



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 27 JULY 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 17 July 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

Tim Holton (Chairman)	Michael Firmager (Vice-Chairman)	Prue Bray
UllaKarin Clark	Kate Haines	Pauline Helliard-Symons
John Jarvis	Norman Jorgensen	Dianne King
Ken Miall	Malcolm Richards	Shahid Younis

Substitutes

Laura Blumenthal	Lindsay Ferris	Abdul Loyes
Rachelle Shepherd-DuBey		

ITEM NO.	WARD	SUBJECT	PAGE NO.
10.		APOLOGIES To receive any apologies for absence	
11.		MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Meeting held on 1 June 2015	9 - 18
12.		DECLARATION OF INTEREST To receive any declarations of interest	
13.		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	
14.		MEMBER QUESTION TIME To answer any member questions	

- | | | |
|-----|--|---------|
| 15. | <p>BALANCED SCORECARD 2014/2015 QUARTER 4</p> <p>To consider the Balanced Scorecard for the 4th Quarter of the 2014/2015 financial year. This is the final report under the Council's previous performance management report and future reports will reflect the new format as brought to the Committee in March 2015.</p> | 19 - 28 |
| 16. | <p>CONSIDERATION OF THE CURRENT EXECUTIVE FORWARD PROGRAMME</p> <p>To consider the current published version of the Executive Forward Programme</p> | 29 - 38 |
| 17. | <p>HOUSE OF MULTIPLE OCCUPATION - OVERVIEW AND SCRUTINY REVIEW SUGGESTION FROM COUNCILLOR PARRY BAATH</p> <p>To consider an Overview and Scrutiny Review Suggestion Form submitted by Councillor Parry Baath with regard to the Council's approach to houses of multiple occupation, (HMOs).</p> | 39 - 42 |

The Committee is asked to consider whether it wishes to take any further action in respect of the suggestion taking into consideration the Committee's adopted criteria reviewing review suggestions. These are:

- 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?

- 18. COMMITTEE WORK PROGRAMMES** **43 - 72**
To discuss the work programme of the Overview and Scrutiny Management Committee and Overview and Scrutiny Committees
- 19. UPDATE REPORTS FROM CHAIRMEN OR NOMINATED MEMBER OF THE OVERVIEW AND SCRUTINY COMMITTEES** **73 - 74**
For the Chairman or nominated Member of the Committee to report back in its activities including any requests to undertake reviews. Any written reports available are included in the Agenda.
- 20. 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 1 JUNE 2015 FROM 7.30 PM TO 9.45 PM

Committee Members Present

Councillors: Tim Holton (Chairman), Michael Firmager (Vice-Chairman), Prue Bray, Norman Jorgensen, Ken Miall, Malcolm Richards, Shahid Younis, Kate Haines, UllaKarin Clark and Dianne King

Other Councillors Present

Councillor: Pauline Jorgensen

Officers Present

Kevin Jacob, Principal Democratic Services Officer
Stuart Rowbotham, Director of Health and Wellbeing
Alan Stubbersfield, Head of Learning and Achievement
Rob Stubbs, Head of Finance

1. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 24 March 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 62: Had the resolved action under 2) been actioned? Kevin Jacob confirmed that the clerk to the Children's Services Overview and Scrutiny Committee and Chairman had been informed of the Committee's request that it seek assurance of the level of performance of Indicator 5 Safeguarding;
- Minute 63: Had the resolved actions under 2) and 3) been actioned? Kevin Jacob commented that the ways to minimise delays in the performance management reporting schedule would be in considered in setting future Committee dates and that ways to circulate performance management information as soon as possible after Executive Briefings had considered;
- Minute 64: Had the resolved action 2) been actioned? Kevin Jacob confirmed that the Committee's request that it be consulted on the draft grass cutting contract specification had been passed onto the Executive Member for Environment and Head of Community Services;
- Minute 65: Had the resolved action under 2) been actioned? Kevin Jacob commented that Officers had been informed of the Committee's request that they provide a further update to the Committee following further stakeholder engagement;
- Minute 66: Had the resolved actions under 4) and 5) been actioned. Kevin Jacob responded that an item on emergency alert mechanisms had been scheduled for the Committee meeting in November 2015, but that he had not yet been actioned 5);
- Minute 68: The Chairman commented that he had written to the Leader of the Council to express the Committee's concerns regarding the cancellation of reports to the Executive concerning the business of Council owned companies and therefore he had been pleased to note that the May Executive Agenda had included a Council companies report.

The Chairman also commented that he had asked Officers in future to produce a list of the actions arising from each meeting.

2. APOLOGIES

Apologies for absence were submitted from Pauline Helliard-Symons and John Jarvis.

3. DECLARATION OF INTEREST

A declaration of interest was submitted from Norman Jorgensen on the grounds that his wife Pauline Jorgensen had submitted a scrutiny review suggestion concerning potholes and road maintenance.

4. PUBLIC QUESTION TIME

There were no public questions.

5. MEMBER QUESTION TIME

There were no Member questions.

6. CHANGES TO THE OVERVIEW AND SCRUTINY COMMITTEE STRUCTURE

The Committee considered a report setting out proposed changes to the Overview and Scrutiny committee structure by the disbanding of the Community Partnerships Overview and Scrutiny Committee and the transfer of its functions to the Corporate Services Overview and Scrutiny Committee. The Chairman had agreed that the item be considered as an urgent item and copies of the report circulated to the Committee with a Supplementary Agenda.

The Chairman presented the report and commented that he recognised that the timing of the report had not been ideal in that the annual Council meeting had recently taken place. However, the consideration of the work programme of the Council's overview and scrutiny committees for 2015/2016 had provided an appropriate opportunity to consider whether the committee structure should be amended.

At the invitation of the Chairman, Councillors Younis and Jorgensen gave their views as the Chairman of the Community Partnerships Overview and Scrutiny Committee and the Corporate Services Overview and Scrutiny Committee. Councillor Younis commented that he recognised that the whilst the two Committees had been established in 2013 with different Terms of Reference, the work load of the Community Partnerships Overview and Scrutiny Committee had decreased over time and taking account of the expected workload for 2015/2016 it was not the best use of resources to maintain the Committee. Councillor Jorgensen commented that he felt the additional workload could potentially be accommodated by the Corporate Services Overview and Scrutiny Committee, but this would need to be carefully monitored. He asked Members to take into consideration that Members of the Corporate Services Overview and Scrutiny would be involved in a review of Commuter Parking.

In discussing the proposal, the following points were made:

- The focus of Community Partnerships had been external partnerships. This was still an important area of work for the Council moving forward and would need to be retained within overview and scrutiny;
- Could the Committee be put into a dormant state? Yes, this could happen, but in those circumstances the Members would remain appointed and the Chairman would continue to be entitled to receive a Special Responsibility Allowance;

- Consideration would need to be given to renaming the Corporate Services Overview and Scrutiny Committee to reflect its expanded role. Members were encouraged to submit ideas for a new name to Kevin Jacob
- The outstanding work of the Community Partnerships Overview and Scrutiny Committee in looking at Outside Bodies should be completed and the its scheduled meeting of 15 June 2015 go ahead.
- Would the number of Members on the Committee be sufficient? It was felt that eight Committee Members would be sufficient.

RESOLVED: That the Committee recommends to Council that the Community Partnerships Overview and Scrutiny Committee be disbanded as of 24 July 2015 and its functions and responsibilities be transferred to the Corporate Services Overview and Scrutiny Committee.

