



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **OVERVIEW AND SCRUTINY
MANAGEMENT COMMITTEE** will be held at the Civic
Offices, Shute End, Wokingham RG40 1BN on
MONDAY 1 JUNE 2015 AT 7.30 PM

A handwritten signature in black ink, appearing to read 'Andy Couldrick', written in a cursive style.

Andy Couldrick
Chief Executive
Published on 21 May 2015

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Our Vision

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

Our Priorities

Improve educational attainment and focus on every child achieving their potential

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

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

Tackle traffic congestion in specific areas of the Borough

Improve the customer experience when accessing Council services

The Underpinning Principles

Offer excellent value for your Council Tax

Provide affordable homes

Look after the vulnerable

Improve health, wellbeing and quality of life

Maintain and improve the waste collection, recycling and fuel efficiency

Deliver quality in all that we do

MEMBERSHIP OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Councillors

To be confirmed at the Annual Council Meeting 21 May 2015

ITEM NO.	WARD	SUBJECT	PAGE NO.
1.		MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Meeting held on 24 March 2015.	5 - 16
2.		APOLOGIES To receive any apologies for absence	
3.		DECLARATION OF INTEREST To receive any declarations of interest	
4.		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	
5.		MEMBER QUESTION TIME To answer any member questions	
6.		CONSIDERATION OF REQUESTS FOR OVERVIEW AND SCRUTINY REVIEWS 2015/2016 AND COMMITTEES WORK PROGRAMME 2015/2016 To consider a list of submitted overview and scrutiny review suggestions for the 2015/2016 municipal year in light of the work programmes of the Overview and Scrutiny Committees and the Council's Corporate Vision and Priorities.	17 - 68
7.		CONSIDERATION OF THE CURRENT EXECUTIVE FORWARD PROGRAMME To consider the current published version of the Executive Forward Programme	69 - 80

8.

**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 24 MARCH 2015 FROM 7.30 PM TO 9.50 PM

Committee Members Present

Councillors: Tim Holton (Chairman), Michael Firmager (Vice-Chairman), Prue Bray, Norman Jorgensen, Ken Miall, Malcolm Richards, David Sleight and Shahid Younis

Other Councillors Present

Councillors: Angus Ross, Executive Member for Environment

Officers Present

Kevin Jacob, Principal Democratic Services Officer
Matt Davey, Head of Highways and Transport
Sarah Hollamby, Head of Development Policy and Planning
Julie Holland, Service Manager, Business Improvement
Josie Wragg, Head of Community Services

57. MINUTES OF PREVIOUS MEETING

The minutes of the meeting of the Committee held on 26 January 2015 were confirmed as a correct record and signed by the Chairman.

The Chairman commented that there were a number of points arising from the minutes that he wished to follow up as follows:

- Minute 50: Had the resolved actions under 2) and 3) been implemented. Kevin Jacob confirmed that the Head of Development Management and Regulatory Services had been contacted in respect of 2) and that the Director of Children's Services had been contacted in respect of 3);
- Minute 53: Had the resolved actions under 2), 3) and 4) been implemented. Kevin Jacob confirmed that they had and were covered as part of Item 71.00 of the Agenda - Broadmoor Hospital Sirens Update
- Minute 54: The Committee had requested further information on the number of errors made by the former Berkshire County Council in incorrectly registering land on the Register of Town and Village Greens. Kevin Jacob responded that the response from Officers suggested that it was not possible to provide an answer until a request to correct the register was received.

58. APOLOGIES

Apologies for absence were submitted from Councillors Parry Batth and Pauline Helliars-Symons.

59. DECLARATION OF INTEREST

Councillor Norman Jorgensen stated that he had a potential personal and non-pecuniary interest in Item 67: Balanced Score Card and Item 68: Council Plan Performance Monitoring on the grounds that he was a Non-Executive Director of Wokingham Holdings Limited and that discussion of the those items might include Wokingham Holdings Ltd or the other Council owned companies.

Prue Bray stated that she had had a potential personal and non-pecuniary interest in Item 67: Balanced Score Card and Item 68: Council Plan Performance Monitoring on the

grounds that her daughter was an employee of Children's Services and the discussion of the items might include performance management targets relating to Children's Services.

60. PUBLIC QUESTION TIME

There were no public questions.

61. MEMBER QUESTION TIME

There were no Member questions.

62. BALANCED SCORECARD - 2014/2015 QUARTER 3 REPORT

The Committee considered a report on Agenda pages 17 to 20 which set out details by exception of the Council's performance as measured by a series of performance indicators for Quarter 3 of the 2014/2015 financial year. Members were reminded that this was last time that the report would be presented to the Committee in its present format and that the new format was the subject of the following item.

Julie Holland, Service Manager Business Improvement, presented the report and highlighted that of a total of 41 performance indicators, 34 were had a 'green' status and were meeting the agreed target, 4 were at 'amber' and 3 had a 'red' status and were below target.

The Committee was also updated on a number of outstanding questions arising from its consideration of the Quarter 2 report in November 2014.

- Indicator 42: Housing Rents Collection Percentage. Members had asked for assurance on the accuracy of the performance data within the Quarter 2 report. Julie Holland commented that a new system for performance management for housing via Northgate was to be introduced in the new financial year;
- Indicator 44: Percentage of calls answered – Members of the Committee had queried why performance in answering calls had dropped. Julie Holland commented that the manager for the area had indicated that this was because of a turnover of staff during that reporting period and the recruitment of new staff that had needed time to become more experienced.

The Committee then discussed the current Quarter 3 report.

With regard to Indicator 5: Children subject to a Child Protection Plan for a second or subsequent time. Councillors noted that based upon the Quarter 3 data, the target for this indicator was not being achieved. However, it was acknowledged that the indicator covered a very small number of children and that a result one child becoming subject of a Child Protection Plan for a second or subsequent time made a big percentage difference. It was also acknowledged that given the information was several months old it was likely that the level of current performance was significantly different.

Kevin Jacob reminded the Committee that this and other safeguarding indicators were considered with a higher level of detail and explanation at the Children's Services Overview and Scrutiny Committee. Members felt that the Children's Services Overview and Scrutiny Committee should be asked to seek assurance that the performance of the indicator had improved when it next considered performance management information.

RESOLVED:

- 1) That the latest scorecard of performance indicators be noted.

- 2) That the Children's Services Overview and Scrutiny Committee be asked to seek assurance at its next meeting that the performance of Indicator 5 – Safeguarding had improved from the Quarter 3 levels.

63. COUNCIL PLAN PERFORMANCE MONITORING 2015/2016

The Committee considered a report on Agenda pages 23 to 41 which set out a draft updated format for performance monitoring against the Council's key priorities. This format was to be introduced from the 2015/2016 financial year.

Julie Holland, Service Manager Business Improvement, introduced the report and commented that feedback from the Committee had been taken into account in designing the revised format which had also been thoroughly considered by the Council's Extended Corporate Leadership Team.

Members were reminded of the reasons why it had been decided that the current reporting format needed to change.

- It was not easy to see an overview of performance, and how the reported indicators linked with the Council's vision and priorities;
- Linked with the point above, there was a lot of information and data making it difficult to interpret;
- Timeliness is an issue;
- It is time consuming to produce the report; and
- The format was different from the standard model of a balanced scorecard and as such the naming convention could lead to confusion.

A key objective in the design of the new format was to create a document that focused on the Council's priorities and underpinning principles, including the Council's major projects. Individual service areas had determined the actual indicators to be included within the document which had been separated into a number of headline areas. The Committee was informed that the final document would include icons to show the direction of travel of a performance indicator and the Red, Amber and Green, (RAG) icon would also be represented in order for the reader to be able to identify key information quickly.

The proposed revised format of the proposed document was acknowledged by the Committee.

Members of the Committee expressed serious concern regarding the proposed 2015/2016 timetable for the consideration of the report by the Committee. It was noted that the first quarter report was not due to be considered by the Committee until November 2015, some five months after the close of that quarter which reduced the Committee's ability to effectively hold the Executive to account for the Council's performance. It was felt that in order to be meaningful, the data had to be up to date and concern was also expressed regarding the delay in the Executive considering the information.

Julie Holland acknowledged that there were delays because of the meeting schedule and outlined the process by which the reports were considered by the Council's Corporate Leadership Team, (CLT) prior to consideration by the Executive and the Overview and Scrutiny Management Committee. Under the process that was followed, performance management reports could not be released to the Committee until they had been considered by the Executive at the Executive Briefing meeting.

It was highlighted to the Committee that below the high level of the new Balanced Scorecard services would have their own regularly produced and more detailed performance management information and there would be arrangements in place for monitoring this information, both within the service areas and between the relevant Director and Executive Member.

