's approach to public consultation, in line with the commitments set out in the Council's Constitution and the relevant legal principles.

In relation to the next steps, the Chairman confirmed that the Scrutiny report would be submitted to the Executive at its meeting on 30 January 2019. The report would be accompanied by a covering report from the Executive Member and Director of Locality and Customer Services setting out which recommendations were accepted and which, if any, were not accepted (with supporting reasons). The Chairman would be invited to attend the Executive meeting to present the report on behalf of the Committee.

The Chairman invited Sarah Hollamby to address the Committee. Sarah stated that the report's recommendations were reasonable and generally acceptable. Sarah outlined the work that was currently under way to ensure that the contractor has sufficient resources in place to deliver an effective grass cutting service in 2019. Additional client monitoring resources would also be put in place to ensure that the contractor was achieving the required standards across the Borough.

During the ensuing discussion of the Scrutiny report Members and Officers raised the following points:

- It was clear that the contractor (ISS followed by Tivoli) did not achieve the required contractual standards in 2018 and this also appeared to be the situation at other Councils who used the same contractor.
- It was noted that the WBC contract was outcomes-based. However, it was felt that the contract contained too little prescription which meant that the Council was, in effect, putting too much trust in the contractor.
- The evidence from 2017 indicated that the contractor could deliver an effective service. It was contingent on WBC to ensure that the contractor had sufficient staff and machinery for the start of the grass cutting season in 2019.

- It was important to have clear evidence of non-performance by the contractor in case it was necessary to terminate the contract at some point in the future. Officers confirmed that the contract did contain key performance and management indicators. The KPI weightings would be reviewed in order to emphasise the importance of the grass cutting element of the contract.
- There had been some useful communication activity in 2018 which helped residents and community groups to understand the issues affecting the service. This should be built upon in 2019. There were tools on the market which could help to facilitate more effective communication.

The Chairman stated that the draft report would be reviewed to reflect the Committee's discussions and the comments from Officers. A final version would then be circulated to the Committee for approval prior to submission to the Executive in January 2019.

RESOLVED That:

- 1) Sarah Hollamby, Peter Baveystock, and Mark Redfearn be thanked for attending the meeting to discuss the Scrutiny report;
- 2) further consideration be given to the points raised at the meeting prior to final agreement of the report;
- 3) the report be submitted to the Executive at its meeting on 30 January 2019;
- 4) in line with the Scrutiny report's recommendations, the Committee receive further progress reports on the Grounds Maintenance service at its meetings in February and October 2019.

60. COUNCIL PLAN PERFORMANCE MANAGEMENT REPORT Q2

The Committee considered a report, set out Agenda pages 47 to 100, which gave details of Council Plan performance monitoring for Quarter 2, 2018/19 (July-September).

The report stated that 70% of the performance measures were achieving the assigned targets (Green), with 17% with performance marginally off-target (Amber) and 9 measures (13%) off-target (Red).

The key performance indicators reported Red in Quarter 2 were:

- EA1i – Percentage of Wokingham borough state-funded primary schools with a current Ofsted rating of Good or better/ EA2 – Percentage of children who attend a Wokingham Borough state-funded school (Primary, Secondary or Special) which was Good or better.
- EA7 - Percentage of infants who received a 6-8 week review by the time they were 8 weeks old.
- EA11 (new) - 12-month rolling voluntary turnover of qualified Social Workers within the Children's Social Care and Early Intervention Service.
- SC7 – Percentage of household waste reused, recycled and composted.

- VP1iv – Non-elective admissions.
- VP4 – Percentage of referrals in 2018/19 which are repeat referrals within 12 months of the previous referral to Children’s Social Care.
- VP7 - Percentage of children leaving care who achieved permanence.
- VP8 - Percentage of child protection visits due in the period which were completed on time (within 10 days of the previous visit).

The report highlighted a service area which was achieving a high level of performance, Council Tax Collection (CE3). For the fourth consecutive year the Council had achieved the highest Council Tax collection rate in the country and was on track to be one of the leading Councils in 2018/19. The collection team maintained excellent performance by continually improving processes and seeking improvements through the 21st Century Council programme such as the introduction of a self-serve option.

The report also provided responses to the issues raised by the Committee in relation to the Quarter 1 performance report.

The Chairman invited Members to comment on the performance management data in the report and any indicators causing concern. In the ensuing discussion, Members raised the following points and questions:

- In relation to the Wokingham Town Centre Market Place Regeneration project, Members sought further clarification on the stated reasons why the Market Place was not included in the list of key regeneration projects.
- In relation to the list of key performance indicators, why were some indicators (e.g. T9, T10 and T11) marked as “information only”?
- The number of Red indicators and the number of indicators showing deterioration were noted with concern. What steps were being taken to address the performance underlying the indicators showing deterioration?
- In relation to the performance indicators for Children’s Services, Shahid Younis gave details of some of the challenges facing the service and the steps being taken to improve performance. These included the recruitment of a new Director of Children’s Services and the filling of other key vacancies.