7. CONSIDERATION OF REQUESTS FOR OVERVIEW AND SCRUTINY REVIEWS 2015/2016 AND COMMITTEES WORK PROGRAMME 2015/2016

The Committee considered a report on Agenda pages 17 to 67 which set out details of the ongoing work programme of the Overview and Scrutiny Management Committee and the Overview and Scrutiny Committees together with a list of new scrutiny suggestions received for the 2015/2016 municipal year. The Committee was reminded that the purpose of the item was to decide whether a suggestion should be progressed to a review or not.

Prior to the discussion of the items, the Chairman outlined the arrangements that would be followed for individuals to introduce their suggestions.

Kevin Jacob advised the Committee in considering the suggestions to take account of the review selection criteria set out on Agenda page 18 which were:

- 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?

He also asked the Committee to bear in mind the limited resources available within the Democratic Services Team to support any new review and also drew its attention to the scrutiny reviews that were currently in progress.

Consideration of the individual scrutiny reviews is set out below:

The Potential Impact and Consequences of the New Government's Right to Buy Scheme – Councillor Rachelle Shepherd-DuBey

Members were referred to the detail of the suggestion form as set out on Agenda pages 51 to 51 which asked for a review to be undertaken into the potential impact of the new

Government's Right to Buy Scheme on the Council's housing stock, the Borough's Housing Needs Register, residents in need of housing and overall available housing.

Councillor Prue Bray presented the suggestion on behalf of Councillor Shepherd-DuBey's and commented that whilst the detail of the proposals was not yet known, there was the potential for the proposed changes to have a significant impact on the Council, both in financial terms and for people on the housing waiting list. It was important to plan for the impacts and where possible mitigate against the potential negative impacts of the scheme.

In discussing the suggestion, Members felt that it raised important issues that needed to be explored. It was felt that the changes could potential affect the council's approach to the provision of social housing, including upon the Council's own housing company. However, it was also noted that until more detail was available on the Government's proposals it would be premature to start a review.

It was agreed that the review should be referred to the Corporate Services Overview and Scrutiny Committee for a review to commence in late 2015.

Road Repairs – Councillor Pauline Jorgensen

Members were referred to the detail of the suggestion form as set out on Agenda pages 55 to 57 which asked for a review of road repairs, specifically, quality control, contract management, planning and prioritisation, scheduling, repair life and management of utilities work.

Councillor Pauline Jorgensen attended the Committee and presented the suggestion. She commented that she was concerned that it was difficult for residents and local Members to know when road repairs were to be completed and serious concerns existed regarding the quality of the repairs being made. The Committee was informed by Councillor Jorgensen that it was her understanding from conversations she had had with John Kaiser, the Executive Member for Planning and Highways that new initiatives were around planned around the arrangements for notification of residents and local Members were planned to be introduced shortly. In light of this she suggested the initiatives should be given time to bed in and the issues looked at in the autumn of 2015, with a potentially fuller review around May 2016.

In discussing the suggestion, Member made the following points:

- It was felt by all Members that arrangements for notification of local Members of road repairs to be undertaken was not as effective as it had once been;
- Quality of repairs and their longevity was a concern;
- That development often had a negative effect on the state of local roads in the vicinity of new developments. It was unclear how this was mitigated;
- It was felt to be difficult to access information on planned repairs;
- Was it correct that the Council did not plan to adopt roads within Strategic Development locations;
- Was the council planning for the upkeep of new roads built as part of the Strategic Development Process

It was agreed that the suggestion should be delegated to the Corporate Services Overview and Scrutiny Committee for an initial report to its November 2015 meeting to include impact of expected initiatives around customer service and public and ward Member road repair notifications.

The process around setting of school budgets and the funding allocation to schools – Robb Stubbs Head of Finance

Members were referred to the detail of the suggestion form as set out on Agenda pages 59 to 60 which asked for a review of the process around the setting of school budgets and the funding allocation to schools. Rob Stubbs, Head of Finance and Alan Stubbersfield, Head of Learning and Achievement attended the meeting and presented the suggestion.

Roy Stubbs explained that the level of funding available to schools from the Government through schools grants was increasingly under pressure. There had been an increase in the number of schools requesting licensed deficits. The role of the Schools Forum in considering how funding was allocated to schools was increasingly under scrutiny and some tensions had emerged in the relationships between schools, the Schools Forum and the Council. In addition it was expected that as part of the Ofsted inspection process an assessment would be made of schools' financial management which was felt would further increase the profile of their financial position.

There was also a need for a discussion around to what degree the financial challenges faced by schools were as a result of Government decisions or which were decisions within the Council's control.

In discussing the suggestion, the following points were made:

- The number of schools expressing concern regarding their financial circumstances was increasing and Members were aware that more schools were asking for licensed deficit permission. They also felt that some schools had concerns over the transparency of decisions and that some felt 'done to' rather than involved in the process;
- The Committee was informed that the Department for Education had not yet finally confirmed funding figures for the 2015/2016 financial year;
- The Director Children's Services and the Director Finance and Resources had delegated authority to approve school licensed deficits;
- There was a range of schools with licensed deficits to schools with significant reserves;
- It was felt that part of the reasons for schools anxiety around funding stemmed from comparisons with the funding of schools within Reading Borough which received higher levels of funding through the national funding formula because of factors such as deprivation, level of educational need and rates of English as an additional language. Members commented that it was worth considering how the Government might be influenced with regards to the national funding formula;
- Members were informed that the authority distributed funds to all schools including academies, but that the funding for academies came from the Education Funding Agency;
- The Council had some flexibility in setting its local funding formula, but had to adhere to strictly set national guidelines.

It was agreed to refer the issue to Children's Services Overview and Scrutiny Committee for a review and that as a part of any review should include looking at the national funding formula and opportunities to influence Government.

The Better Care Fund – Stuart Rowbotham, Director of Health and Wellbeing.

Members were referred to the detail of the suggestion form as set out Agenda pages 61 to 64 which asked for a review to be undertaken into the major changes the Better Care Fund

would bring to health and social care services in Wokingham. Stuart Rowbotham, Director of Health and Wellbeing attended the meeting and presented the review suggestion to the Committee.

The Committee was informed that as Members were no doubt aware, the outlook for health and social care services was extremely challenging. Part of the solution to this was the development of integrated social and care services and the purpose of the Better Care Fund was to enable health and social care crossover. The size of the Better Care Fund was originally £3.8bn, which had been subsequently increased to £5.3 by top slicing.

The Wokingham Health and Wellbeing Board had already undertaken a lot of work under this agenda and Members were referred to none schemes within the Better Care Fund umbrella as set out on Agenda page 62. Stuart Rowbotham commented that his was aware that the scale of the suggested review was a challenge and suggested that if a review was undertaken Members might wish to focus on the following aspects which in his view would have a significant impact on the Council:

- Health and Social Care Hub
- Integrated Short Term Health and Social Teams
- Connected Care
- Neighbourhood clusters, Primary prevention and Self-Care

He commented that a scrutiny review would add value by seeking assurance that the governance of these projects was working effectively and that the benefits of reorganisation and integration were clear and proven.