Members of the Committee felt that in setting the dates of the Committee in 2016/2017 it would be necessary to give greater priority to the reporting cycle for the Balanced Scorecard in order to minimise the period between release and consideration by the Committee. Kevin Jacob agreed to look at this, but suggested that a way to minimise the delays for the next municipal year would be to circulate the Balanced Scorecard report to the Committee outside of a formal meeting as soon as possible after it had been considered by the Executive. In this way, Members could analyse the data and submit questions via him which could then be put to Officers and the response circulated back to the Committee prior to the formal consideration of the report at the meeting.

Shahid Younis commented that it was common for many organisations in the corporate world to have a central or online based reporting system from which data could be pulled on an up to date basis if not a real-time basis. If such a system existed it should be possible to allow access to it by Councillors. The Chairman suggested that he should consider submitting this as a scrutiny review topic for 2015/2016.

Julie Holland explained that information was provided to the Governance and Improvement Team by individual service areas using their own performance management systems. It was then collated and reported to CLT and Executive Briefing. Under this process it would not be possible to release the data prior to its consideration by CLT and the Executive.

RESOLVED:

- 1) That the updated format for performance monitoring against the Council's key priorities be noted;
- 2) That Officers be asked to explore ways to minimise delays in the performance management reporting schedule as part of the process of setting future Committee dates;
- 3) That Officers be asked to explore the circulation of the performance management report as soon as possible after its consideration by the Executive at Executive Briefing.

64. OPEN GREEN SPACES - UPDATE

The Committee received a verbal update from Josie Wragg, Head of Community Services and Councillor Angus Ross, Executive Member for Environment on the review of the Council's arrangements for the maintenance of the Borough's open green spaces.

Josie Wragg reminded the Committee of how the combination of warm and wet weather in the spring and early summer of 2014 had led to the extremely fast growth of vegetation. This had presented a challenge to the Council in managing the Borough's green open spaces and a significant number of complaints had been received from residents regarding grass cutting.

The particular challenges of that period had revealed some issues with the current specification of the Council's contract with its grass cutting contractor and some areas where improvements could be made in the way the Council communicated with residents around grass cutting and grass cutting schedules.

As a result a review including a public consultation had been undertaken. The results of the consultation had been supplied to the Committee at its meeting in January 2015. Points of particular note were that there was support for the prioritisation of the maintenance of some areas of open space like play areas over grass verges and the introduction of measures that would increase flexibility in future contract provision. The Committee was informed that the Council had been involved in useful and detailed negotiations with the current contractor to explore the maximum possible flexibility within the current contract. As a result it had been possible to look at measures that would allow for the greater prioritisation of areas of highest need and to develop different grass cutting regimes that had more focus and represented different ways of working. The Committee was informed that taking the Bio-Diversity Action Plan into consideration the intention was to establish around three to four pilot areas where wildlife meadows would be trialled.

Looking ahead to the renewal of the grass cutting contract in April 2016, work had already started to develop an updated specification that reflected the need to building in flexibility and outcomes, not output based methodology. A customer service focus would be central. The Council was also looking to implement a similar approach to that successfully used within the Waste Service to improve the information available to residents in a timely manner.

Councillor Angus Ross commented that the green open spaces team was now fully staffed and improvement had already been made in respect of customer service as the majority of enquiries about grass cutting and green open spaces were handled at the first point of contact by the Council's customer contact centre which freed up specialist staff for other duties in support of the service. He also updated the Committee on appointments to the senior management team of the service which was shared with the Waste Service.

It was emphasised to the Committee that in areas of open space included within the pilot areas there would still be appropriate paths for people to walk even if some parts of the pilot area were cut less frequently than had been the case in the past. He acknowledged that good communication with residents in the pilot areas about what was happening and why would be very important to the success of the pilots. The Committee was informed that a communications plan would be formulated.

In discussion with the Committee the following points were raised:

- It is a good idea to vary the frequency of cuts for different areas as part of the pilots, but consideration should be given to seeking to balance areas of high and low frequency cutting regimes within a particular ward;
- There would be areas of long grass within the pilot areas but proper access would be maintained whereas sports pitches would continue to be kept short;
- Hedge cutting had not been covered as part of the review of the management of open green spaces or negotiations with contractors, but the Council tried to operate in a pragmatic way in dealing with overgrown hedges particularly where highways safety was a possible issue. The situation around verges was complicated by issues around third party ownership of land and there was a formal process for serving notice to land

owners. The introduction of an updated computerised mapping system would help make establishing ownership of particular pieces of land easier;

- It was intended that the successor grass cutting contract would be cost neutral taking account of inflationary pressures in light of the constrained financial circumstances of the Council and it was recognised that this would present significant challenges. An aim in looking to update the contract specification was to refocus and not expand the level of activity or scope of the contract;
- Members of the Committee were pleased to note that Officers had shared and discussed ideas with colleagues in town and parish councils;
- Some concerns were expressed that grass verges were particularly visible to the majority of local residents who would then be concerned if they became overgrown. The Committee was informed that the response from the public consultation indicated that as important as residents felt the cutting of verges was, the majority of respondents had given other areas a higher priority;
- Members of the Committee welcomed an offer from Josie Wragg to have sight of the grass cutting contract specification;
- It was confirmed to the Committee that communication with local residents and town/parish councils would be a key part of the implementation of any new contract regime. It was felt that the communication that had taken place around changes to the Waste Service offered valuable experience of how to do this successfully;
- Some pieces of work had been undertaken around producing more information for residents to give them confidence in carrying out grass cutting themselves where they wished to do so, but this work had not been completed yet. It was acknowledged that it was important area. The Adopt a Street Scheme provided an example of a similar resident led activity to maintain local areas although it had to be recognised there were some differences for instance, in the level of risk between urban and rural areas;
- Concern was expressed by various members of the Committee that where grass was cut on a relatively infrequent basis this could lead to the grass accumulating in large unsightly piles and could pose a drainage problem as a result of blocked drains. It was felt that the grass should be collected as part of the cutting process or immediately afterwards and coordination between grass cutting and street cleaning contractors increased. The Committee was informed that this was an issue that could be looked into for the future, but that the likely costs of collection would be prohibitive given the machinery involved. Every effort was made to co-ordinate the work of contracts and the colocation of the Officers involved would help facilitate this. The possible combination of contracts remained an option that could be considered;
- Members of the Committee felt that the consideration of the future contract specification provided an opportunity to consider what requirements it wished to stipulate with regards to machinery. Machinery that could collect grass cutting could potentially be part of this consideration.

Josie Wragg and Councillor Ross were thanked by the Chairman for their attendance and the discussion with the Committee which was felt to have been very helpful. The Chairman commented that local ward councillors would continue to monitor the situation in the current growing season and if there were concerns the matter could be re-examined. The opportunity to consider the future contract specification was welcome although it was recognised that because of the potential consideration of information that might be commercially sensitive the details might need to be exempt from publication or public discussion.

RESOLVED:

- 1) That the verbal update be noted;

- 2) That the Committee make a request to the Executive Member for Environment and Head of Community Services that it be consulted on the draft grass cutting contract specification when available.

65. HIGHWAYS AND TRANSPORT SERVICE REVIEW

The Committee considered a briefing paper on Agenda pages 45 to 46 which set out the background of a review into the options for the delivery of the Highways and Transport Service post April 2018. The paper also invited the Committee to give initial views on the review.

Sarah Hollamby, Head of Development Policy and Planning and Matt Davey, Head of Highways and Transport attended the meeting and presented the briefing paper.

The Committee was informed that the review was a major project that was being project led by Andrew Moulton, the Head of Governance and Improvement Services with additional input from various Council service areas including Finance. The paper had been brought to the Committee to make it aware that this significant project was taking place, to inform Councillors of the arrangements to involve stakeholders through stakeholder meetings and to seek the Committee's general comments.

The current provision of services through the Council's contracts and partnership arrangement with WSP and Balfour Beatty Living Places was outlined to the Committee as were the possible options for future service delivery set out on page 45, a to f.

