

TITLE	Committee Work Programmes 2014/2015
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 24 November 2014
WARD	None Specific
DIRECTOR	Andrew Moulton, Head of Governance and Improvement Services

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE AND OVERVIEW AND SCRUTINY COMMITTEES

WORK PROGRAMME 2014/2015

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

The information in this work programme is subject to approval at the meeting of the Committee on 24 November 2014

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
24 November 2014	Balanced Scorecard Quarter 2	To consider monthly Performance Management Information	Standard Item	Andrew Moulton
	Grass Cutting – Update on Review	To consider a report from the Executive Member and Officers setting out the results of the review of the management of grass cutting.	Request to see the report following item on grass cutting at the July meeting.	Josie Wragg/Julia Woodbridge
	Internal Audit Report 2012/2013 Scrutiny Arrangements Action Plan	To receive an update on the implementation of the Action Plan.	Agreed at the March 2014 meeting.	Kevin Jacob

Report on Bracknell Overview and Scrutiny Commission Meeting on Broadmoor	To update the Committee on the meeting of the Bracknell Overview and Scrutiny Commission held on 22 October 2014 to look at proposals to reduce the number of escape alert sirens at Broadmoor Hospital.	The Committee agreed in July 2014 to support Bracknell's concerns regarding the proposals and WBC members were invited to attend the meeting held on 22/10/14	
Council Tax Single Person Discount	To receive a report setting out the actions taken by Wokingham Borough Council and other authorities to minimise the number of improper single person benefit discounts.	Request at the 13 October 2014 Committee meeting.	
Executive Forward Programme	Standing item	To enable the Committee to have foresight of upcoming Executive Decisions	Democratic Services
Reports from Chairman of Overview and Scrutiny Committees/Work Programme	Standing Item	To enable coordination between the Committee and the Committees.	Committees Chairman

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
26 January 2015	Balanced Scorecard Monthly Report	To consider monthly Performance Management Information.	Standard Item	Julie Holland
	Update on Amended Balanced Scorecard	To consider an update on the redesign of the balanced scorecard.	Requested by the Committee 13/10/14	Julie Holland
	Briefing from Andy Fry, Chief Executive, Royal Berkshire Fire Authority on its policy direction	To raise Member awareness of the Royal Berkshire Fire Authority's new policy direction – the background to it; its headline content; and some of the opportunities created for closer working between Royal Berkshire Fire and Rescue Service and local authorities.	Requested at the Committee meeting 13/10/14	Andy Fry/Kevin Jacob
	Update on the Strategic Asset Group and Strategic Asset Management Plan	To receive an update on the work of the Strategic Asset Group and Strategic Asset Management Plan	Requested at the Committee meeting 13/10/14	Graham Ebers

	Executive Forward Programme	Standing item	To enable the Committee to have foresight of upcoming Executive Decisions	Democratic Services
	Reports from Chairman of Overview and Scrutiny Committees/Work Programme	Standing Item	To enable coordination between the Committee and the Committees.	Committees Chairman

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
24 March 2015	Balanced Scorecard Monthly Report	To consider monthly Performance Management Information	Standard Item	Julie Holland
	Executive Forward Programme	Standing item	To enable the Committee to have foresight of upcoming Executive Decisions	Democratic Services
	Overview and Scrutiny Management Committee and Overview and Scrutiny Committees Annual Reports	Standing Item	Required by the Constitution	Democratic Services
	Reports from Chairman of Overview and Scrutiny Committees /Work Programme	Standing Item	To enable coordination between the Committee and the Committees.	Committees Chairmen

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
3 Nov 2014	Future Role of WBC as a provider of LEA statutory services Update for Task & Finish Group	To receive and update on the investigation of future role of Wokingham Borough Council as provider of Local Education Authority statutory requirements/service	Issue referred from Management Committee	Judith Ramsden
	Review of the Effectiveness of Governing Bodies - Monitoring	To receive a monitoring report on the implementation of the approved recommendations the Report on the review of the Effectiveness of Governing Bodies -	To monitor implementation of the Review recommendations	Head of Learning & Achievement
	Narrowing the Gap	To receive a report on the progress made on Narrowing the Gap in the performance of pupils on receipt of Pupil Premium Grant	Follow up on recommendation in the Ofsted report	Head of Learning & Achievement
	Update on delivering effective safeguarding services	To receive a regular update on the	Standing item to monitor safeguarding services	Head of Social Care and Intervention