In discussing the suggestion, the following points were raised:

- Whilst the potential significance of the changes was apparent, the subject was very large and complex area and it was difficult to establish where to start;
- Members of the Committee commented that it was difficult to see how a review could add value;
- It was accepted that the Council had to take action to respond to the impact of health and social care integration;
- The target date of review should be April 2016;
- That if a review was undertaken it should be further targeted. A number of Members referred to difficulties that their constituents had faced in accessing General Practice services and it was felt that this and implication of the development of Neighbourhood clusters, Primary prevention and Self-Care.

It was agreed to refer the issue to the Health Overview and Scrutiny Committee for a review to focus on the implications of Neighbourhood clusters, Primary Prevention, Self-Care and Access to General Practice.

The Process around the Allocation of School Places in Maiden Erlegh - Councillor David Chopping

Members were referred to the detail of the suggestion form as set out on Agenda pages 53 to 54 which asked for a review to be undertaken into 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. The Committee also consider a note to the Committee from Councillor Chopping which gave additional information to support his request.

Prior to the general discussion on the suggestion, the Chairman invited Councillor Younis to make his observations as Vice-Chairman of the Children's Services Overview and Scrutiny Committee. He commented that he had spoken with the appropriate Officers concerning the issues raised in Councillor Chopping's suggestion. It was recognised that there had been an issue for a number of parents within the Earley area this year in obtaining places at their preferred primary school, but across the Borough there was a sufficient number of primary places and the forecasting of the number of places required was considered to be correct. The pressure for places within Early had been increased by the popularity of Earley schools amongst residents of Reading Borough who were entitled to apply for places. It was anticipated that there would continue to be pressure on places with no big demographic changes in 2016/2017 before a reduction in demand was expected in 2018/2019.

In discussing the suggestion, the majority of Members felt that the issues around the forecasting of the demand for primary school places as well the process around the allocation of primary places were of current and local concern to parents across Earley, but particularly within the Maiden Erlegh ward. It was felt that the issues should be explored further and potentially a scrutiny review undertaken although the point was also made that the situation in Wokingham where there was a sufficient number of places in total was fundamentally different from areas where local authorities had not been able to provide sufficient places within their areas. A summary of the issues raised by Members included:

- What could be considered to be a reasonable distance and the difference between radial and walking routes distances;
- It was recognised that the forecasting of places was a very difficult process and subject to a lot of variances. How was forecasting of school places undertaken? Could the Council improve upon the sources of data available to it as part of the forecasting process by more developing innovative ways of gathering data, for example working with estate agents, doctors surgeries etc. to provide people moving into the area with a form that new residents could voluntarily return with information on the number of pre-school children in their household or using the opportunity of people registering to vote to ask them to voluntarily supply this information;
- The impact of the greater turnover of houses in the Earley area and the decrease in the turnover of the pupils;
- The operation of school designated areas, oversubscription criteria and the statutory stipulations on how these could be drafted;
- The operation and impact on the admissions process of the expression of preferences by parents in applying for primary school places and the information available to parents on expressing preferences;
- The measures put place to validate addresses as part of the admissions process.

Kevin Jacob commented that school admissions was a difficult area for overview and scrutiny in that the Council's ability to set its own policy was heavily proscribed by statute, particularly by the School's Admission Code. He suggested that if Members were minded to look into the issue, they consider suggesting to the Children's Services Overview and Scrutiny Committee that it receive an initial background report on admissions policy and primary place forecasting.

It was agreed to refer the suggestion to the Children's Services Overview and Scrutiny Committee for an initial report and potential review on pupil place planning and processes

for the allocation of places across the Borough particularly Earley to include information for parents on choosing preferences.

RESOLVED:

- 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 a Work Programme for the Overview and Scrutiny Management Committee and Overview and Scrutiny Committees be developed on the basis of the Committee's discussion.

8. CONSIDERATION OF THE CURRENT EXECUTIVE FORWARD PROGRAMME

The Committee considered an updated version of the Executive Forward Programme which had been circulated to Members separately.

RESOLVED: That the Executive Forward Programme as circulated at the meeting be noted.

**OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE
TRACKING NOTE 2015/16**

ITEM NO.	ITEM/SUBJECT	OFFICER RESPONSIBLE	DATE OF MEETING	DUE DATE	COMMENTS	RESPONSE
1.	<p>Minute 6 Changes to the Overview and Scrutiny Committee Structure</p> <ul style="list-style-type: none"> It was agreed to recommend to Council that the Community Partnerships O & S Committee be disbanded as of 24 July 2015 and its functions transferred to the Corporate Services O & S Committee 	Kevin Jacob	01.06.15	23.07.15		
2. 15	<p>Minute 7 Consideration of Requests for Overview and Scrutiny Reviews 2015/2016 and Committees Work Programme 2015/2016</p> <ul style="list-style-type: none"> That a Work Programme for the Overview and Scrutiny Management Committee be developed on the basis of the Committee's discussion. 	Kevin Jacob	01.06.15	27.07.15	Request from the Committee that the O & S Committees consider scrutiny review requests passed to them or receive appropriate briefings	
3.						

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Agenda Item 15.

TITLE	Balanced Scorecard – 2015/16 Quarter 4 report
FOR CONSIDERATION BY	Overview & Scrutiny Committee on 27 July 2015
WARD	None specific
STRATEGIC DIRECTOR	Andrew Moulton, Head of Governance & Improvement Services

OUTCOME

Improved performance in those areas of activity that are seen as a priority for the Council.

RECOMMENDATION

- To note the latest scorecard of performance indicators and agree any corrective action required.

SUMMARY OF REPORT

The areas of performance for 2014/15 are as follows:

Green	50	78%
Amber	9	14%
Red	5	8%
Total	64	

The report demonstrates a strong performance across the council for the year with most of the indicators performing at or above the target.

At its meeting on 24 November, Overview and Scrutiny Committee agreed to continue to monitor Indicator 25 – this measures the number of households prevented from becoming homeless.

This indicator remains at red for Q4, with a 100% increase in the year of homelessness presentations. Further commentary is provided in the report.

Background

Work is continuing to improve the performance reporting framework to reflect financial, staffing, and operational/project information. This report will be the last time the Balanced Scorecard will be reported in this format. For 15/16 there will be a Council Plan Performance Monitoring report, linking performance against the Council's main priorities and with the inclusion of Major Projects.

Analysis of Issues

None

List of Background Papers

None

Contact Andrew Moulton	Service Governance & Improvement
Telephone No 07747 777298	Email andrew.moulton@wokingham.gov.uk
Date 22 May 2015	Version No. 1

No	Indicator	Frequency of Reporting	Comparator Period	Baseline Performance	Target 2013/14	Target 2014/15	High or Low score is good	Year End/ March Score	Year End/ March RAG	Exec Member	Strat Director	Indicator commentary
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Full Report

Human Resources

1	Absence, number of working days lost to sickness	Quarterly	Prev Year	5.97	7	6.8	Low	5.4	Green	Pauline Jorgensen	Graham Ebers	-
2	Turnover of staff	Quarterly	Prev Year	10 - 15%	10 -15%	10-15%	Low	13.05%	Green	Pauline Jorgensen	Graham Ebers	-