Shahid also confirmed that steps were being taken to develop more positive relationships with key partners such as the Schools Forum. It was noted that, whilst the service was moving in the right direction, some of the changes would take time to fully embed.

RESOLVED That:

- 1) the Council Plan Performance Monitoring report for Quarter 2, 2018/19, be noted;
- 2) further information be provided in response to the points and questions raised by the Committee.

61. BOROUGH PLAN UPDATE

The Committee considered a report, set out at Agenda pages 101 to 102, which gave details of progress relating to the development of the new Borough Plan.

The report stated that a number of public engagement events had been held in September 2018 which generated over 1,300 comments on the challenges facing the Borough. The highest number of public comments were received about traffic congestion, the impact of development, affordable housing and clean, green enjoyable spaces.

The Chairman asked for confirmation of the timeline for completing the Borough Plan. It was reported that the key milestones were:

- Community Conference to be held in January 2019;
- Further report to the O&S Management Committee – January 2019;
- Final draft of the Plan to the Executive in February 2019;
- Final approval of the Borough Plan by Council in March 2019;
- Borough Plan formally adopted in April 2019.

RESOLVED That:

- 1) the progress report on the development of the new Borough Plan be noted;
- 2) the Committee receive a further update report on the development of the Borough Plan at its meeting on 16 January 2019.

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 (IEMD) Forward Programme, as set out on Agenda pages 103 to 110.

Members considered the Forward Programmes and discussed items which may be suitable for inclusion in the Overview and Scrutiny work programmes.

RESOLVED: That the Executive and IEMD Forward Programmes be noted.

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 111 to 124.

Members requested an update report on the implications of Brexit for the Council and its companies. The Chairman agreed that consideration of Brexit related issues was appropriate and requested that a report be submitted to the next meeting of the Committee in January 2019.

RESOLVED That:

- 1) the Overview and Scrutiny future work programmes be noted;
- 2) the Committee receive a report on the implications of Brexit for the Council and its companies at its meeting on 16 January 2019.

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

The Chairman asked the members of the Overview and Scrutiny Committees present to provide an update on issues considered by the Committees since the previous meeting of the Management Committee.

Ken Miall reported that the Regional Schools Commissioner would be attending the next meeting of the Children's Services Overview and Scrutiny Committee. This would allow the Committee to question the Commissioner about the relationship between the Council and academy/private schools in the Borough.

Mike Haines reported that the Community and Corporate Overview and Scrutiny Committee had agreed to an extraordinary meeting in February 2019 to consider the impact of changes to train services and the proposed Coppid Beech Park and Ride project.

RESOLVED: That the updates from the Overview and Scrutiny Committees be noted.

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TITLE	Preparing for Brexit
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 16 January 2019
WARD	None Specific;
DIRECTOR	Director of Corporate Services - Graham Ebers

OUTCOME / BENEFITS TO THE COMMUNITY

The Council is fully prepared for impacts resulting from the process of the UK exiting the European Union (Brexit)

RECOMMENDATION

This report recommends that the Council monitors the impacts from the Brexit process on residents, the Council and its services. The Council endeavours to put in place mitigating actions to reduce possible risks and benefit from any opportunities created. This will involve setting up a corporate officer group and working closely with partner organisations.

SUMMARY OF REPORT

The UK is due to officially exit the European Union on 29th March 2019 ('Brexit Day').

The Brexit Withdrawal Agreement is still to be approved by Parliament. If the Withdrawal Agreement is approved then there will be a planned withdrawal across a 21-month transition period.

Should the proposed Brexit Withdrawal agreement be voted down by Parliament there is a possibility of a 'No Deal' Brexit, without a transition period, which is generally, considered to be a disruptive exit scenario for the UK.

Although, the final details of the Brexit negotiations are still to be decided, the Council needs to be prepared for any eventualities arising from Brexit by identifying and reviewing areas of potential impact along with developing a course of mitigation where appropriate.

Initial assessment suggests that Wokingham borough does not have any locally significant risks associated with Brexit and that the impacts experienced would be generic to those experienced across the UK. Areas of most concern are possible reduction of EU employees in the workforce, reduced access to EU Funding streams and the possibility of an economic downturn.

It is proposed that the Council sets up a corporate officer group to monitor the impacts of the Brexit process on residents, the Council and its services and endeavours to work with partners to develop mitigating actions to reduce possible risks and benefit from any opportunities created.

Background

In June 2016, the UK citizens voted to leave the European Union (EU). Following this, in March 2017 the UK Government triggered Article 50, starting a two-year process of negotiating the terms of the Withdrawal Agreement. This is due to end on 29th March 2019 ('Brexit Day'), when the UK will officially leave the EU.

A Withdrawal Agreement was negotiated and agreed with the 27 EU member countries during autumn 2018. The Withdrawal Agreement will need to be voted on by the UK Parliament before 21st January 2019. If the deal does not pass through Parliament by this date, the Government is required by law to make a statement within five days on how it intends to proceed.

Possible outcomes include a) leaving without a deal, b) seeking an extension to the Article 50 process, c) holding a second referendum, d) a general election.