The following points were raised in discussion:

- A number of members of the Committee felt that Option A - the outsourcing of the service to the private sector was problematic in that there was a need to retain enough in-house expertise in order to successfully manage the client interest;
- Separate contract provision existed for the maintenance of existing traffic signals. The contract was held by Siemens through a pan-Berkshire contract with the other five Berkshire unitary authorities and this contract would also be subject to renewal in the near future. New traffic signal schemes within the Borough were progressed through Balfour Beatty and it was a common practice for the work to be sub-contracted by them to other providers including Siemens;
- The Committee was informed that the various contracts had a value of several million pounds. The contract with WSP was approximately £2.5m. The Council currently had contracts with Balfour Beatty in respect of highways maintenance, bridge works and street lighting with a combined value of approximately £8m.
- It was explained to the Committee that in looking at the future contract options it was considered to be necessary to invest in bringing in outside experience and expertise through an external consultant;
- It was suggested that there might be an opportunity to commission services on a pan Berkshire basis or further afield. The Committee was informed that this was something that could be considered;
- A number of Members commented that they felt that current arrangements between the Council and WSP were working well in that the integration of the different teams into one service had been successful and they had not personally experienced any issues or differences in dealing with Officers from WSP in comparison to those directly employed by the Council;

- It was felt that the cost implications of insourcing the whole contract would need careful consideration. It was confirmed that this task would be undertaken as part of the comparison exercise and the different risks and opportunities of that option considered;
- Members were informed that the current contract specification with WSP was such that a proportion of work was considered to be fixed and that over and above the agreed level of provision additional services could be commissioned by the Council with WSP. However, the Council retained the option to decide to commission a different provider if it felt this to be appropriate and this option had been utilised in the past to ensure that the Council continued to receive value for money;
- It was confirmed that it was the role of the Council and directly employed Council Officers and not the contractors to take the lead in developing the vision of the service, following the strategic direction set by Councillors. However, appropriate expert ideas, advice and experience were sought from contractors in specialist areas. An example of this was the work undertaken by WSP in developing traffic modelling and the Flood Risk Management Strategy;
- The use of penalty points within the existing contract was explained to the Committee;
- With regard to Option C, a framework contract with many suppliers, it was felt that this would be a complex arrangement to administer in the Council's interest, requiring a high level of monitoring to ensure all the various parts of the contract were being delivered to specification;
- Members of the Committee welcomed the opportunity offered by Sarah Hollamby to be given an update on the progress of the contract review once stakeholder engagement had been completed.

The Chairman thanked Sarah Hollamby and Matt Davey for attending the meeting. It was felt that the opportunity to discuss the issue had been very useful.

RESOLVED:

- 1) That the verbal update on the review of the options for the Highways and Transport Service be noted;
- 2) That Officers be requested to provide a further update to the Committee following stakeholder engagement.

66. BROADMOOR HOSPITAL ALERT SIRENS UPDATE

The Committee considered an update report on the future of the Broadmoor Hospital escape alert sirens and supporting information as set out on Agenda pages 47 to 55.

Kevin Jacob, Principal Democratic Services Officer presented the report to the Committee.

Members' attention was drawn to:

- A copy of a letter from the Steve Shrubbs, Chief Executive of the West London Mental Health Trust, (WLMHT) to Councillor Ian Leake dated 27 January 2015 which stated that the WLMHT had decided to retain all of the current community based sirens until the completion of the new Broadmoor Hospital site and realignment of the perimeter fence in 2019. After that the community sirens were to be decommissioned and a new siren installed on the entrance building to the new hospital;
- A copy of a letter from Steve Shrubbs to Kevin Jacob, Principal Democratic Services Officer in response to an enquiry about an *Independent on Sunday* article concerning

security at the hospital in 2013. The letter stated the WLMHT categorically refuted the claims made in the newspaper and that the article was inaccurate;

- Additional responses received from schools in response to a request for information of when schools had last received a test escape alert through the schools cascade system. Two schools had confirmed that they had received test alert calls, but two schools could not confirm this;
- A copy of the school's cascade as shown on Agenda page 55;
- That discussion was planned to review the school cascade system, but the outcome of the discussions were not yet known.

Various Members commented that they were pleased that the WLMHT had taken the decision to retain the existing community sirens until the completion of the new hospital and it was felt that this was a successful outcome in the circumstances that would allow for other work to continue on alternative alert mechanisms to be developed, for instance through the Community Safety Partnership. It was not felt that given the Trust was able to take the final decision itself that it would be appropriate to seek to take the issue any further.

Members of the Committee who had undertaken a visit to the hospital again commented how useful and reassuring the visit had been in terms of the security of the hospital. In many areas the security at the site was felt to be state of the art, but it remained important for the hospital to work with and support its local community in accepting the eventual withdrawal of the community sirens. It was suggested that it might be useful to have the opportunity to revisit the new hospital on its completion to see the new facilities and security arrangements.

With regard to the allegations about governance raised about the WLMHT in *The Independent on Sunday* article it was felt likely that the Department for Health would be monitoring the situation.

In discussion it was suggested that an update report be sought from Officers after 6-12 months on progress in developing alternative alert mechanisms that would be triggered in the event of a major emergency, such as an escape from the hospital. It was felt that it was very important for local residents to be aware of whatever the arrangements were.

RESOLVED:

- 1) That the Committee notes the additional correspondence between the West London Mental Health Trust and the Chairman of the Bracknell Forest Overview and Scrutiny Commission concerning the future of the alert sirens;
- 2) That the Committee notes the correspondence to Kevin Jacob from the West London Mental Health Trust in response to a press article;
- 3) That the Committee notes further responses in respect of Wokingham schools part of the schools cascade system;
- 4) That Officers within the Community Resilience Team be asked to provide an update on emergency alert mechanisms, (including the circumstance of an escape from Broadmoor Hospital) in Autumn 2015;
- 5) That the West London Mental Health Trust be informed that the Committee would welcome the opportunity to visit the new Broadmoor Hospital on its completion.

67. UPDATE REPORT ON THE MEETING BETWEEN THE CHAIRMAN OF THE COMMITTEE AND CHAIRMAN OF THE AUDIT COMMITTEE

The Committee considered a short report setting out the main points of a meeting between the Chairman of the Committee and the Chairman of the Audit Committee on 19 February 2015. The Chairman commented that the one of the key purposes of the meeting was to reduce the likelihood of duplication between the two Committees.

RESOLVED: That the update report be noted.

68. CONSIDERATION OF THE CURRENT EXECUTIVE FORWARD PROGRAMME

The Committee considered the published version of the Executive Forward Programme which set out decisions expected to be taken for the period March 2015 to June 2015 as set out on Agenda pages 61 to 72.

The Chairman referred to the list of the changes made to previously published versions of the Executive Forward Programme as set out on Agenda page 70. He referred to reports Ref No WBC726 scheduled for January 2015 and WBC735 scheduled for March 2015 concerning the business of Council owned companies. Whilst noting the explanation given that the reports had been deleted as there had been no information to report he expressed concern that no formal reports would have been reported the Executive on the companies' activities between the end of January and May 2015.

Members of the Committee commented that whilst they appreciated the opportunity for Councillors who were Non-Executive Directors of the companies to address meetings of Council, they shared the Chairman's concerns and surprise at the lack of reportable business. It was felt that there had been events which had occurred since January involving the companies that might have arguably have been expected to be reported formally to the Executive including changes to the senior management structure at Optalis.

Councillor Prue Bray commented that in the interests of transparency the reports did need to take place on a regular basis and that if they were repeatedly cancelled it was more likely that a negative perception would form around the activities of the companies.

It was suggested that the Chairman of the Committee should write to Councillor Keith Baker, the Leader of the Council to express the Committee's concerns and ask him to respond.

RESOLVED:

- 1) That the Executive Forward Programme be noted;
- 2) That the Chairman of the Committee write to the Leader of the Council to express the Committee's concerns regarding the cancellation of the reports on Council Owned Company business from the February and March Executive meetings and ask him to respond.

69. COMMITTEE WORK PROGRAMMES 2014/2015

The Committee considered its work programme and that of the other Overview and Scrutiny Committees including prospective work programmes for 2015/2016 as set out on Agenda pages 75 to 91.

The Chairman referred to page 85 of the Agenda which set out items marked as 'Potential Items for Review Referred from the Overview and Scrutiny Management Committee 2014/2015' to the Community Partnerships Overview and Scrutiny Committee. In response to a question, Kevin Jacob stated that the potential topics had all been covered as part of other reviews and pieces of work and should now be removed from the Committee's work programme as they were no longer required.

RESOLVED:

- 1) That the report be noted
- 2) That the items marked as to be confirmed be removed from the work programme of the Community Partnerships Overview and Scrutiny Committee.

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

The Committee considered update reports on the last meetings of their committees from the Chairman of the Children's Services Overview and Scrutiny Committee, the Community Partnerships Overview and Scrutiny Committee and Corporate Services Overview and Scrutiny Committees as set out on Agenda pages 93 to 100.

Councillor Shahid Younis commented that it was encouraging to note the apparent success of the Council's recruitment and retention strategy for posts within Children's Services as set out in the Children's Services report.