Children Safe

5	Safeguarding: Children subject to a Child Protection Plan for a second or subsequent time	Quarterly switched to monthly reporting	Previous quarter	See note	12 to 14%	12 to 14%	Low	13%	Green	Charlotte Haitham Taylor	Judith Ramsden	-
5B	Safeguarding: Children subject to a Child Protection Plan lasting over 2 years	Quarterly switched to monthly reporting	Previous quarter		For CLT only. Internal target of 3-7%no target yet set	3 to 7 %	Low, but not too low	0.00%	Green	Charlotte Haitham Taylor	Judith Ramsden	-
6	Safeguarding: % of referrals that are repeat referrals to Children's Social Care	Quarterly switched to monthly reporting	Previous quarter	See note	20 to 23%	20 to 23%	Low	19.90%	Green	Charlotte Haitham Taylor	Judith Ramsden	-
7	Safeguarding: % of assessments completed within 45 working days	Quarterly switched to monthly reporting	Previous quarter	New indicator	75 to 85% (Focus on timeliness and quality)	75 to 85% (Focus on timeliness and quality)	High	83.60%	Green	Charlotte Haitham Taylor	Judith Ramsden	-
8	Looked after children: % of children who have had three or more placements within the year	Quarterly switched to monthly reporting	Previous quarter	See note	7 to 9%	7 to 9%	Low	1.30%	Green	Charlotte Haitham Taylor	Judith Ramsden	-
9	Looked after children: % of children achieving permanence	Quarterly switched to monthly reporting	Previous quarter	See note	16 to 18%	16 to 18%	High	25.70%	Green	Charlotte Haitham Taylor	Judith Ramsden	-

No	Indicator	Frequency of Reporting	Comparator Period	Baseline Performance	Target 2013/14	Target 2014/15	High or Low score is good	Year End/ March Score	Year End/ March RAG	Exec Member	Strat Director	Indicator commentary
Narrowing the Gap												
10	Key Stage 2 attainment: The gap between the performance of those children eligible for Free School Meals and their peers	Annual	Previous year	Summer 2012 FSM 53% Non FSM 84% NTG 31pp	Gap of around 25 percentage points.		Low	Summer 2014 FSM6 65.1% Non FSM6 87.0% NTG 21.9 pp	Green	Charlotte Haitham Taylor	Judith Ramsden	The FSM6 gap monitors the gap in achievement between children who have received free school meals at some point in the last 6 years and children who have not. The FSM6 gap has reduced from 29.3 percentage points (pp) in 2013 to 21.9 pp in 2014.
11	Key Stage 4 attainment: The gap between the performance of those children eligible for Free School Meals and their peers	Annual	Previous year	Summer 2012 FSM 26.2% Non FSM 67.8% NTG 41.6pp	Gap of around 35 percentage points.		Low	Summer 2014 FSM6 35.6% Non FSM 68.0% NTG 32.4 pp	Green	Charlotte Haitham Taylor	Judith Ramsden	5 A* - C including English and Maths. Published February 2015 at https://www.gov.uk/government/statistics/gcse-and-equivalent-attainment-by-pupil-characteristics-2014 The gap in FSM was 42.5 in 2012/3 NB The gap for disadvantaged pupils was slightly larger than that for FSM at 33.8% (Disadvantaged 36.8% and others 70.6%)
12	% of young people who are classified as Not in Education, Employment or Training (NEET)	Quarterly	Corresponding quarter for previous year	See note	Below 4.5% at year end	Below 4.5% at year end	Low	2.30%	Green	Charlotte Haitham Taylor	Judith Ramsden	-
13	% of young people in vulnerable groups[5] who are classified as Not in Education, Employment or Training (NEET)	Quarterly	Corresponding quarter for previous year	New indicator	Cohort too small – should simply aim for a reduction over the year	Cohort too small – should simply aim for a reduction over the year	Low			Charlotte Haitham Taylor	Judith Ramsden	The NEET population is complex, and the definitions have changed for reporting. In October 173 (80%) of young people with LDD were in EET (the rest were either NEET or "unknown") There are 14 young parents in years 12 – 14, all of whom are not available for education or training.
14	Youth Offending: first time entrants to the Youth Justice System	Quarterly	Previous quarter	Baseline 2012/13 Q1 - 8, Q2 - 4, Q3 - 7, Q4 - 10	Reduction on previous year (nationally subject to revised definition for 2013/14)	Reduction on previous year (nationally subject to revised definition for 2013/14)	Low	29	Green	Charlotte Haitham Taylor	Judith Ramsden	-
15	Youth Offending: rate of re-offending	Quarterly	Previous quarter	2012/13 24.3%	Reduction on previous year	Reduction on previous year	Low	0.212	Green	Charlotte Haitham Taylor	Judith Ramsden	March data not yet available from the Youth Justice Board, So December 2014 data supplied
Opportunity for All												
16	Key Stage 2 attainment: % of pupils achieving Level 4 in both English and mathematics	Annual, (two updates – provisional and final)	Previous year	2011/12 Average all pupils 89%	Average all pupils 90%		High	Summer 2014 85%	Green	Charlotte Haitham Taylor	Judith Ramsden	The summer 2014 national average is 79%
17	Key Stage 4 attainment: % of pupils achieving 5+A*-C GCSEs (inc English and mathematics)	Annual (two updates – provisional and final)	Previous year	2011/12 Average all pupils 65.6%	Average all pupils 70%		High	Summer 2014 66%	Green	Charlotte Haitham Taylor	Judith Ramsden	The data for summer 2014 is based on the new DfE definition, which only counts a pupil's first attempt at an examination. Indications from schools suggest that around 73% of pupils will have achieved the old measure, which allowed for resits.
18	Raising standards in schools: % of schools in Ofsted categories of good or better	Quarterly	Previous quarter	Dec 2012 published data, (43 schools), 72.0%	78% (46 schools)	78% (46 schools)	High	84.5% (49 schools)	Green	Charlotte Haitham Taylor	Judith Ramsden	The data shown is from the Ofsted Data View site as at 05/01/2015, although this reflects the situation at the end of August 2014. 77% of primary schools in Wokingham are at Good or Better as at July 2014.
18a	Raising standards in schools: % of primary schools in Ofsted categories of good or better	Quarterly	Previous quarter		78% (40 schools)	78% (40 schools)	High	83% (41 schools)	Green	Charlotte Haitham Taylor	Judith Ramsden	
18b	Raising standards in schools: % of secondary schools in Ofsted categories of good or better	Quarterly	Previous quarter		78% (6 schools)	78% (6 schools)	High	89% (8 schools)	Green	Charlotte Haitham Taylor	Judith Ramsden	
Adult Social Care – outcomes – these measures relate to safety and quality of life												