If the negotiated Withdrawal Agreement is approved by the British Parliament the ratification process to write the bill into law begins, which should be completed before the March Brexit deadline creating a new piece of legislation: the EU (Withdrawal Agreement) Bill. This will pass into law some key Brexit issues, including the agreement on citizens' rights, the financial settlement and the details of the transition. There will be a 21-month transition period until December 2020 during which time current arrangements will continue whilst new arrangements are managed into place.

If the withdrawal agreement is not approved then there is a possibility that the UK will leave the EU under a "no deal" scenario. A "no-deal" Brexit would see the UK leave the EU without any new formalised arrangements on issues such as trade, migration, and border control. Without a transition period, businesses might struggle to adapt to a new trading environment.

Analysis of Issues

National Preparations by Central Government

The Government's position is that a negotiated deal is its preferred option. However, the uncertainty around the parliamentary vote means that "no deal" preparations are important and that such preparations should continue up to March 2019 and beyond depending on the outcome of the parliamentary vote.

In recent weeks, the Government has published a number of Technical Notices to ensure businesses and citizens understand what they would need to do in a "no deal" scenario, so they can make informed plans and preparations.

The Government has also recommended that businesses now ensure they are prepared and enact their own "no deal" plans.

In addition, The Government has requested that Local Resilience Forums commence a reporting regime through to central Government in the lead up to the Brexit (Friday 29 March) so that Government can be kept apprised of local preparations.

Government will publish further advice in the weeks approaching the exit from the EU

29th March 2019.

Local Issues Relating to Brexit

The Local Government Association has set up a Brexit Advice Hub which has identified some of the issues that local government needs to address as a result the Brexit process.

The main issues identified for Local Authorities by the Local Government Association are highlighted below particularly in the event of an exit under “no deal”

- Possible reduction of EU employees in the workforce

Businesses in the construction, hospitality, retail and care sectors have expressed concerns that they may find it difficult to fill vacancies following Brexit

Under the Government’s EU Settlement Scheme EU citizens will be able to register for settled status in the UK if they have been here for five years, or pre-settled status if they have been here for less than five years. This will ensure the rights of EU citizens are protected in the UK after EU Exit, and guarantees their status and right to work.

There may be an impact on the delivery of Council services, particularly affecting the Council’s ability to commission services in the social care sector.

The Council has consulted with their social care providers regarding the impact of a possible reduction in EU employees on the delivery of social care services. Suppliers of social care services have responded that they are satisfied that they have Brexit preparations in place and will mean that they will be able to mitigate any impacts in this area.

- No further access to EU funding streams

The UK will most likely lose access to European Structural and Investment Funding (ESIF), worth £5.6 billion to local communities in England (2014-20).

The Council has received £147,000 of EU funding over the past three years to fund the Elevate Skills and Employment Service. The Project is due to come to an end in June 2019 and the funding for this project is not considered to be at risk from the Brexit process.

The Treasury has announced that in the event of a ‘no deal’, Government would ‘underwrite’ EU funding until the end of 2020 through a ‘Shared Prosperity Fund’ which will at least match the funding from the current EU funds and be in place from 1 January 2021.

- Locally significant impacts arising from Brexit

Current information suggests that Wokingham borough does not have any locally significant risks associated with Brexit and that the impacts experienced would be generic to those experienced across the UK (i.e. we do not have any major Ports within our area which could result in significant local impacts)

- Impacts of a potential economic downturn

A number of studies have predicted that there may be an economic downturn triggered by Brexit, particularly a “no deal” Brexit. In November 2018, the Bank of England forecast that the UK economy could shrink by about 8% within a year if there is no deal and no transition period.

Wokingham borough has a high percentage of EU and other foreign owned companies based in the borough which might make the local economy vulnerable to reduced businesses investment because trading with Europe has become more complex.

A downturn is part of the general economic cycle and might be caused by factors other than Brexit. Eg Globally driven recession.

A down turn in the economy may see reduced growth, increased unemployment and a drop in consumer spending. This may also lead to a reduction in income for the Council. For example, reduced income from fees and charges.

Wokingham Borough has a strong economy and despite predictions of a recession during the original Brexit vote is still performing well. Because of a strong local economy Wokingham borough has performed relatively well during previous economic downturns in relation to the rest of the UK.

In terms of supporting local businesses, the Council will work with local partners such as Thames Valley Berkshire Local Enterprise Partnership to sign post businesses to business support providers and any funding opportunities that are available.

Next Steps in Preparing for Brexit

Until there is more certainty on what the final Brexit deal will be it is only possible speculate on the likely impacts on the Council. Nonetheless, the Council needs to monitor how Brexit is affecting its residents, businesses and services and ensure that it is best prepared for every eventuality.

Monitoring and planning will help the Council prepare for and avoid risks, and benefit from opportunities presented by Brexit. As there is a limit to the Council’s resources and what it might be able to achieve on its own it is suggested that the Council partners with other organisations including neighbouring authorities as part of its preparation for Brexit.