Councillor Norman Jorgensen in presenting the report of the Corporate Services Overview and Scrutiny Committee referred to the decision by that Committee to undertake a scrutiny review of problems with commuter and other parking at, or near, railway stations. Members were informed that the Committee had considered draft terms of reference for the review at its meeting.

An amended draft set of terms of reference as amended in light of discussion at the Corporate Services meeting was circulated to the members of the Management Committee for information and further comment. Councillor Jorgensen also invited Members to consider joining the review subject to the need to observe political balance. The Committee was informed that it had been decided to undertake the review as a task and finish group and that it was expected the review would begin in June 2015.

In discussion, the Committee felt that the issue was an appropriate subject for a scrutiny review and an issue that was becoming more pressing as rail passenger numbers increased.

RESOLVED: That the reports of the Overview and Scrutiny Chairman be noted.

71. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

At the invitation of the Chairman, Kevin Jacob provided feedback from a meeting of the Corporate Leadership Team, (CLT) he had attended earlier that day. He commented that the meeting was one of the regular liaison meetings that took place as part of his role as Statutory Scrutiny Officer and that the meetings were an action arising from the internal audit review of the Council's overview and scrutiny arrangements in 2014.

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Agenda Item 6.

TITLE	Consideration of Requests for Overview and Scrutiny Reviews 2015/2016 and Committees Work Programmes 2015/2016
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 1 June 2015
WARD	None Specific
DIRECTOR	Andrew Moulton, Head of Governance and Improvement Services

OUTCOME / BENEFITS TO THE COMMUNITY

That a programme of reviews for the forthcoming year is developed. By focusing on appropriate topics the Committee can help improve future policy and provide assurance to residents around the delivery of Council and other local public services.

RECOMMENDATION

- 1) That the current Work Programme of the Overview and Scrutiny Management Committee and the Overview and Scrutiny Committees as set out in Appendix A be noted;
- 2) That the Committee considers the list of suggested scrutiny review suggestions in Appendix B and decides which suggestions should be added to the Work Programme of the Committee or Overview and Scrutiny Committees taking into the account the Council's Values and Priorities as set out in Appendix C and available resources.

SUMMARY OF REPORT

This report sets out the on-going work programme of the Overview and Scrutiny Management Committee and Overview and Scrutiny Committees together with a list of new ideas submitted as potential scrutiny review items for the 2015/2016 municipal year. It suggests possible criteria for the Committee to come to a view on which topics to proceed with.

Background

Under the Council's Constitution, scrutiny review suggestions can be submitted at any time throughout the year by Members, Officers or members of the public. This process involves the allocation of topics to the three Overview and Scrutiny Committees or to the Overview and Scrutiny Management Committee itself.

Analysis of Issues

1) The ongoing work programmes of the Committee and Overview and Scrutiny Committees is set out in Appendix A and the Committee should bear these existing commitments in mind when deciding whether to add a review to the programme.

2) The Committee is also asked to note the following scrutiny reviews which are already in progress or due to start in the current municipal year.

- Commuter Parking at or near railways stations, (Corporate Services O & S Committee due to start 30 June);
- Future Services Task and Finish Group, Children's Services O & S Committee;
- Outside Bodies Review, (Community Partnerships Overview and Scrutiny Committee).

New Scrutiny Review Suggestions

3) Five new scrutiny review suggestions have been received to date, as set out in Appendix B.

4) In assessing the new scrutiny review suggestions, the Committee is invited to:

- use the Overview and Scrutiny Review Scoring Chart, (Appendix D) to help assess each suggestion;
- take into account the review selection criteria as previously adopted by the Committee:
 - 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 ;
 - Is the topic one that is capable of being influenced by the Committee;
 - 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, delegated to an Overview and Scrutiny Committee or a Task and Finish Group created to undertake the review?

Format of the Meeting

5) There will be an opportunity for individuals who have submitted a suggestion to briefly introduce it to the Committee for approximately two minutes per suggestion followed by questions from the Committee. It is intended that all the suggestions will be

presented prior to a decision being taken on whether to progress individual suggestions.

Terms of Reference

6) If a review is approved detailed terms of reference will then be drafted by Officers in consultation with the appropriate Director and agreed by the Committee or Task and Finish Group as appropriate.

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)	Undertaking Reviews will involve Officer time from Democratic Services and/or Service Departments.	Yes	Revenue
Next Financial Year (Year 2)	n/a		
Following Financial Year (Year 3)	n/a		

Other financial information relevant to the Recommendation/Decision

None

List of Background Papers

None

Contact Kevin Jacob	Service Governance and Improvement Services
Telephone No 0118 974 6058	Email kevin.jacob@wokingham.gov.uk
Date Thursday, 21 May 2015	Version No. 1.0

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OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE AND OVERVIEW AND SCRUTINY COMMITTEES

WORK PROGRAMME 2015/2016

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

**The information in this work programme including report titles is draft and is
subject to approval at the meeting of the Committee on 1 June 2015**

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
1 June 2015	Consideration of Requests for Overview and Scrutiny Reviews 2015/2016 and Committees Work Programme 2015/2016	To consider a list of submitted overview and scrutiny review suggestions for the 2015/2016 municipal year in light of the work programmes of the Overview and Scrutiny Committees and the Council's Corporate Vision and Priorities.	To enable the Committee to consider and plan Overview and Scrutiny Activity in the forthcoming year	
	Executive Forward Programme	Standing item	To enable the Committee to have foresight of upcoming Executive Decisions	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
27 July 2015	<i>Update on the Work of the Strategic Asset Project Group and the Asset Management Plan –(provisional)</i>	To provide an update on the work on the Strategic Asset Project Group and the production of the Asset Management Plan	Suggested by Graham Ebers, Director Finance and Resources in October 2014	Graham Ebers/ Chris Gillett
	Balanced Scorecard Year End 2014/2015 (Old Format)	To provide performance management information for the Council over the 2014/2015 financial year.	Standards Item	Julie Holland
	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 Chairmen

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
7 Sept 2015				
	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
2 Nov 2015	<i>Council Tax Single Person Discount Reviews – (provisional)</i>	To receive updated Comparison Data from other authorities	Committee request at November 2014 meeting.	Rob Stubbs
	Balanced Scorecard Quarterly 1 2015/2016 Report	To consider the latest Council 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
	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
11 Jan 2016	<i>Business Continuity Update – Emergency Alert Mechanisms – (provisional)</i>	To receive an update on Business Continuity Arrangements including arrangements for emergency alerts.	Agreed by the Committee 24 March 2015	Brett Dyson/ Kevin Jacob
	Balanced Scorecard 2015/2016 Quarterly 2 Report	To consider the latest Council 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
	Reports from Chairman of Overview and Scrutiny Committees /Work Programme	Standing Item	To enable coordination between the Committee and the Committees.	Committees Chairmen

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
7 Mar 2016	Balanced Scorecard 2015/2016 Quarterly 3 Report	To consider the latest Council performance management information.	Standard Item	Julie Holland
	Overview and Scrutiny Management Committee and Committees Annual Report 2015/2016	To consider the Committee's Annual Report.	Standard Item	Kevin Jacob
	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 Chairmen

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
21 July 2015	Delivering Effective Safeguarding Services	<p>To receive a regular update including:</p> <ul style="list-style-type: none"> • an update on the recruitment and retention strategy. • Early Help and Innovations programme – report from Thames Valley Police (TVP) on their contribution to the Front Door work stream 	<p>Standing item to monitor safeguarding services</p> <ul style="list-style-type: none"> • To receive and update • To receive information on the work stream 	<p>Head of Social Care and Intervention/ HR</p> <p>TVP</p>
	Special Education Needs and Disability (SEND) Reforms	To receive a report on the implementation of the new requirements for the provision of SEND services under the Children and Families Act	To inform the Committee of the new service provision.	Brian Grady/ Kathy Roberts

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	Children's Partnership	To receive a report on the work of the Children's Partnership which is one of as one of the Health & Wellbeing Board Partnership Groups which have responsibility for the implementation of designated programmes within the Health & Wellbeing Strategy. (One of the functions of the Committee is to scrutinise/review the issues that relate to the implementation of designated programmes within the Health & Wellbeing Strategy that relate to children and young people).	To inform the Committee of the activities of the Partnership to allow its work to be scrutinised/reviewed	Judith Ramsden/ Brian Grady
	Children's Services Performance Indicators	To receive an update and monitor Children's Services performance measured by local indicators	Standing Item To enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement
	Children's Services O and S Committee Forward Programme	To consider the forward programme of the Committee	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
22 Sept 2015	Annual Report of Wokingham Safeguarding Children Board	To consider the Wokingham Local Safeguarding Children Board's (WSCB) Annual Report	To monitor the work of the WSCB	Children's Services /WSCB
	Delivering Effective Safeguarding Services	To receive a regular update, including the impact of the Early Help and Innovations Programme	Standing item to monitor safeguarding services	Head of Social Care and Intervention
	Children's Services Performance Indicators	To receive an update and monitor Children's Services performance measured by local indicators	Standing Item To enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement
	Children's Services O and S Committee Forward Programme	To consider the forward programme of the Committee	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
27 Oct 2015	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/ Governor Services
	Impact of the Apprenticeship Programme	To receive a report giving details of the programme to provide apprenticeships for young people.	To monitor this provision	
	Delivering Effective Safeguarding Services	To receive a regular update	Standing item to monitor safeguarding services	Head of Social Care and Intervention
	Children's Services Performance Indicators	To receive an update and monitor Children's Services performance measured by local indicators	Standing Item To enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement

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

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
23 Feb 2016	Children's Services Performance Indicators	To receive an update and monitor Children's Services performance measured by local indicators	Standing Item To enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement
	Children's Services O and S Committee Forward Programme	To consider the forward programme of the Committee	Standing Item	Democratic Services

COMMUNITY PARTNERSHIPS OVERVIEW AND SCRUTINY COMMITTEE

Work Programme from June 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 15 June 2015.