No	Indicator	Frequency of Reporting	Comparator Period	Baseline Performance	Target 2013/14	Target 2014/15	High or Low score is good	Year End/ March Score	Year End/ March RAG	Exec Member	Strat Director	Indicator commentary
19	Proportion of people using social care who receive self-directed support, and those receiving direct payments	Quarterly	Previous quarter	SE average 61% @ qtr3 2012	68% by qtr 1, 70% by qtr 2, 70% by qtr 3, 70% by qtr 4	68% by qtr 1, 70% by qtr 2, 70% by qtr 3, 70% by qtr 4	High	63.60%	Red	Julian McGhee-Sumner	Stuart Rowbotham	<p>We continue to encourage the use of DP's throughout the pathway the proposed introduction of pre paid cards may assist with the take up.</p> <p>A local performance indicator is monitored to give a more accurate picture of current performance. This indicator looks at performance at the end of the month, rather than the full year. We are currently achieving 87.1% for this local performance measure.</p> <p>As part of our year end work we have identified a cohort of people whose data was entered into the system incorrectly. We are working with the FWi IT Support team to rectify this recording issue and it will be reflected correctly in our statutory reporting to the Department of Health.</p>
20	Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services ** (NHSOF 3.6i)	Last Quarter of the Year	Previous year	National average 2011/12 82.6%	85%	85%	High	-	-	Julian McGhee-Sumner	Stuart Rowbotham	Data for 2014/5 will not be available until late May, as it is based on a specified sample of activity in the period January - March 2015
21	Delayed transfers of care from hospital, and those which are attributable to adult social care.	Monthly	Previous month	National average 2011/12 = 3.8	An average of 2.5 delays a month (Social Care)	An average of 2.5 delays a month (Social Care)	Low			Julian McGhee-Sumner	Stuart Rowbotham	We have a post focussed on finding nursing and residential home placements which is proving to be very successful and is not only finding the placements but is obtaining lower costs. Indicator is reported in arrears, February is the most recently available data
Adult Social Care – accessing or understanding the social care pathway												
22	The proportion of people who use services and carers who find it easy to find information about support	Annually	Previous year	Self reported (annual survey), Last reported	80%		High	-	-	Julian McGhee-Sumner	Stuart Rowbotham	No data collected
Tenant Services												
23	Percentage and number of properties with valid Gas Safety Certificate	Monthly	Previous month	LGSR completed	100% gas safety compliance	100% gas safety compliance	High	99.60%	Amber	John Kaiser	Stuart Rowbotham	At the end of the financial year the percentage of properties that are gas compliant is 99.60%, with 10 CP12s outstanding. Of the 10 CP12s outstanding, 4 are more than 1 month overdue. Of these 4 non-compliant properties, 2 are to receive Housing Officer visits, 1 has been passed to the WBC legal team for further action and 1 will receive an injunction from the service after numerous attempts to enter the property were denied.
24	The Percentage of Tenant Services homes that meet the decency standard.	Monthly	Previous year	N/A	100% Decency by March 2015.	100% Decency by March 2015.	High	95%	Green	John Kaiser	Stuart Rowbotham	<p>The service has met and exceeded the required number of decent homes for the two year programme and have delivered 915 decent homes in 2014/15, significantly over the HCAs target of 629. We have also committed to works that exceed the HCAs grant level and will be claiming the last tranche of the grant for 2014/15 bringing the total grant received up to the full allocation of £2,940,939 for the year.</p> <p>There are 132 properties still to have works undertaken.</p> <p>Decency does not stand still and the Investment Delivery Programme will be implemented to maintain decency over the new financial year.</p>
67	The number of days taken to re-let a void property, both General Needs (GN) and Sheltered (S) and both combined (GN&S).	Monthly	Previous year	benchmarking partners HouseMark	28 Days	28 Days	Low	27	Green	John Kaiser	Stuart Rowbotham	<p>March saw a rise in the overall re-let times for void properties by 2 days, from 25 to 27. General Needs properties saw a fall of 3 days in re-let times when compared with February (from 30 days to 27 respectively). Sheltered re-let times saw a big rise, from 11 days in February to 26 in March. It is positive to note that throughout the whole of this financial year, re-let times for all properties (General Needs and Sheltered combined) were below target and highlights the excellent work of the voids team to meet this goal.</p> <p>A total of 173 properties were re-let this financial year, and of these 173, 101 were accepted on the first offer (59%). At the end of the year 19 properties were vacant (14 General Needs properties and 5 Sheltered).</p>
67a	The number of days taken to re-let a void property for Sheltered (S)	Monthly	Previous year	benchmarking partners HouseMark	28 Days	28 Days	Low	26	Green	John Kaiser	Stuart Rowbotham	
67b	The number of days taken to re-let a void property for General Needs (GN)	Monthly	Previous year	benchmarking partners HouseMark	28 Days	28 Days	Low	27	Green	John Kaiser	Stuart Rowbotham	
67c	The number of days taken to re-let a void property, combined (GN&S).	Monthly	Previous year	benchmarking partners HouseMark	28 Days	28 Days	Low	27	Green	John Kaiser	Stuart Rowbotham	
Housing Needs												

No	Indicator	Frequency of Reporting	Comparator Period	Baseline Performance	Target 2013/14	Target 2014/15	High or Low score is good	Year End/ March Score	Year End/ March RAG	Exec Member	Strat Director	Indicator commentary
25	That the number of households prevented from becoming homeless is double the number where homeless is inevitable and a re-housing duty is accepted.	Quarterly	Previous quarter	30/60	30/61	30/61	See note	15* (H) 8 (P)	Red	John Kaiser	Stuart Rowbotham	The homelessness acceptances for the final quarter are 15 making an annual total of 55. Homelessness presentations have increased by 100% this last year compared with the previous year. This huge increase in numbers of households losing their privately rented home also affects opportunities to prevent homelessness. A full report about homelessness activity in this last year, and projections for 15/16 will be presented to Members at AHIG. On a more positive note, although this indicator is red and numbers are high, spending in the overall cost centre was within budget in 14/15 and all households needing help have been assisted. Staff numbers (and employee costs) have not, to date, been increased.
26	That the number of households using the Rent in Advance Loan Scheme continues as an accessible and effective help to those in extreme housing need. The Accommodation Finder scheme continues to make excellent links with private sector providers and helps households move to a settled home.	Quarterly	Previous quarter	60/50	60/51	60/51	high	8 RIA 2 AF	Red	John Kaiser	Stuart Rowbotham	That the number of households using the Rent in Advance Loan Scheme continues as an accessible and effective help to those in extreme housing need. The Accommodation Finder scheme continues to make excellent links with private sector providers and helps households move to a settled home.
Health and Wellbeing – Improving health, wellbeing and quality of life												
27	Active People Survey - % residents taking part in physical activity 3 times per week for 30 minutes	Annually	Previous year	2010/11 = 38.1%, 2011/12 = 40.6%	41%		High	41%	Green	Angus Ross	Stuart Rowbotham	-
28	Visits to WBC leisure centres	Monthly	Previous Year	See indicator description	420,000	420,000	High	419,280	Green	Angus Ross	Stuart Rowbotham	-
29	Physical visits to libraries	Monthly	Previous year	See indicator description	465,000	465,000	High	518,750	Green	Pauline Jorgensen	Heather Thwaites	-
30	To reduce Road Casualties, (Killed and Seriously Injured)	Annually	Previous year	2010 = 37, 2011 = 46, 2012 = 38, 2013 = 53	41	then than pervious year	Low	50.00	Green	Keith Baker	Heather Thwaites	The number of KSI have reduced from last year. Our target is to achieve a reducing trend in the number of people killed or seriously injured compared to the 2004-2008 average. The overll trend contiues to be downwards. The council will continue to delivery an annual programme of Local Safety Schemes to reduce the risk of injury at accident cluster sites and will continue to provide road safety eduction , training and publicity across the borough.
Traffic congestion = tackling congestion in specific areas of the Borough												
31	Average travel time on chosen roads	Annually	Previous year	2011-2012 = 2.96	<= baseline	<= baseline	Low	3.16	Amber	Keith Baker	Heather Thwaites	Average time to travel a mile across all routes in the peak hour has increased very slightly from last year and is higher than the baseline (2011-12). Major Highways have increased congestion.
Waste and Recycling – improving waste collection, reducing landfill and increasing recycling												
32	% of Municipal waste land-filled	Annually	Previous year	2010/11 = 20.6%, 2011/12 = 15.3%, 2012/13 = 10%	16%		Low	-	-	Angus Ross	Heather Thwaites	Data collected by re3 annually with three months delay in confirming actuals
33	% of household waste recycled	Annually	Previous year	2010/11 = 41.1%, 2011/12 = 42.9%, 2012/13 = 41%	42%		High	-	-	Angus Ross	Heather Thwaites	Data collected by re3 annually with three months delay in confirming actuals
34	Spend per head on Countryside Service	Annually	Previous year	2010/11 = £4.12, 2011/12 = £3.82, 2012/13 = £3.75, 2013/14 = £2.50, 2014/15 = £2.04	<£3.60		Low	£2.04	Green	Angus Ross	Stuart Rowbotham	This figure covers both the statutory and non-statutory elements of the service