It is recommended that the Council,

- sets up a corporate Brexit officer-working group to monitor the Brexit process, government advice and local impacts and respond accordingly
- work in partnership with the work Local Resilience Forums in reporting progress back to Government
- works with partners such as Thames Valley Berkshire Local Enterprise Partnership to help develop mitigation activity where possible

- engages with local businesses and suppliers to understand the challenges they face from Brexit. Especially foreign owned businesses and those that are involved with importing and exporting goods and services

The duration of the monitoring period should cover the lead up to Brexit Day on 29th March 2019 and the transition period to December 2020 depending on the final approach to Brexit.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

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

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

Other financial information relevant to the Recommendation/Decision
Currently no financial impact has been identified.

Cross-Council Implications
Any impacts arising from Brexit, particularly a possible down turn in the economy is likely to affect services across the Council.

Reasons for considering the report in Part 2
N/A

List of Background Papers
N/A

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TITLE	Overview and Scrutiny Work Programmes 2019-20
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 16 January 2019
WARD	None Specific
LEAD OFFICER	Andrew Moulton, Assistant Director, Governance

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 potential items for inclusion in the Overview and Scrutiny Work Programmes for 2019/20;
- 2) agree the process for public consultation on the draft work programmes;
- 3) agree to finalise the work programmes at its meeting on 20 March 2019;
- 4) agree in principle that each Overview and Scrutiny Committee carries out one or more detailed Scrutiny reviews during 2019/20.
- 5) note the update on the Government's statutory guidance on Scrutiny.

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. The report reviews the issues considered by the Overview and Scrutiny Committees in 2018/19 and sets out potential items for inclusion in the Overview and Scrutiny Work Programmes for 2019/20. It also considers proposals to build on the progress made by Overview and Scrutiny in recent years.

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.

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, Town and Parish Councils, 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.

Issues considered by the Overview and Scrutiny Management Committee in 2018/19

During the 2018/19 Municipal Year, to date, the Overview and Scrutiny Management Committee has considered the following issues:

- 21st Century Council programme;
- Select Committee report on Scrutiny in Local Government;
- The new Borough Plan;
- Updates from the Council Leader and Chief Executive;
- School Crossing Patrol service – Call-In;
- Quarterly Council Plan Performance Management Reports;
- Waste and Recycling service;
- Impact of Brexit;
- Scrutiny Member training.

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. In recent years the Leader of the Council and Executive Members have 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 2019/20 work programmes along with the other stakeholders.

It is also suggested that the new Council Leader and new Chief Executive be invited to attend a Scrutiny meeting to discuss the key strategic issues facing the Council and the role of Scrutiny in supporting policy development and service delivery.

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.

In 2018 the Overview and Scrutiny Management Committee carried out an in-depth Scrutiny review of the Council's Grounds Maintenance service, resulting in the submission of detailed recommendations to the Council's Executive in January 2019.

Building on the successful outcome of the review of the grounds maintenance service, 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.

Scrutiny Issues

As a reminder, the Annex to the report sets out the draft work programme for each of the Overview and Scrutiny Committees in 2018/19. 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. Potential new issues for consideration in 2019/20 include:

- Issues arising out of the Brexit process – O&S Management Committee;
- Briefing from the new Leader and new Chief Executive – Management Committee;
- Scrutinising the Local Enterprise Partnership – Management Committee;
- Impact of Brexit on social care and health – HOSC;
- NHS 10 Year Plan – HOSC;
- Budget Scrutiny – Community and Corporate;
- Town Centre Regeneration Audits – Community and Corporate;
- Narrowing the Gap in Educational attainment – Children's Services.

Government Statutory Guidance on Scrutiny

As Members are aware, following the House of Commons Communities and Local Government Select Committee report on Overview and Scrutiny, the Government undertook to produce updated statutory guidance by the end of 2018.

The previous guidance from the Government on Scrutiny was issued in 2006. The role of Scrutiny has changed significantly since then – just as local government has changed. In 2017, the Select Committee stated:

“The role of Scrutiny has evolved since its inception. The 2000 Act empowers Committees to review decisions made by the Executive and to make reports and recommendations for the Executive’s consideration. In the seventeen years since, the way in which Scrutiny Committees perform their function has understandably changed. One such way has been an increase in scrutiny of external bodies, most notably health bodies. Councils have delivered services through increasingly varied partnership arrangements – including contracting to private companies, creating arms-length bodies or working with other public bodies – and Scrutiny has responded by adjusting how it scrutinises the issues that matter to local residents.”

Because of this evolving role, the Select Committee recommended that Government issue revised guidance to councils on how Scrutiny should be supported. In doing so, the Committee highlighted the importance that “organisational culture” (how people act and behave, and their values) has on the success of Scrutiny.