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
15 June 2015	Work Programme	To consider the work programme for the committee for 2015/16	Standing item	Democratic Services
	Review of Outside Bodies Appointments – Update on review of accountability/reporting structure of voluntary/community organisations that are working in partnership with WBC	To receive a briefing on the review of accountability/reporting structure of voluntary/community organisation working with WBC	Requested by the Committee March 2015 as part of the review on outside bodies.	Brian Grady
9 Sept 2015	Work Programme	To consider the work programme for the Committee for 2015/16	Standing item	Democratic Services

9 Nov 2015	Work Programme	To consider the work programme for the Committee for 2015/16	Standing item	Democratic Services
18 Jan 2016	Work Programme	To consider the work programme for the Committee for 2015/16	Standing item	Democratic Services
14 Mar 2016	Update on the Progress of the Community Café at Shuters, Wokingham Borough Council	To consider an update report on how the project has developed from the group of young people running the Café.	Requested by the Committee in March 2015	Brian Grady
	Work Programme	To consider the work programme for the Committee for 2015/16	Standing item	Democratic Services

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

DATE OF MEETINGS	ITEM	PURPOSE OF REVIEW	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
TBC	Possible income generation opportunities from the Crossrail project	To consider possible income generation opportunities from the Crossrail project	Referred to the Committee by the OSMC	Chairman / Committee

CORPORATE SERVICES OVERVIEW AND SCRUTINY COMMITTEE
Work Programme from June 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 22 June 2015

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 2015/16

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
22 June 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
	Review of Commuter Parking	To carry out the review of commuter parking.	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 / Bernie Pich

	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	Josie Wragg
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HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Work Programme 2015/16 from June 2015

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

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.

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
Wednesday 3 June 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	
	Suicide prevention	To receive an update regarding suicide prevention in the Borough.	Public Health	Look after the vulnerable Improve health, wellbeing and quality of life	
	Update on implementation of the Care Act 2014	To receive an update on the implementation of the first phase of the Care Act 2014.	Stuart Rowbotham, Director of Health and Wellbeing	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	

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
	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 quality of life	
	Forward Programme 2015/16	To discuss possible forward programme for 2015/16	HOSC		

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
Tuesday 28 July 2015	Sexual health contract procurement look back	For information	Public Health	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	
	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 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
Tuesday 29 September 2015	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 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 30 November 2015	Report of the possible implications for scrutiny of the Francis Report Working Group – follow up of recommendations	To follow up on recommendations of possible implications for scrutiny of the Francis Report Working Group	Madeleine Shopland	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	
	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 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
Tuesday 26 January 2016	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	

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
Wednesday 23 March 2016	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	
	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	

Currently unscheduled topics:

- Draft Quality Accounts
 - Berkshire Healthcare NHS Foundation Trust
 - Royal Berkshire Hospital NHS Foundation Trust
 - South Central Ambulance NHS Foundation Trust

Appendix B: Overview and Scrutiny Review Suggestions

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OVERVIEW AND SCRUTINY – WORK PROGRAMME SUGGESTION FORM

I would like to suggest a Scrutiny or Policy Review item for the Overview and Scrutiny Management Committee's next work programme.

Name: Rachelle Shepherd-DuBey	
Daytime Contact Number 07909 968746	Email Address: rachelle.shepherd- dubey@wokingham.gov.uk
Evening Contact Number	
Address:	

I would like to suggest that the following matter is reviewed:

To assess and review the potential impact and consequences of the new government's Right to Buy scheme (as put forward in the Conservative 2015 manifesto) on:

Wokingham Borough Council's housing stock
The Borough's Housing Needs Register
Residents of the Borough in need of housing
Overall available housing

Reasons for suggestion:

By reviewing and considering the likely impacts for both the Council and residents, Wokingham Borough Council will be able to consider and plan mitigating actions and help for residents in advance of them suffering any adverse consequences.

This links to the council's vision principles to look after the vulnerable and provide affordable homes

Please consider:

- Why should there be a review on this?
- Any linkages with the Council's Vision, Priorities and Underpinning Principles – you can find these at <http://www.wokingham.gov.uk/council/decisions/vision/>
- What benefits would there be to residents?

<p>Are there any specific aspects of the issue you would like scrutiny to focus upon or supporting evidence?</p> <p>A review of Wokingham Borough Council's Housing Needs Register and housing need within the borough.</p> <p>Discussions and involvement with housing charities and current tenants.</p> <p>Analysis of the values of the council's housing stock</p>	<p>Please consider:</p> <ul style="list-style-type: none"> • What evidence is there to support the above reasons? • What are the facts? • Are there specific organisations or documents you would like a review to refer? • Do you have any suggestions for potential witnesses?
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<p>What would you like to see coming out of the review in terms of desired outcomes?</p> <p>A clear picture of the likely impact on Wokingham Borough Council and the borough's residents. Suggestions and an action plan for possible mitigating actions.</p> <p>(Please continue on a separate sheet if necessary)</p>	<p>Please consider:</p> <ul style="list-style-type: none"> • What would you wish to see happen as a result of any review? • Why do you think the desired outcome is achievable?
---	--

Would you like to attend the Overview and Scrutiny Management Committee to make a short statement in support of your request?

Yes No

I am (Please tick appropriate box)

- A Member or Officer of Wokingham Borough Council
- A group with an interest in the Wokingham Borough Council area
- A local business situated in the Wokingham Borough Council area
- A resident of the Wokingham Borough Council area

Please return this form to:
 Kevin Jacob
 Democratic Services
 Shute End Wokingham RG40 1BN

Tel 0118 974 6058
Email
 democratic.services@wokingham.gov.uk



OVERVIEW AND SCRUTINY – WORK PROGRAMME SUGGESTION FORM

I would like to suggest a Scrutiny or Policy Review item for the Overview and Scrutiny Management Committee's next work programme.

Name: Councillor David Chopping	
Daytime Contact Number	Email Address
Evening Contact Number	
Address:	

I would like to suggest that the following matter is reviewed:

The process around the allocation of primary school places in Maiden Erlegh, and the perceived renting of properties to acquire a place, without taking up real and full time occupation.

(Please continue on a separate sheet if necessary)

Reasons for suggestion:

This year, despite increasing the capacity of Hawkedon School by 50% there are inadequate places for children in local "walk to school" locations. Calculations indicated this should have been sufficient provision, are the local demographics changing faster than previously thought?

Please consider:

- Why should there be a review on this?
- Any linkages with the Council's Vision, Priorities and Underpinning Principles – you can find these at <http://www.wokingham.gov.uk/council/decision>

<p>(Please continue on a separate sheet if necessary)</p>	<ul style="list-style-type: none"> • s/vision/ • What benefits would there be to residents?
<p>Are there any specific aspects of the issue you would like scrutiny to focus upon or supporting evidence?</p> <p>The population changes taking place in the catchment areas. The perceived "inappropriate use of residential qualifications". The way that officers analyse and "select" placement applications.</p> <p>(Please continue on a separate sheet if necessary)</p>	<p>Please consider:</p> <ul style="list-style-type: none"> • What evidence is there to support the above reasons? • What are the facts? • Are there specific organisations or documents you would like a review to refer? • Do you have any suggestions for potential witnesses?