No	Indicator	Frequency of Reporting	Comparator Period	Baseline Performance	Target 2013/14	Target 2014/15	High or Low score is good	Year End/ March Score	Year End/ March RAG	Exec Member	Strat Director	Indicator commentary
Customer Satisfaction – improving the customer experience												
36	Overall satisfaction with highways and transport service	Annually	Previous year	2010/11 = 53.9%, 2011/12 = 54%, 2012/13 = 55.4%	>54%	>54%	High	53%	Amber	Keith Baker	Heather Thwaites	Compared to last year the overall satisfaction is very slightly higher but is less than the target. Analysis of the data shows generally small changes across all indicators. Main areas of dissatisfaction continue to be related to traffic levels and congestion.
Key Projects – delivering projects on time and on budget												
38	Key project – Station Link Road – milestones met	Monthly	Previous month	100%	>99%	>99%	N/A	100%	Green	John Kaiser	Heather Thwaites	Indicator for period relates to final Phases 4a & 5. New junction & roads aim to be fully commissioned for use 2nd/3rd May 2015 subject to Network Rail confirmation.
Managing our budgets effectively												
39	Underspend/ overspend against budget	Monthly	Previous month	N/A	£49,000 or less	£49,000 or less	N/A	-£122k	Green	Angus Ross	Heather Thwaites	Underspend is from Staffing Vacancies, Consultancy budget and Winter Maintenance. These figures are provisional.
76	Revenue Budget Monitoring Forecast Position (Council-wide)	Monthly	April	+/- 1% of Budget	£0 - +/- £1.125m	£0 - +/- £1.135m	N/A	-£27,000	Green	Anthony Pollock	Graham Ebers	Figures provisional due to year end processes
77	Capital Monitoring Forecast Position (Council-Wide)	Monthly	April	+/- 0.5% of Budget	£0 - +/- £3m	£0 - +/- £3m	N/A	-£100,000	Green	Anthony Pollock	Graham Ebers	Figures provisional due to year end processes
Income collection												
40	Council Tax collection	Monthly	Previous month	99.00%	98.85%	98.85%	High	99.51%	Green	Anthony Pollock	Graham Ebers	Exceeded Target
41	Business Rates collection	Monthly	Previous month	98.50%	98.50%	98.50%	High	99.77%	Green	Anthony Pollock	Graham Ebers	Exceeded Target
42	Housing rents collection	Monthly	Previous month	98.50%	98.00%	98.00%	High	102.04%	Green	Anthony Pollock	Graham Ebers	Exceeded Target
External customer satisfaction (support services)												
43	% first contact resolution - calls and emails	Monthly	Previous month	55%	65%	65%	High	69.7%	Green	Pauline Jorgensen	Graham Ebers	-
44	% of calls answered	Monthly	Previous month	93%	95%	95%	High	87.5%	Amber	Pauline Jorgensen	Graham Ebers	this is based on the total number of calls which come into the Contact Centre, taking out those which go to the call back facility or the customer hangs up.

No	Indicator	Frequency of Reporting	Comparator Period	Baseline Performance	Target 2013/14	Target 2014/15	High or Low score is good	Year End/ March Score	Year End/ March RAG	Exec Member	Strat Director	Indicator commentary
Internal Customer Satisfaction (support services)												
75	Internal customer satisfaction Procurement	Annually	Previous quarter	N/A	New	80%	High	69.00%	Amber	Pauline Jorgensen	Graham Ebers	This is a new PI added for 2014/15. Overall internal customer satisfaction for the Procurement Service was 69% satisfied or very satisfied based on a year-end customer survey. This is lower than the 80% target set, with the main area of dissatisfaction being around the engagement process with the Service. This was anticipated during the strategy review and service planning during the year, with the proposal to introduce Procurement Business Partnering to improve engagement and council-wide procurement effectiveness. Following restructuring, the BP team will be in place by June 2015 and we would expect this to improve in 2015/16.
Value for Money (support services)												
49a	Population served per Corporate Finance Staff Member	Annually	2010/11	Upper Quartile	Upper Quartile	2150	High	2193	Green	Anthony Pollock	Graham Ebers	Need to revise as Corporate Finance has now become Finance and includes Transactional Finance
49c	Cost of Corporate Finance as a % of organisational running costs	Annually	Mar-13	1%	Lower quartile	1%	Low	1%	Green	Anthony Pollock	Graham Ebers	Need to revise as Corporate Finance has now become Finance and includes Transactional Finance
49e	% variance between forecast outturn at month 9 and actual outturn at month 12	Annually	2013/14	0.25%	Balanced or Underspending	Within 0.5% of Budget	Low	0.02%	Green	Anthony Pollock	Graham Ebers	-
49g	The cost of the HR service per employee against comparators in neighbouring LA's	Annually	2012-2013		Lower quartile	Lower quartile	low	£419.61	Green	Pauline Jorgensen	Graham Ebers	HR running costs budget per employee is £419.61 which is 18.18% lower than the public sector median 50.27% lower than the private sector median Comparison against neighbouring authorities is not available.
Project Delivery												
52	Technology Futures Programme status	Monthly	Previous month	"Green" status	Green	Green	N/A	-	Green	Pauline Jorgensen	Graham Ebers	-
53	WISER project status	Monthly	Previous month	"Green status	Green	Green	N/A	-	Green	Pauline Jorgensen	Graham Ebers	Wiser went live on 1st Sept as planned. Overall it is delivering service but two areas are not fully functional. The project board has an action plan for this and is closely monitored. Support team now in place and functioning well.
Sustainable Communities												
54	Number of dwellings completed	Annual	Previous year	273 (11/12)	1232		High	451 (net) (2014/15)	Amber	John Kaiser	Heather Thwaites;	Initial forecasts indicate that the authority will deliver sufficient homes in the next five years to maintain 5yr supply but current biannual monitoring and review should continue to ensure that progress can continue to be checked
55	Number of affordable dwellings completed	Annual	Previous year	est 90 (12/13)	100		High	95 completions for year 2014/15	Green	John Kaiser	Heather Thwaites;	There were 95 completions for the year 2014/15. Previous estimates were higher, but slippage on some development sites has occurred. There are over 300 completions predicted for 2015/16.
56b	Wokingham Town footfall (measured via car park usage – tickets sold annually)	Annual	Pervious Year	501,000 pa	626,000 pa by 2018 and 700,000 pa by 2023	See comment	High	536,250	Green	Philip Mirfin	Andy Couldrick	No specific target increase figure was set due to major road works planned for 14-15 within town centre and potential impacts. As a note, although the figure of 523,770 was provided for the 2013-14 period last year, this has since been revised by parking and 2013-14 ticket sales were actually 519,342 showing an actual 4% increase in 2014-15
56c	Amount of premium retail space in Wokingham town Centre	Annual	New Indicator	5%	5% (17% by 2018)	5% (17% by 2018)	High	5%	Green	Philip Mirfin	Andy Couldrick	-
56d	WTCR Project Financial performance	Quarterly	New Indicator	5% profit on cost	5% profit on cost	5% profit on cost	High	On target to achieve at least 5%	Green	Philip Mirfin	Andy Couldrick	Regeneration cost and profit calculations now include figures for the Carnvial Leisure Hub proposals.