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	Children's Services Performance Indicators in the Balanced Scorecard	To receive an update and monitor Children's Services performance measured in the Balanced Scorecard <i>To include a more detailed report on indicator 6 within the Keeping Children Safe Section – "Safeguarding: % of referrals that are repeat referrals to Children's Social Care"</i>	Standing Item To enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement
	Children's Services O and S Panel Forward Programme	To consider the forward programme of the Panel	Standing Item	Democratic Services
13 January 2015	National and Local Performance Indicators	To receive an update and monitor Children's Services performance measured by local and national indicators	Standing Item To enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	Update on delivering effective safeguarding services	To receive a regular update on the	Standing item to monitor safeguarding services	Head of Social Care and Intervention
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement
	Children's Services O and S Panel Forward Programme	To consider the forward programme of the Panel	Standing Item	Democratic Services
2 March 2015	National and Local Performance Indicators	To receive an update and monitor Children's Services performance measured by local and national indicators	Standing Item To enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team
	Update on delivering effective safeguarding services	To receive a regular update on the	Standing item to monitor safeguarding services	Head of Social Care and Intervention

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement
	Children's Services O and S Panel Forward Programme	To consider the forward programme of the Panel	Standing Item	Democratic Services

COMMUNITY PARTNERSHIPS OVERVIEW AND SCRUTINY COMMITTEE

Work Programme from September 2014

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

**The information in this work programme is subject to approval at the Committee meeting scheduled for 22 January 2014
2014.**

*The order in which items are listed at this stage may not reflect the order they subsequently appear on the agenda / are dealt with
at the scrutiny meeting.*

All Meetings start at 7pm in the Civic Offices, Shute End, Wokingham, unless otherwise stated.

COMMUNITY PARTNERSHIPS
OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
22 January 2015	Work Programme	To consider the work programme for the committee for 2014/15	Standing item	Democratic Services
	Review of Outside Bodies Appointments	To consider evidence gathered as part of the review	Referred to the Committee by the OSMC	Democratic Services
11 March 2015	Annual Report	To receive the Committee's annual report	Standing item	Democratic Services
	Work Programme	To consider the work programme for the Committee for 2014/15	Standing item	Democratic Services

**POTENTIAL ITEMS FOR REVIEW REFERRED FROM THE OVERVIEW AND SCRUTINY
MANAGEMENT COMMITTEE FOR 2014/15**

DATE OF MEETINGS	ITEM	PURPOSE OF REVIEW	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
TBC	Personal Budgets.	Previous reviews undertaken of "Putting People First" in 2009 and Adult Social Care (2013) have looked at some aspects of this topic.	Referred to the Committee by the OSMC	Issue being considered by HOSC / Health and Wellbeing Board
	Work Opportunities for People with Learning Difficulties and Mental Health Issues.	OSMC suggested that the Council should lead by example and find innovative but legal ways of encouraging the employment of people with learning difficulties and mental health problems.	Referred to the Committee by the OSMC	Issue being considered by HOSC / Health and Wellbeing Board
	Fairer Contributions - Changes to Charges for Adult Social Care	Executive item currently on hold on the Executive Forward Programme. OSMC had previously expressed an interest in the item and wanted to consider the draft Executive report or receive a briefing prior to an Executive decision.	Referred to the Committee by the OSMC	Issue being considered by HOSC / Health and Wellbeing Board

CORPORATE SERVICES OVERVIEW AND SCRUTINY COMMITTEE

Work Programme from 27 January 2015

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

The information in this work programme is subject to approval at the Committee meeting scheduled for 10 November 2014.

The order in which items are listed at this stage may not reflect the order they subsequently appear on the agenda / are dealt with at the scrutiny meeting.

All Meetings start at 7.00pm in the Civic Offices, Shute End, Wokingham, unless otherwise stated.