The Government issued a response in early 2018 in which they committed to producing guidance at the end of the year. The Government’s stated view is that each Council is best placed to decide which arrangements best suit its own individual circumstances. With this in mind the key issues include:

- How can the guidance help by making it clear to Council Executives / senior Officers the kind of support that should be given to Scrutiny (in a cultural sense)?
- In a more general sense how might the guidance help Scrutiny to build a positive relationship with the Executive, emphasising the need for scrutiny’s independence?
- Should the guidance highlight the need for a greater profile and respect for Scrutiny by the Executive?
- Should the guidance go into detail on issues around work planning – recommending focus and prioritisation?
- How can the guidance help Scrutiny with access to and use of information?
- Local Councillors are best placed to understand the needs of local people, but how can the guidance help Scrutiny Councillors to ensure that scrutiny is supported to engage with the public in this way?
- How can the guidance help Scrutiny more generally to develop a positive profile for itself at local level?

There are three specific issues where Government is keen that the guidance provides some further detail. These are:

- Scrutiny of “external bodies” (this might be bodies operating under contract, commissioned partners, alternative delivery vehicles, more traditional partners and so on);
- Access to information (access to, and use of, information effectively by Scrutiny having been a challenge for many practitioners);
- Scrutiny of financial resilience and sustainability of Councils (recognising the recent, and continuing, pressures on the sector and scrutiny’s role in helping to understand them).

The guidance will be statutory guidance, issued under section 9 Q(1) of the Local Government Act 2000. This means that Councils will have to “have regard to” the guidance in the way that they work and the decisions they make. The phrase “have regard to” has a particular legal meaning, which is essentially that a body subject to such guidance has to have a clear reason for departing from it.

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 4 January 2019	Version No. 1.0

Overview and Scrutiny Work Programmes 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 - January to April 2019


Updated 27 December 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
Executive Meeting 31 January 2019						
WBC1054	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/ Kajal Patel	Executive Member for Finance, HR and Corporate Resources - Anthony Pollock	N/A
WBC1041	Tirabad Education Trust (TET) Purpose: To consider future options relating to Tirabad Education Trust	Executive		Director of Children's Services - Carol Cammiss/ Kim Wilkins	Executive Member for Children's Services - Pauline Helliard-Symons	N/A Yes - it is likely that part of the report will be considered at a private meeting of the Executive. This is because it is likely that the report will contain information which is commercially sensitive and relates to the financial and business affairs of a person. This report was deferred from September Executive in order to enable further stakeholder and partner engagement to be planned and undertaken.

WBC1033	Temporary Closure Remenham Footpath 4 Henley Festival Purpose: To ask the Executive to allow permission for closure of the footpath for the Henley Festival to take place in July 2019	Executive	Consultation responses Report	Director of Locality and Customer Services - Sarah Hollamby/ Rebecca Walkley, Andrew Fletcher	Executive Member for Environment, Leisure and Libraries - John Halsall	N/A
WBC1058	Treasury Management -Mid Year Report Purpose: To consider the report for approval and recommendation to Council	Executive		Director of Corporate Services - Graham Ebers/ Martin Jones	Executive Member for Finance, HR and Corporate Resources - Anthony Pollock	N/A
WBC1061	Capital Monitoring 2018/19 - end of December 2018 Purpose: To consider the Capital Monitoring report to the end of December 2018	Executive		Director of Corporate Services - Graham Ebers/ James Sandford	Executive Member for Finance, HR and Corporate Resources - Anthony Pollock	N/A
WBC1063	Chief Finance Officer's Report Purpose: To set out the Chief Finance Officer's annual report for the 2018/19 financial year	Executive	Appendix A - CFO Report Appendix B - Response to draft finance settlement	Director of Corporate Services - Graham Ebers/ Mark Thompson, Bob Watson	Executive Member for Finance, HR and Corporate Resources - Anthony Pollock	N/A
WBC1064	Council Sites for the Local Plan Purpose: Consideration of sites to be promoted to the Local Planning Authority through the Local Plan Update process	Executive	Executive Report and Annexe outlining the proposed sites for promotion.	Chief Executive - Interim Heather Thwaites/ Craig Hoggeth	Executive Member for Business, Economic Development and Strategic Planning - Stuart Munro	N/A
WBC1066	Wheatsheaf Close - Self Build Project Purpose: To agree the use of Wheatsheaf Close for a self build project	Executive		Director of Locality and Customer Services - Sarah Hollamby/ Victoria Higgins	Executive Member for Health and Wellbeing, Adult Social Care and Housing - Parry Bath	N/A
WBC1067	Revenue Monitoring Report	Executive		Director of	Executive Member	N/A