No	Indicator	Frequency of Reporting	Comparator Period	Baseline Performance	Target 2013/14	Target 2014/15	High or Low score is good	Year End/ March Score	Year End/ March RAG	Exec Member	Strat Director	Indicator commentary
59	Number of dwellings permitted (countable within the 5 year land supply)	Annual	Previous year	222	1232		High	1626 (net) (2014/15)	Amber	Keith Baker	Heather Thwaites;	Initial forecasts indicate that the authority will deliver sufficient homes in the next five years to maintain 5yr supply but current biannual monitoring and review should continue to ensure that progress can continue to be checked
60	Numbers of affordable dwellings permitted (inc where off site contribution received)	Annual	Previous year	6% (13 in 11/12)	30%		High	977.4 (2014/15)	Green	Keith Baker	Heather Thwaites;	600 affordable housing dwellings were permitted in 2014/15 , we also secured the equivalent of 647.4 units through commuted sums (i.e., S106 agreements signed during 2014/15).
62a	No. of attendees at SDL Forums	Monthly	Previous month	New Indicator	100 Arborfield - 40 North Wokingham - 30 South Wokingham and South of the M4	100 Arborfield - 40 North Wokingham - 30 South Wokingham and South of the M4	High			Keith Baker	Heather Thwaites;	No feedback forms completed at forum
62b	% expressing satisfaction at SDL forums	Monthly	Previous month	New Indicator	60%	60%	High			Keith Baker	Heather Thwaites;	Problems with venue and lack of senior officer attendance at one joint North South Wokingham Forum cause satisfaction to fall. Improvements have been put in place with alternative venues and increased officer and member support at subsequent meetings
63a	% of minor planning applications decided within national KPI timeframes or any other timeframe agreed via a PPA or Extension of Time Agreement.	Monthly	Previous month	69%	65%	65%	High	45%	Red	John Kaiser	Heather Thwaites;	The council has experienced a loss of planners to the private sector as a result of the economic recovery while receiving an increase in planning application workload. All vacancies have now been appointed to and will be filled in the new year. Due to the time lag of applications it may take several months for the improvements to be fully reflected in the balance score indicators. However, continued focus on speed of decision and use of PPA's / ETA's has resulted in an improvement.
63b	% of other planning applications decided within national KPI timeframes or any other timeframe agreed via a PPA or Extension of Time Agreement	Monthly	Previous month	80%	80%	80%	High	78%	Amber	John Kaiser	Heather Thwaites;	The council has experienced a loss of planners to the private sector as a result of the economic recovery while receiving an increase in planning application workload. All vacancies have now been appointed to and will be filled in the new year. Due to the time lag of applications it may take several months for the improvements to be fully reflected in the balance score indicators. However, continued focus on speed of decision and use of PPA's / ETA's has resulted in an improvement.
64	% of major applications approved by the Council	Quarterly	Previous quarter	72% (to Dec)	80%	80%	High	93%	Green	John Kaiser	Heather Thwaites;	We have approved 37 of the 40 major planning applications determined during 2014/15.
65	% success rates for policy and infrastructure compliance at major planning appeals	Quarterly	Previous quarter	New Indicator	70%	70%	High	17%	Red	John Kaiser	Heather Thwaites;	There have only been 3 major planning application appeal decisions received during the April 2014 to March 2015 period demonstrating that the council has been successful in either preventing unacceptable schemes through the pre-application process or negotiating acceptable development proposals. In the appeal cases, many of the issues were resolved through the appeal process weakening the councils position such that the appeals were allowed. Lessons to be learned relate to the need to negotiate solutions at the application stage if the principle of development is acceptable but this has been inhibited during this period by high caseloads and staff vacancies.

No	Indicator	Frequency of Reporting	Comparator Period	Baseline Performance	Target 2013/14	Target 2014/15	High or Low score is good	Year End/ March Score	Year End/ March RAG	Exec Member	Strat Director	Indicator commentary
66	Amount of s106 monies held spent or allocated to projects	Monthly	Previous quarter	53%	80%	80%	High	97%	Green	John Kaiser	Heather Thwaites;	-
Business Improvement												
69	Proactive Anti-Fraud drive results	Monthly	N/A	New target	80k	£100k	High	£68k	Amber	Pauline Jorgensen	Andrew Moulton	Due to resources preparing for transfer of benefit investigations to DWP and preparations for Shared Audit and Investigation Service.
70	Value of benefit overpayments detected	Monthly	Previous Month	2012/13 - £291k	£200k	£200k	High	£175k	Green	Pauline Jorgensen	Andrew Moulton	Benefit Investigations transferred to DWP on 1st November - therefore the pro rata target would be £117k against fraud or error detected of £175k. No benefit investigations were undertaken by WBC after 1st Nov.

WOKINGHAM BOROUGH COUNCIL EXECUTIVE FORWARD PROGRAMME

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

JULY 2015 TO OCTOBER 2015

Updated: 29 June 2015

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	
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

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Agenda Item 16.

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	Establishing a Community Facility within the SM4 Strategic Development Location <i>Purpose: To facilitate the establishment of an enhanced community facility in Shinfield Village Centre for the residents of the SM4 Strategic Development Location</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
WBC789	Compulsory Purchase Order Resolution <i>Purpose: To enable acquisition of any necessary properties, land and/or associated rights to progress the development of the Peach Place scheme</i>	Executive		Bernie Pich	Philip Mirfin	N/A
WBC774	Local Planning Enforcement Plan <i>Purpose: To set out how the planning enforcement service will be delivered in the Borough</i>	Executive	Planning Enforcement Local Plan Consultation responses received	Heather Thwaites/Marcia Head	John Kaiser	N/A

WBC791	Library Service Management System <i>Purpose: To ensure the provision of a Management System for the Library Service that enables it to continue to deliver an efficient service for residents</i>	Executive		Heather Thwaites/Mark Redfearn	Pauline Jorgensen	N/A
WBC792	Ryeish Green and Gray's Fruit Farm Sports Hub Projects <i>Purpose: To secure authorisation for Officers to develop the former Ryeish Green School playing fields as an outdoor sports hub to serve part of the South of the M4 SDL and the Gray's Fruit Farm site as an outdoor sports hub to serve both the North and South Wokingham SDLs</i>	Executive	Feasibility Study for South Wokingham Sports Hub (Site 4 Priors Farm and site 7 Gray's fruit Farm)	Heather Thwaites/Andy Glencross	Angus Ross	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
WBC793	Treasury Management Annual Report 2014/15 <i>Purpose: To agree the Treasury Management Annual Report and recommend it to Council for approval</i>	Executive Council - 17/09/15		Graham Ebers/Martin Jones	Anthony Pollock	N/A
WBC794	Travel Planning for Major Development Sites (SDLs) <i>Purpose: To release £144,000 of S106 contributions collected for My Journey to support an annual programme of sustainable transport measures within Strategic Development Locations and across Wokingham Borough</i>	Executive		Heather Thwaites/Matt Davey	John Kaiser	N/A
WBC796	Future Delivery Options for Operational Property <i>Purpose: To provide details of, and</i>	Executive		Graham Ebers/Billy Webster	Philip Mirfin	N/A