CORPORATE SERVICES OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2014/15

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
27 January 2015 (meeting moved from 14 January 2015)	Work Programme	To consider the work programme for the committee for 2014/15	Standing item	Democratic Services
	Planning Enforcement Service Action Plan and Consultation on the Local Plan	To consider the consultation on the local enforcement plan that will set out the Council's policy and procedure to address improvements to the service.	Requested by the Committee	Heather Thwaites / Clare Lawrence
	Wokingham Town Car Parks Strategy and Council Car Parks Strategy	To receive a report on activity and achievements and to receive feedback on the consultation carried out earlier this year	Referred to the Committee by the OSMC	Matt Davey
	Review of Commuter Parking	To consider terms of reference for a possible review	Referred to the Committee by the OSMC	Councillors Norman Jorgensen and Lindsay Ferris

	Review of Town Centre Regeneration Scheme	To consider the business case for the regeneration of the town centre and to scope the review	Referred to the Committee by the OSMC	Executive Member for Regeneration and Bernie Pich
10 March 2015	Work Programme	To consider the work programme for the committee for 2014/15	Standing item	Democratic Services
	Upkeep and Maintenance of Sports Pitches	To receive a report on the upkeep and maintenance of sports pitches in the Borough and to consider whether their condition has an impact on usage and revenue	Referred to the Committee by the OSMC	Beverley Thomson
	Decent Homes Standard	To receive a report on progress towards meeting the standard and targets	Referred to the Committee by the OSMC	Stuart Rowbotham / Simon Price

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Work Programme 2014/15 from July 2014

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All Meetings start at 7pm in the Civic Offices, Shute End, Wokingham, unless otherwise stated.

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
Monday 19 January 2015	Update on RBH	To receive a general update on performance, patient satisfaction and any issues identified in the CQC inspection (March 2014)	RBH	Look after the vulnerable Improve health, wellbeing and quality of life	
	Workforce use – increased use of nurses and patients’ views	To receive information on increasing use of nurses	CCG/Healthwatch	Look after the vulnerable Improve health, wellbeing and quality of life	
	Briefing on effect of pollution on public health and wellbeing in Wokingham Borough	To determine if this is an area of concern for the Borough	Public Health	Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance	CCG	Improve health, wellbeing and quality of life	
	Health Consultation Report	Standing item	Democratic Services	Improve health, wellbeing and quality of life	
	Healthwatch update	Standing item	Democratic Services	Look after the vulnerable Improve health, wellbeing and	

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
				quality of life	
	Work Programme	Standing item	Democratic Services		

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
Monday 23 March 2015	Update on implementation of Better Care Fund Plan (particularly integration of short term care)	To update the Committee on progress being made	Adult Social Care / CCG	Look after the vulnerable Improve health, wellbeing and quality of life	
	Update from Health and Wellbeing Board	To inform HOSC of the work of the HWB	Chairman Health & Wellbeing Board	Look after the vulnerable Improve health, wellbeing and quality of life	
	Draft Work Programme 2015/16	To consider the Committee's draft Work Programme for 2015/16	Democratic Services		
	Healthwatch Wokingham Borough Annual Report	To receive the annual report of Healthwatch Wokingham Borough	Healthwatch Wokingham Borough	Look after the vulnerable Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance	CCG	Improve health, wellbeing and quality of life	
	Health Consultation Report	Standing item	Democratic	Improve health,	

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			Services	wellbeing and quality of life	

Currently unscheduled topics:

- Draft Quality Accounts
 - Berkshire Healthcare NHS Foundation Trust
 - Royal Berkshire Hospital NHS Foundation Trust
 - South Central Ambulance NHS Foundation Trust
- Ambulance queuing and bed blocking
- CCG Funding allocation
- Access to cataract services

Possible topics for 2015/16:

- Berkshire Public Health Agreement
- Sexual health contract procurement look back (for early 2015/16)
- Health Protection Arrangements

Possible referrals to Children’s Services Overview and Scrutiny Committee/ joint working

- School nursing – involving internal and external partners
- 0-5 health offer (health visiting service) – late 2015/16?