<p>What would you like to see coming out of the review in terms of desired outcomes?</p> <p>A more robust system of checking residential qualifications, and further support to officers as they handle the outcomes of decisions made.</p> <p>(Please continue on a separate sheet if necessary)</p>	<p>Please consider:</p> <ul style="list-style-type: none"> • What would you wish to see happen as a result of any review? • Why do you think the desired outcome is achievable?
--	---

<p>Would you like to attend the Overview and Scrutiny Management Committee to make a short statement in support of your request?</p>	
<p>Yes <input checked="" type="checkbox"/></p>	<p>No <input type="checkbox"/></p>

I am (Please tick appropriate box)

- A Member or Officer of Wokingham Borough Council
- A group with an interest in the Wokingham Borough Council area
- A local business situated in the Wokingham Borough Council area
- A resident of the Wokingham Borough Council area

Please return this form to:
Kevin Jacob
Democratic Services
Shute End
Wokingham RG40 1BN

Tel 0118 974 6058
Email
democratic.services@wokingham.gov.uk



**WOKINGHAM
BOROUGH COUNCIL**

OVERVIEW AND SCRUTINY – WORK PROGRAMME SUGGESTION FORM

I would like to suggest a Scrutiny or Policy Review item for the Overview and Scrutiny Management Committee's next work programme.

Name: Pauline Jorgensen	
Daytime Contact Number 07789611338	Email Address Pauline.jorgensen@btinternet.com
Evening Contact Number	07789611338
Address:	

I would like to suggest that the following matter is reviewed:

Road repairs, specifically:

- Quality control and monitoring, sign off of work, warranty claims and activity under warranty.
- Contract management - time and budget
- Planning and prioritisation – maintenance schedule, whether we could batch pothole repairs up rather than patching and get better value for money and quality.
- How we schedule work and delivery to schedule (start, end and duration)
- Road repair life and average road lifetime between repairs
- management of utilities work and quality control

(Please continue on a separate sheet if necessary)

Reasons for suggestion:

Road repairs seem piecemeal, there have been quality issues and they do not seem to start or end on schedule.

Please consider:

- Why should there be a review on this?
- Any linkages with the

***Council's Vision,
Priorities and
Underpinning Principles***
– you can find these at
[http://www.wokingham.
gov.uk/council/decisions/vision/](http://www.wokingham.gov.uk/council/decisions/vision/))

- What benefits would there be to residents?

(Please continue on a separate sheet if necessary)

Are there any specific aspects of the issue you would like scrutiny to focus upon or supporting evidence?

See above

Please consider:

- What evidence is there to support the above reasons?
- What are the facts?
- Are there specific organisations or documents you would like a review to refer?
- Do you have any suggestions for potential witnesses?

(Please continue on a separate sheet if necessary)

What would you like to see coming out of the review in terms of desired outcomes?

Better quality and less disruption.

Please consider:

- What would you wish to see happen as a result of any review?
- Why do you think the desired outcome is achievable?

(Please continue on a separate sheet if necessary)

Would you like to attend the Overview and Scrutiny Management Committee to make a short statement in support of your request?

Yes x

No

I am (Please tick appropriate box)

- X A Member or Officer of Wokingham Borough Council
- A group with an interest in the Wokingham Borough Council area
- A local business situated in the Wokingham Borough Council area
- A resident of the Wokingham Borough Council area

Please return this form to:

Kevin Jacob
Democratic Services
Shute End
Wokingham RG40 1BN

Tel 0118 974 6058

Email
democratic.services@wokingham.gov.uk

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OVERVIEW AND SCRUTINY – WORK PROGRAMME SUGGESTION FORM

I would like to suggest a Scrutiny or Policy Review item for the Overview and Scrutiny Management Committee's next work programme.

Name: Robb Stubbs, Head of Finance	
Daytime Contact Number	Email Address
Evening Contact Number	
Address:	

I would like to suggest that the following matter is reviewed:

The process around setting school budgets and the funding allocations to schools

Reasons for suggestion:

Dedicated Schools Grant, (DSG) budget pressures impact on allocations to schools, with more schools applying for licensed deficits. Schools require time to plan to address cuts and need to feel they are informed on a timely basis of the financial horizon. Recent feedback from Schools Forum suggests a perception that information has not been shared on a timely basis and members are not convinced by some of the arguments presented in the budget setting.

Please consider:

- Why should there be a review on this?
- *Any linkages with the Council's Vision, Priorities and Underpinning Principles* – you can find these at <http://www.wokingham.gov.uk/council/decisions/vision/>
- What benefits would there be to residents?

Are there any specific aspects of the issue you would like scrutiny to focus upon or supporting evidence?

Please consider:

- What evidence is there to support the above reasons?

<p>A review of the financial information presented to Schools Forum, the timeliness of the information, the levels of detail provided and the value from such information.</p> <p>A review of longer term financial planning.</p> <p>Communication channels of how information disseminates from WBC through School Forum to heads.</p> <p>Governance of Schools budgets and roles and responsibilities</p>	<ul style="list-style-type: none"> • What are the facts? • Are there specific organisations or documents you would like a review to refer? • Do you have any suggestions for potential witnesses?
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<p>What would you like to see coming out of the review in terms of desired outcomes?</p> <p>A recommended process which the School Forum buy into and see as providing them the intelligence and understanding to allow them time to plan and work within budgets.</p> <p>A process that helps inform a longer term financial perspective to help develop strategies within the Council in conjunction with School Forum to benefit both parties.</p>	<p>Please consider:</p> <ul style="list-style-type: none"> • What would you wish to see happen as a result of any review? • Why do you think the desired outcome is achievable?
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<p>Would you like to attend the Overview and Scrutiny Management Committee to make a short statement in support of your request?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
--

I am (Please tick appropriate box)

- A Member or Officer of Wokingham Borough Council
- A group with an interest in the Wokingham Borough Council area
- A local business situated in the Wokingham Borough Council area
- A resident of the Wokingham Borough Council area

Please return this form to:

Kevin Jacob
 Democratic Services
 Shute End
 Wokingham RG40 1BN

Tel 0118 974 6058
Email
 democratic.services@wokingham.gov.uk



OVERVIEW AND SCRUTINY – WORK PROGRAMME SUGGESTION FORM

I would like to suggest a Scrutiny or Policy Review item for the Overview and Scrutiny Management Committee's next work programme.

Name: Stuart Rowbotham- Director of Health and Well-Being	
Daytime Contact Number 0118 974 6762	Email Address Stuart.rowbotham@wokingham.gov.uk
Evening Contact Number	
Address:	

I would like to suggest that the following matter is reviewed:

The £5.3bn Better Care Fund was announced by the Government in the June 2013 spending round, to ensure a transformation in integrated health and social care. The Better Care Fund (BCF) is one of the most ambitious ever programmes across the NHS and Local Government. It creates a local single pooled budget to incentivise the NHS and local government to work more closely together around people, placing their well-being as the focus of health and care services.

The BCF is a critical part of the NHS two year operational plans and the five year strategic plans as well as local government planning.

The Wokingham Better Care Fund comprises £9.6 million in a newly established pooled budget between Wokingham Clinical Commissioning Group (CCG) and Wokingham Borough Council, made up of existing funding streams.

The Wokingham BCF is being delivered through 9 large scale projects (brief outline below) being delivered locally and across Berkshire West with neighbouring local authorities, CCGs and Health Trusts-

BCF Ref no.	BCF Scheme
01	Health and Social Care Hub- This Scheme aims to create an effective integrated single point of access for health and social care across West Berkshire, Reading and Wokingham
02	Integrated Short Term Health and Social Care Team- This scheme brings together the existing START (short-term assessment and reablement team provided by Optalis) with Intermediate Care (Berkshire Healthcare NHS Foundation Trust) and the Council's Health Liaison team into a single short-term intervention team.
03	Step Up/Step Down Beds- Step-up to support to prevent and unnecessary hospital or care home admission or step-down to support on discharge from hospital.
04	Domiciliary Care Plus- will provide options for short term overnight care, on call support with use of assistive technology as well as a 24/7 response service.
05	Hospital at Home Service- the provision of care for acutely ill patients in their own home from hospital via telehealth technology.
06	Enhanced Care and Nursing Home Support- Reduce emergency admissions from care home establishments.
07	Connected Care- Aims to ensure health and social care professionals have access to accurate and timely information regarding patients. By facilitating the sharing of information, patients will only have to tell their story once.
08	Neighbourhood clusters, Primary prevention and Self-Care- Create one community-based multidisciplinary team in smaller geographical areas working together to provide joint care planning. The cluster areas will also focus in particular on supporting and empowering those with long term and complex conditions to self-care and identifying those at risk of hospital admission and link them to prevention services
09	Access to General Practice- aims to create equity of services across General Practice, working to operate as a whole week.

All of the above projects are highly complex and will have a profound impact on the citizens of Wokingham by improving health and social care services and their experiences when using them.