	2018/19 - End of December 2018 Purpose: To consider the Revenue Monitoring report, including Treasury Management Indicators, to the end of December 2018			Corporate Services - Graham Ebers/ Mark Thompson	for Finance, HR and Corporate Resources - Anthony Pollock	
31	WBC1068 Delivering the Gorse Ride Regeneration Project - Compulsory Purchase Order (CPO) Purpose: To seek approval to commence the Compulsory Purchase Order (CPO) process on the Gorse Ride estate as an option of last resort to enable the Council to secure third party land interests within the planned timeframes required for development where negotiations prove unsuccessful	Executive		Director of Corporate Services - Graham Ebers/ Zareena Ahmed-Shere	Executive Member for Health and Wellbeing, Adult Social Care and Housing - Parry Batth	N/A
	WBC1069 Officer Response to Grounds Maintenance Scrutiny Review Purpose: To consider the Overview and Scrutiny Management Committee's report on its review of Grounds Maintenance and the Officer response to the report	Executive		Director of Locality and Customer Services - Sarah Hollamby/ Peter Baveystock	Executive Member for Environment, Leisure and Libraries - John Halsall	N/A
	WBC1070 Business Rates Retail Discount Purpose: To approve a Scheme for Retail Discount for occupied retail properties with a rateable value of less than £51,000 for 2019-20 and 2020-21 as announced in the Budget on 29 October 2018	Executive		Director of Corporate Services - Graham Ebers/ Sharon Pearce	Executive Member for Finance, HR and Corporate Resources - Anthony Pollock	N/A

WBC1039 a	Provision for Special Education Needs and Disabilities, including potential options for Addington School Expansion Purpose: To set out current arrangements for the education of children and young people aged 0-25 with Special Educational Needs and Disabilities (SEND), and to outline options for addressing current and future pressures and to secure approval for a scheme to create 50 additional Special School places.	Executive	A report with two appendices.	Director of Children's Services - Carol Cammiss, Director of Corporate Services - Graham Ebers/ Piers Brunning	Executive Member for Children's Services - Pauline Helliard-Symons	N/A
Executive Meeting 21 February 2019						
WBC1056 32	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/ Kajal Patel	Executive Member for Finance, HR and Corporate Resources – Anthony Pollock	N/A
WBC1060	Capital Programme and Strategy 2019/22 Purpose: To recommend to Council approval of the Capital Programme and Strategy 2019/22	Executive		Director of Corporate Services - Graham Ebers/ Martin Jones	Executive Member for Finance, HR and Corporate Resources – Anthony Pollock	N/A
WBC1059	Treasury Management Strategy 2019/22 Purpose: To recommend to Council approval of the Treasury Management Strategy 2019/22	Executive		Director of Corporate Services - Graham Ebers/ Martin Jones	Executive Member for Finance, HR and Corporate Resources – Anthony Pollock	N/A
WBC1065	21st Century Council - Update Purpose: To provide an update on the 21st Century Council Project	Executive		Chief Executive - Interim Heather Thwaites/ Heather Thwaites	Executive Member for Finance, HR and Corporate Resources –	N/A

					Anthony Pollock	
WBC1073	Housing Revenue Account Budget 2019/20 Purpose: The proposed Housing Revenue Account budget for 2019/20 is set out for consideration and recommendation to Council	Executive		Director of Locality and Customer Services - Sarah Hollamby/ Mark Thompson	Executive Member for Health and Wellbeing, Adult Social Care and Housing – Parry Bath	N/A
WBC1074	Re-commissioning of the Integrated Sexual and Reproductive Health Service for Berkshire West Purpose: To consider proposed plans for re-commissioning the Berkshire West Integrated Sexual and Reproductive Health Service.	Executive	Executive Report and Business Case (exempt).	Director of Corporate Services - Graham Ebers/ Rhosyn Harris	Executive Member for Health and Wellbeing, Adult Social Care and Housing – Parry Bath	N/A Yes - it is likely that part of the report will be considered at a private meeting of the Executive. This is because it is likely that the report will contain information which is commercially sensitive and relates to the financial and business affairs of a person.
 WBC1075	Statement of Community Involvement Purpose: To gain approval to adopt an updated Statement of Community Involvement	Executive	Copy of the Statement of Community Involvement Statement of Consultation Adoption Statement	Director of Corporate Services - Graham Ebers, Director of Locality and Customer Services - Sarah Hollamby/ James McCabe	Executive Member for Business, Economic Development and Strategic Planning - Stuart Munro, Executive Member for Planning and Enforcement - Simon Weeks	N/A
Executive Meeting 28 March 2019						
WBC1062	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/ Kajal Patel	Executive Member for Finance, HR and Corporate Resources – Anthony Pollock	N/A
WBC1022	The Wokingham Borough 0 to 25 Special Education Needs and Disability (SEND) Strategy	Executive	The report and the strategy	Director of Children's Services - Carol Cammiss/	Executive Member for Children's Services - Pauline	N/A This item was deferred from the June meeting in order that

	2017 to 2019 Purpose: To consider a strategy that sets out the key actions necessary to improve services to children and young people with Special Education Needs and Disabilities			Paul Doherty	Helliard-Symons	further work could be undertaken on the Strategy
WBC1071	Cemetery Regulations Purpose: To approve the updated regulations relating to Shinfield & St Sebastian's Cemeteries	Executive		Director of Locality and Customer Services - Sarah Hollamby/ Stephanie Harris	Executive Member for Environment, Leisure and Libraries – John Halsall	N/A

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

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**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
WBC1006	Parking Strategy 2018-2022 To consider the draft Parking Strategy and agree to proceed to formal consultation	Executive	29 Mar 2018	Director of Locality and Customer Services - Sarah Hollamby/ Matt Gould	Executive Member for Highways and Transport – Pauline Jorgensen.	To allow the Parking Strategy to be considered together with other policy and strategy documents being developed by the Council. Date tbc.