Additionally projects such as BCF 2 and 8 will have a significant impact on the structure of Wokingham Borough Council, with existing Council and Optalis services being joined with health services into a new organisational form.

BCF 8 could also mean a significant change to how the Council delivers certain services, moving towards more locally based neighbourhood services co-located with primary and community health services.

<p>Reasons for suggestion:</p> <ul style="list-style-type: none"> • The major changes that the BCF will bring to health and social care services in Wokingham. • More effective community support for our most vulnerable residents. • The potential financial benefits to the Council by preventing people developing long-term health conditions, avoiding unnecessary hospital admissions and less people going into residential care homes. • The wide ranging impact that the BCF schemes will have on the Council's and Optalis' current services and structure. 	<p>Please consider:</p> <ul style="list-style-type: none"> • Why should there be a review on this? • Any linkages with the Council's Vision, Priorities and Underpinning Principles – you can find these at http://www.wokingham.gov.uk/council/decision/s/vision/ • What benefits would there be to residents?
<p>Are there any specific aspects of the issue you would like scrutiny to focus upon or supporting evidence?</p> <p>As well as the above the, a focus on how the Council could deliver its statutory social care responsibilities following the impact of the BCF eg the delegation of certain functions and responsibilities to a separate integrated health and social care organisation.</p>	<p>Please consider:</p> <ul style="list-style-type: none"> • What evidence is there to support the above reasons? • What are the facts? • Are there specific organisations or documents you would like a review to refer? • Do you have any suggestions for potential witnesses?

<p>What would you like to see coming out of the review in terms of desired outcomes?</p> <p>A review of how the Council and the CCG are delivering the BCF in Wokingham, highlighting areas where delivery can be improved.</p> <p>The Overview and Scrutiny Committee to consider the positive impact the BCF will have on health and care outcomes for the people of Wokingham and the potential impact the BCF could have on existing Council and Optalis services and what Council functions and responsibilities could be delegated to a new, integrated, health and care form of organisation.</p>	<p>Please consider:</p> <ul style="list-style-type: none"> • What would you wish to see happen as a result of any review? • Why do you think the desired outcome is achievable?
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Would you like to attend the Overview and Scrutiny Management Committee to make a short statement in support of your request?

Yes No

I am (Please tick appropriate box)

- A Member or Officer of Wokingham Borough Council
- A group with an interest in the Wokingham Borough Council area

A local business situated in the Wokingham Borough Council area

A resident of the Wokingham Borough Council area

Please return this form to:

Kevin Jacob
Democratic Services
Shute End
Wokingham RG40 1BN

Tel 0118 974 6058

Email
democratic.services@wokingham.gov.uk

Vision statement

Our Borough is recognised as a desirable place to live. We want to maintain this whilst improving quality of life in the Borough. We plan to:

- Facilitate the regeneration of our towns and increase the vibrancy of all our communities
- Create an environment that allows businesses to thrive and provides the conditions for economic growth, whilst maintaining the quality of our environment and taking advantage of our favourable location
- Continue to work with our partners to maintain our outstanding performance as one of the best local authorities in the country for educational attainment
- Deliver well designed development and strong communities through our collaborative efforts in planning
- Ensure financial viability despite annual funding cuts to deliver the most effective services in the most efficient way through transformation and a new approach to the commissioning of services
- Invest in prevention services that increase or maintain independence, ending the dependency culture and helping those who become dependent on our support to become self sufficient and self reliant

Priorities

Improve educational attainment and focus on every child achieving their potential

We will work with partners to achieve our aim to be one of the best local authorities in the country for educational attainment. We will achieve this by maintaining high performance overall, and by focusing on narrowing the gap in the achievement of children from particular groups by delivering targeted support and early intervention.

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

We will work with residents, businesses and partners to develop and deliver an affordable program of regeneration in our towns and villages across the Borough, starting with Wokingham. We will assist our communities increase trade and provide amenities in the villages that people value. We will focus on supporting business growth.

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

We will concentrate our efforts to plan and deliver services which will support appropriate design and development, creating thriving communities.

Tackle traffic congestion in specific areas of the Borough

We will explore different private and public transport options to reduce congestion and improve your journey across the Borough.

Improve the customer experience when accessing Council services

We will provide a responsive, flexible and consistent customer service to give you the confidence that your council tax is being spent wisely. We will continue to train and develop our staff and working practices to focus on the achievement of our priorities. We will build on the good practice of Wokingham Direct resolving your queries at first point of contact and providing you with modern channels to access our services.

Underpinning Principles

Offer excellent value for your Council Tax

We will continue to encourage our staff to ensure our services offer excellent value for money for your Council Tax.

Provide affordable homes

We will provide a complete range of affordable and flexible homes across the Borough through the provision of general needs housing, shared ownership and other tenures.

Look after the vulnerable

We will help our residents who are dependent on our support to become self sufficient and self reliant. We will provide care to those residents who need our support.

Improve health, wellbeing and quality of life

We will work with our partners to promote health, well being and quality of life. We will ensure our partnerships are focused on health and well being outcomes and will drive the delivery of public health through the councils new role. We will continue to ensure safe communities.

Maintain and improve the waste collection, recycling and fuel efficiency

We will maintain and improve the weekly waste collection and recycling service driven by the EU directives on landfill charges. We will implement changes to make our buildings more fuel efficient and improve their longer term sustainability.

Deliver quality in all that we do

We will publish customer service commitments and ensure quality of service. We will clarify and simplify monitoring arrangements to assure improvements.

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Overview and Scrutiny Review Scoring Chart* - Appendix D

SUGGESTION:

Criteria i – The Performance of a Service (this includes external agencies. A high score indicates there are potential issues with the service)					
RATING	NOT APPLICABLE	EXCELLENT	GOOD	AVERAGE	WEAK
Range of Scores	0	1-4	5-8	9-12	13-16
Score					
Criteria ii – Can a review be linked to the Council's Vision, Priorities and Underpinning Principles					
RATING	NOT APPLICABLE	LOOSELY	GOOD	STRONGLY	VERY STRONGLY
Range of Scores	0	1-4	5-8	9-12	13-16
Score					
Criteria iii – Issue is of wider public concern (either locally or nationally)					
RATING	NOT APPLICABLE	SLIGHT CONCERN	MEDIUM CONCERN	SIGNIFICANT CONCERN	WIDESPREAD CONCERN
Range of Scores	0	1-14	5-8	9-12	13-16
Score					
Criteria iv– Scrutiny can make a difference					
RATING	NOT APPLICABLE	SLIGHT DIFFERENCE	NOTICEABLE DIFFERENCE	SIGNIFICANT DIFFERENCE	WIDESPREAD DIFFERENCE
Range of Scores	0	1-3	4-6	7-9	10-12
Score					
Criteria v – This issue concerns a large proportion of the Councillors					
RATING	NOT APPLICABLE	SINGLE COUNCILLOR	FEW COUNCILLORS	MAJORITY OF COUNCILLORS	ALL COUNCILLORS
Range of Scores	0	1	2	3	4
Score					
Criteria vi: The issue has a wide impact.					
RATING	NO IMPACT	IMPACT ON SMALL NO OF INDIVIDUALS	IMPACT AT WARD LEVEL	IMPACT ON NUMEROUS WARDS	BOROUGH WIDE IMPACT
Range of Scores	0	1	2	3	4
Score					
Total Score					

Please note that there are further criteria categories that will be considered by the Overview and Scrutiny Management Committee when discussing the potential review.

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Agenda Item 7.

TITLE	Consideration of the Current Executive Forward Programme
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 1 June 2015
WARD	None Specific
DIRECTOR	Andrew Moulton, Head of Governance and Improvement Services

OUTCOME

The Overview and Scrutiny Management Committee will be more aware of the items coming forward to the Executive.

RECOMMENDATION

For the Overview and Scrutiny Management Committee to consider the current Executive Forward Programme with a view to deciding which, if any, proposed decisions it would like to enquire into

SUMMARY OF REPORT

To present a copy of the current Forward Programme for Executive business so that it can be considered by the Committee

Background

As set out in attached Executive Forward Programme.

Analysis of Issues

None

Reasons for considering the report in Part 2
None

List of Background Papers
None

Contact Kevin Jacob	Service Governance and Improvement Services
Telephone No 0118 974 6058	Email kevin.jacob@wokingham.gov.uk
Date Thursday, 21 May 2015	Version No. 1.0

WOKINGHAM BOROUGH COUNCIL EXECUTIVE FORWARD PROGRAMME

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

MAY 2015 TO AUGUST 2015

Updated: 24 April 2015

Executive Meeting 28 May 2015

71 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
WBC758	Council Owned Companies' Business <i>Purpose: To consider various items related to the business of the Council owned companies, including their trading position</i>	Executive		Graham Ebers/ Stephen McGrail	Keith Baker	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
WBC759	Revenue Outturn 2014/15 <i>Purpose: To consider the Revenue Monitoring Outturn Report, including Treasury Management Indicators, to the end of the financial year and carry forward</i>	Executive		Graham Ebers/ Rob Stubbs	Anthony Pollock	N/A

	<i>requests</i>					
WBC760	Capital Outturn 2014/15 <i>Purpose: To consider the Capital Monitoring Outturn Report to the end of the financial year and carry forward requests</i>	Executive		Graham Ebers/ Rob Stubbs	Anthony Pollock	N/A
WBC762	Gypsy and Traveller Local Plan (GTLP) – Preferred Options Consultation <i>Purpose: To approve for public consultation the Preferred Options stage of the Gypsy and Traveller Local Plan</i>	Executive	Gypsy and Traveller Local Plan Preferred Options Consultation Document	Heather Thwaites/ Hannah Wilson	John Kaiser	N/A
WBC776	Tape Lane <i>Purpose: To demolish six defective properties and replace with new decent homes; subject to planning approval</i>	Executive	Business case	Stuart Rowbotham/ Simon Price	John Kaiser	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
WBC777	Gorse Ride South <i>Purpose: To commence a project to regenerate Gorse Ride South to include Cockayne Court.</i>	Executive	Initial architects drawings and outline business case. Full consultation will be carried out with the community and stakeholders	Stuart Rowbotham/ Simon Price	John Kaiser	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
WBC783	Adult Social Care Fees and Charges 2015/16 <i>Purpose: To amend the fees and charges for day centres.</i>	Executive		Stuart Rowbotham/ Steve Cross	Julian McGhee- Sumner	N/A

WBC786	New Secondary School in the South <i>Purpose: To update the Executive on progress and seek approval to changes to the funding of the project</i>	Executive		Judith Ramsden/ Heather Thwaites	Charlotte Haitham Taylor/ John Kaiser	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
WBC770	Wokingham Theatre – Grant of New Lease <i>Purpose: To approve the granting of a new lease to Wokingham Theatre Ltd</i>	Executive		Graham Ebers/Irene Kearns	Philip Mirfin	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

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Executive Meeting 30 June 2015

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
WBC765	Council Owned Companies' Business <i>Purpose: To consider various items related to the business of the</i>	Executive		Graham Ebers/ Stephen McGrail	Keith Baker	Yes – it is likely that part of the report will be considered at a private meeting of the Executive. This is because it

	<i>Council owned companies, including their trading position</i>					is likely that the report will contain information which is commercially sensitive and relates to the financial and business affairs of a person
WBC755	Library Offer <i>Purpose: To clearly demonstrate what residents can expect from the Wokingham Borough Council Library Service</i>	Executive	Library Offer Document	Heather Thwaites/Mark Redfearn	Pauline Jorgensen	N/A
WBC771	Acquisition of a Wokingham Town Centre Property <i>Purpose: To enable delivery of the Wokingham Town Centre Regeneration Masterplan</i>	Executive		Bernie Pich	Philip Mirfin	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
WBC781	New Lease for Property in Wokingham Town Centre <i>Purpose: To enable the regeneration of Wokingham Town Centre</i>	Executive		Bernie Pich	Philip Mirfin	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
WBC764	North Wokingham Distributor Road <i>Purpose: To consider the specification of a preferred route to form the basis of a planning application</i>	Executive	North Wokingham Distributor Road Refinement Report	Heather Thwaites/Stephen Bailey	John Kaiser	N/A
WBC774	Local Planning Enforcement Plan <i>Purpose: To set out how the</i>	Executive	Planning Enforcement Local Plan	Heather Thwaites/Marcia	John Kaiser	

	<i>planning enforcement service will be delivered in the Borough</i>		Consultation responses received	Head		
WBC741	Travelling to Wokingham Town Centre – Our Vision for the Future <i>Purpose: To agree the final version of the document for adoption</i>	Executive		Heather Thwaites/Matt Davey	John Kaiser	N/A
WBC773	Lease to Bowling Operator in Wokingham <i>Purpose: To enable redevelopment of the Carnival Pool site</i>	Executive		Bernie Pich	Philip Mirfin	N/A
75 WBC787	Adult Social Care Fees and Charges 2015/16 <i>Purpose: To consider the introduction of new fees and charges for Adult Social Care Services</i>	Executive	Changes to Charging for Adult Social Care Services from April 2015 report considered by Executive on 29 January 2015	Stuart Rowbotham/ Steve Cross	Julian McGhee-Sumner	N/A
WBC788	Procedure for Dealing with Special Event Temporary Closures on Public Rights of Way <i>Purpose: To determine how requests for Public Rights of Way closures are dealt with under S.16a of the Road Traffic Regulation Act</i>	Executive		Heather Thwaites/ Rebecca Walkley	Angus Ross	N/A

Executive Meeting 30 July 2015

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
WBC778	Council Owned Companies' Business <i>Purpose: To consider various items related to the business of the Council owned companies, including their trading position</i>	Executive		Graham Ebers/ Stephen McGrail	Keith Baker	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
76 WBC694	Revenue Monitoring 2015/16 – end of June 2015 <i>Purpose: To consider the Revenue Monitoring Report, including Treasury Management Indicators, to the end of June 2015</i>	Executive		Graham Ebers/ Rob Stubbs	Anthony Pollock	N/A
WBC695	Capital Monitoring 2015/16 – end of June 2015 <i>Purpose: To consider the Capital Monitoring Report to the end of June 2015</i>	Executive		Graham Ebers/ Rob Stubbs	Anthony Pollock	N/A
WBC772	Lease for New Army/Air Cadet Facility <i>Purpose: To relocate the army/air cadet facility in order to enable Carnival Pool site to be developed</i>	Executive		Bernie Pich	Philip Mirfin	N/A

WBC784	Shinfield Village Centre – Royal British Legion (RBL) <i>Purpose: To provide assistance to Shinfield Parish Council to acquire the RBL as part of the Village Centre Community Building</i>	Executive		Heather Thwaites/Mark Cupit	John Kaiser	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
WBC785	Health and Safety Annual Report 2014/15 <i>Purpose: To receive the annual Health and Safety report and agree priorities for the forthcoming year</i>	Executive		Graham Ebers/ Veronica Glenister	Pauline Jorgensen	N/A

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

Members of the Executive:-

(please note that names and titles below may be subject to change following the Annual Council meeting on 21 May 2015)

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

Note:

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

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

Ref No	Subject	Original Scheduled Date	Notes
WBC654	Country Parks Vision	27 Mar 14	Further refining of the scope of this work is taking place to take account of the whole range of Country Parks on offer within the Borough including those coming through new development. A vision/strategy will be presented later in the year.
WBC673	Wokingham Town Car Parks Strategy Renamed: Wokingham Town Centre Car Parks Management Plan (WBC741) Renamed: Travelling to Wokingham Town Centre – Our Vision for the Future	27 Mar 14 29 Jan 15 19 Feb 15	Deferred as further information is required to help clarify some of the proposals within the plan. A report is scheduled to be considered at the June meeting.
WBC747	My Journey Travel Smartphone App and Website	29 Jan 15 26 Mar 15	Deferred pending clarity about some specific elements of the project. Date to be confirmed.
WBC755	Library Offer	26 Mar 15	Deferred in order that further consultation work can be carried out. Report to be considered at the June meeting.
WBC770	Wokingham Theatre – Grant of New Lease	26 Mar 15	Deferred in order to provide additional time for negotiations on amendments to the lease. Report to be considered at the May meeting.
WBC771	Acquisition of a Wokingham Town Centre Property	28 May 15	Deferred to June Executive in order to enable negotiations to progress further.
WBC764	North Wokingham Distributor Road	28 May 15	Deferred to June Executive in order to carry out further work on the business case and

			feasibility study
WBC774	Local Planning Enforcement Plan	28 May 15	Deferred to June Executive in order to allow further consideration of the consultation responses
WBC773	Lease to Bowling Operator in Wokingham	28 May 15	Deferred to June Executive as negotiations with the operator were moving slower than originally anticipated.
WBC772	Lease for New Army/Air Cadet Facility	28 May 15	Deferred to July Executive due to negotiations moving slower than originally planned.
WBC782	Civil Parking Enforcement	28 May 15	Deferred as further modelling work is required. Date to be confirmed
WBC775	Allocation of Development Sites to Wokingham Housing Limited	28 May 15	Deferred in order to resolve some issues regarding the planning applications and parking arrangements for some of the sites. Date to be confirmed.