WBC1049	In house Residential Homes To consider proposals for providing In house residential homes	Executive		Director of Children's Services - Carol Cammiss/ Estelle Kelleway, Steve Orchard	Executive Member for Children's Services - Pauline Helliar-Symons	This report was deferred from the October Executive meeting. This item is to be deleted from the Forward Programme as the Council is not in a position to progress the matter at this stage.
WBC1042	Berkshire Sensory Consortia Service To discuss future arrangements for the service	Executive		Director of Children's Services - Carol Cammiss/ Kim Wilkins	Executive Member for Children's Services - Pauline Helliar-Symons	This is because it is likely that the report will contain information which is commercially sensitive and relates to the financial and business affairs of a person. This report was deferred from February Executive in order to enable further partner engagement to be undertaken.
WBC1039	High Needs School Placement Expansion To scope and deliver sufficient educational placements for children with special educational needs within Wokingham Borough	Executive	31 January 2019	Director of Children's Services - Carol Cammiss/ Piers Brunning	Executive Member for Children's Services - Pauline Helliar-Symons	This item has been replaced by WBC1039a.

Members of the Executive:-

Julian McGhee-Sumner	Leader of Council
Pauline Jorgensen	Deputy Leader of the Council
Stuart Munro	Business, Economic Development and Strategic Planning
Pauline Helliar-Symons	Children's Services
John Halsall	Environment, Leisure and Libraries
Anthony Pollock	Finance, HR and Corporate Resources
Parry Bath	Health and Wellbeing, Adult Social Care and Housing
Pauline Jorgensen	Highways and Transport
Simon Weeks	Planning and Enforcement
Philip Mirfin	Regeneration

Note:

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
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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

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WOKINGHAM BOROUGH COUNCIL

INDIVIDUAL EXECUTIVE MEMBER DECISIONS FORWARD PROGRAMME

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REGULATIONS 2012

Individual Executive Member Forward Plan - January 2019

Updated 27 December 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
 IMD 18/44	Addition to Section 13A Policy Purpose: To add a class of discount into our Section 13A Council Tax Scheme, for those homes left empty by Service personnel. This was part of CLGs commitment to the Armed Forces covenant. Date 18 Jan 2019 Meeting Room and Time David Hicks 2 at 10.00 am	Deputy Leader - Pauline Jorgensen	A brief report on the reason for requesting this addition to the Section 13A Policy	Director of Corporate Services - Graham Ebers/ Sharon Pearce	N/A

CHANGES MADE TO PREVIOUSLY PUBLISHED VERSIONS

Ref No.	Subject for Decision	Decision to be taken by	Original Schedule Date	Contact Details (Director/ Author)	Explanatory notes
IMD 2018/39	Rances Lane Traffic Calming Review To consider the consultation responses to a consultation on the existing traffic calming on Rances Lane. POSTPONED	Executive Member for Highways and Transport – Pauline Jorgensen	31 October 2018 POSTPONED	Director of Locality and Customer Services - Sarah Hollamby/ Sara Allman	The IEMD has been postponed to allow for further investigation into any environmental impacts. The IEMD will be updated on the Forward Plan once a new meeting date is confirmed.

Members of the Executive:-

Julian McGhee-Sumner	Leader of Council
Pauline Jorgensen	Deputy Leader of the Council
Stuart Munro	Business, Economic Development and Strategic Planning
Pauline Helliard-Symons	Children's Services
John Halsall	Environment, Leisure and Libraries
Anthony Pollock	Finance, HR and Corporate Resources
Barry Batth	Health and Wellbeing, Adult Social Care and Housing
Pauline Jorgensen	Highways and Transport
Simon Weeks	Planning and Enforcement
Philip Mirfin	Regeneration

Note:

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DRAFT WORK PROGRAMME 2018/19

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.

The Overview and Scrutiny Committees will consider their work programmes at the first meeting in the new Municipal Year.

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
20 February 2019	21st Century Council	To consider an update on the Council's 21 st Century Council Programme	Work Programme	Heather Thwaites
	Grass Cutting Service	To consider preparations for the commencement of the grass cutting season following the Committee's Scrutiny review	Scrutiny Review follow up	Peter Baveystock
	Borough Plan	To consider an update on the development of the new Borough Plan	Scrutiny Request	Paul Ohsan.Ellis
	Executive 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 Committees	Committee Chairmen
	Work Programmes	To consider the individual Work Programmes for the Committees in 2018/19	Coordination of Committees	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
20 March 2019	O&S Work Programmes 2019/20	To continue discussions on the O&S Work Programmes for 2019/20	Standing Item	Neil Carr
	O&S Annual Report	To confirm the O&S Annual Report for consideration by Council	Annual Item	Neil Carr
	Council Plan 2018/19 Q3 Performance Report	To consider the 2018/19 Q3 Performance Management Report	Standing Item	Louise Griffin
	Government Statutory Guidance on O&S	To consider the Government's statutory guidance on the operation of Overview and Scrutiny in local government	Scrutiny Request	Neil Carr
	Executive 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 Committees	Committee Chairmen
	Work Programmes	To consider the individual Work Programmes for the Committees in 2018/19	Coordination of Committees	Democratic Services

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE 2018/ 2019 WORK PROGRAMME

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
22 January 2019	Children's Services Performance Indicators	To receive an update and monitor Children's Services performance measured by local indicators	Standing item	Viki Elliot King
	Quality Assurance Framework / Annual Quality Assurance Report	To enable Members to review the level of social work practice	Update report	Carol Cammiss
	Innovations Programme Update	To receive a presentation including an update report on the development of the Innovations Programme	To monitor the impact of the programme	Estelle Kellaway
	SEND Strategy	To review the Special Educational Needs and Disability Strategy	To inform and make recommendations	Jim Leivers
	Northern House School Action Plan	To receive the action plan following a recent Ofsted inspection in which the school was rated 'Inadequate'	To inform and make recommendations	Jim Leviers
	School Performance Indicators and Ofsted Reports	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item	Jim Levier/ Martin Post
	Children's Services Overview and Scrutiny Forward Programme	To consider the forward programme of the Committee	Standing item	Democratic Services / Luciane Bowker

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	Schools Causing Concern – Part 2	To receive information about any school(s) causing concern	Standing item	Jim Leivers
19 February 2019	Children's Services Performance Indicators	To receive an update and monitor Children's Services performance measured by local indicators	Standing item	Viki Elliott-King
	Policy Update from the Executive Member	To monitor the development of policies in Children's Services	Standing item	Executive Member
	Service Plan	To monitor the service improvement plan	Update report	Children's Services
	School Performance Indicators and Ofsted Reports	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item	Jim Levier/ Martin Post
	Regional Schools Commissioner	To receive the Regional School Commissioner Mr Martin Post	To ask questions in relation to academy schools in the Borough	Luciane Bowker
	Care Leavers University Tracking	To monitor career progression for Care Leavers who have left university	To inform and make recommendations	Estelle Kelleway
	Children's Services Overview and Scrutiny Forward Programme	To consider the forward programme of the Committee	Standing item	Democratic Services / Luciane Bowker
	Schools Causing Concern – Part 2	To receive an update and monitor Children's Services performance measured by local indicators	Standing item	Jim Leivers

COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
14 January 2019	Town Centre Regeneration	To consider an update on the Wokingham Town Centre Highways Regeneration Project and the impact on shops, residents, disability groups and businesses.	Work Programme	Chris Easton
	Work Programme	To consider the work programme for the Committee for 2018/19	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
11 February 2019 (Extraordinary)	Monitoring the Council's Capital and Revenue Expenditure	To consider an update on the Council's Capital and Revenue Expenditure.	Work Programme	Bob Watson
	Reviewing the proposed development of the Coppid Beech Park and Ride	To consider a report reviewing the proposed development of the Coppid Beech Park and Ride.	Work Programme	Tom Beck/Clare Lawrence/Matt Gould
	Investigating the impact of changes to train services	To consider a report on the impact of changes to train services.	Work Programme	Tom Beck/Clare Lawrence/Matt Gould
	Work Programme	To consider the work programme for the Committee for 2018/19	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
11 March 2019	Reviewing the Community Safety Partnership	To consider an update on the Community Safety Partnership.	Work Programme	Sherrie Newell
	Monitoring WBC's parking strategy policy	To consider an update on WBC's parking strategy policy.	Work Programme	Clare Lawrence
	Work Programme	To consider the work programme for the Committee for 2018/19	Standing Item	Democratic Services

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
21 January 2019	Pressure on GP resources	To be updated on pressures on GP resources locally	Update	NHS Berkshire West CCG
	Suicide Prevention Strategy implementation (include progress of Wokingham action plan)	To be updated on the Suicide Prevention Strategy implementation (include progress of Wokingham action plan)	Update	Public Health
	Performance Outcomes Report	To monitor performance and identify any areas of concern	Challenge item	Democratic Services
	Health Consultation Report	Challenge item	Challenge item	Democratic Services
	Healthwatch update	Challenge item	Challenge item	Healthwatch Wokingham Borough

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
6 March 2019	Briefing on impact of Brexit on the local health and social care services	To receive a briefing on the impact of Brexit on the local health and social care services	Update	NHS Berkshire West CCG/ Adult Social Care
	Discharge of patients from hospital and Better Care Fund	To receive a briefing on the discharge of patients from hospital and the Better Care Fund	Update	RBH/ Martin Sloan
	Performance Outcomes Report	To monitor performance and identify any areas of concern	Challenge item	Democratic Services
	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 2019)
 - Berkshire Healthcare NHS Foundation Trust
 - Royal Berkshire Hospital NHS Foundation Trust
 - South Central Ambulance NHS Foundation Trust
- Update on work of Clinical Commissioning Group
- Progress of Community Health and Social Care implementation