	<i>recommend, a proposed shared service with the Royal Borough of Windsor and Maidenhead to provide Building/Operational Property Services</i>					
WBC797	Shinfield Neighbourhood Plan Pre-Submission Consultation <i>Purpose: To agree the Member and Officer consultation response</i>	Executive	Shinfield Neighbourhood Plan	Heather Thwaites/ Rebecca Bird	John Kaiser	N/A

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

Executive Meeting 24 September 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
WBC790	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	
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
WBC773	Lease to Bowling Operator in Wokingham <i>Purpose: To enable redevelopment of the Carnival Pool site</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
WBC782	Civil Parking Enforcement <i>Purpose: Approval to apply for Civil Parking Enforcement powers and to approve the release of Capital</i>	Executive		Heather Thwaites/ Helen Allen	John Kaiser	N/A

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Executive Meeting 29 October 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
WBC795	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	

Members of the Executive:-

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.
WBC747	My Journey Travel Smartphone App and Website	29 Jan 15 26 Mar 15 25 Jun 15 30 Jul 15	Following consultation with Members the MyJourney smartphone application has been abandoned and as such there is no need for a report to release funding for it.
WBC755	Library Offer	26 Mar 15 30 Jun 15	Deferred for further consideration and development. Report to be considered at the September meeting.
WBC771	Acquisition of a Wokingham Town Centre Property	28 May 15 30 Jul 15	Deferred to September Executive as further negotiations are required.
WBC764	North Wokingham Distributor Road	28 May 15 25 Jun 15 30 Jul 15	Deferred to September Executive as further work is required to look at alternative options.
WBC774	Local Planning Enforcement Plan	28 May 15 25 Jun 15	Consultation responses have addressed the need to define planning harm. The report has been deferred to July Executive in order to identify options to address this issue.
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 24 Sept 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.
WBC781	New Lease for Property in Wokingham Town Centre	28 May 15 30 Jul 15	Deferred to September as further negotiations are required.
WBC773	Lease to Bowling Operator in Wokingham	25 June 15 30 Jul 15	Deferred to September in order to allow for further negotiations to clarify certain elements of detail.

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**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: Councillor Parry Batth	

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

Certain parts of Shinfield North and other parts of WBC where parking spaces are severely limited, the granting and issuing of planning permissions and licences to landlords are seen by many residents as adding and exacerbating parking congestions already prevalent in parts of WBC. As such WBC is seen by Shinfield North residents to be doing little to address exacerbation of parking congestion in areas such as Shinfield Park and Ducketts Mead.

Currently WBC is bound by HMO rules pontificated by Central Government. WBC do not have its own HMO policy to grant HMO planning permissions and licenses. In addition, the HMO licenses are issued by West Berkshire Council, not WBC. As such WBC has no power but accept rules dictated by Central Government and West Berkshire Council.

In order to cater for the needs of the residents of WBC and limiting parking congestions, the policy and process around the allocation of granting HMO Licences and planning permissions need to be thoroughly reviewed so that WBC can better serve the residents.

<p>Reasons for suggestion:</p> <p>To reduce parking congestion in Shinfield North and other parts of WBC where parking spaces are already limited. By reviewing and thus limiting the planning and license applications by landlords WBC will be better able to address the issues faced by residents where parking spaces are limited.</p> <p>(Please continue on a separate sheet if necessary)</p>	<p>Please consider:</p> <ul style="list-style-type: none"> • Why should there be a review on this? • <i>Any linkages with the Council's Vision, Priorities and Underpinning Principles</i> – 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>Shinfield Park and Ducketts Mead estates were built with 1.5 parking spaces dictated by the Prescott rules. Now each household in these estates are owning 3 to 4 cars. However HMO planning and license applications being granted to landlords are causing parking havoc and mayhem in these parts of Shinfield North ward of WBC.</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>The development of a clear, succinct & robust WBC HMO policy rather than being dictated to by Central Government and West Berkshire guidelines for HMO planning and license applications. As such WBC will be better able to address its parking issues based on a local policy that will better define HMO requirements.</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?
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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

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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 27 July 2015**

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
27 July 2015	Balanced Scorecard Year End 2014/2015 (Old Format)	To provide performance management information for the Council over the 2014/2015 financial year so the Committee can identify possible areas requiring further action.	Standards Item	Julie Holland
	Executive Forward Programme	Standing item	To enable the Committee to have foresight of upcoming Executive Decisions	Democratic Services
	Houses of Multiple Occupation – Scrutiny Review Suggestion	To consider a scrutiny review suggestion form submitted by Councillor Parry Baath concerning policy towards Houses of Multiple Occupation. Consideration of the suggestion will enable the Committee to determine whether there is an area of concern requiring further investigation.	The Committee is required to consider the suggestion made.	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
	<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
	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
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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	Delivering Effective Safeguarding Services	To receive a regular update including: <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 • Update on the development of M.A.S.H. • Children's Social Care Annual Report 	Standing item to monitor safeguarding services <ul style="list-style-type: none"> • To receive and update • To receive information on the work stream 	Head of Social Care and Intervention/ HR TVP
	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 and framework for new disability strategy	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
	Primary Place Planning and allocation process	Following a scrutiny request, to receive an initial report on pupil place planning and processes for the allocation of places across the Borough including Earley.	Review request referred from Overview & Scrutiny Management Committee	Director, Children's Services
	Review Draft Primary Strategy	To consider the refresh of the Primary School Places Strategy	Request from Officers	Judith Ramsden/Piers Brunning
	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	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 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

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	Annual Report of Corporate Parenting Board	To receive the annual report of the Corporate Parenting Board	To monitor the implementation of the recommendations of the Looked After Children Review	Judith Ramsden/ Head of Safeguarding and Social Care
	The Process of School Budget Setting and funding allocation	Following a scrutiny request, to consider setting up a review of the process around setting school budgets and funding allocation, including the funding formula and opportunities to influence Government	Review request referred from Overview & Scrutiny Management Committee	Rob Stubbs/Alan Stubbersfield
	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
27 Oct	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

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

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 27 July 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**

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DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
22 June 2015	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
	Work Programme	To consider the work programme for the committee for 2014/15	Standing item	Democratic Services
DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
23 Sept 2015	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

	Review of Town Centre Regeneration Scheme	To consider further financial information in relation to the business case for regeneration and thus provide assurance relating to the project.	Further information requested by the Committee on 22 June 2015	Executive member for Regeneration / Bernie Pich
	Work Programme	To consider the work programme for the committee for 2015/2016 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services
DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
23 Nov 2015	Road Repairs - impact of expected initiatives around customer service and public and ward Member road repair notifications.	To receive an initial report on the issue to include impact of expected initiatives around customer service and public and ward Member road repair notifications so the Committee can seek assurance that current arrangements are effective.	Referred by the Overview and Scrutiny Management Committee	Matt Davey

	Review of Outside Bodies Appointments – Update on Review of the Voluntary Sector by the Deputy Executive Member for Regeneration and Communities	<p>Following on from the work of the Community Partnerships Overview and Scrutiny Committee to receive an update from the Deputy Executive Member for Regeneration and Community Services on the review of voluntary sector outside bodies.</p> <p>This will enable the Committee to seek reassurance regarding the Council's appointment to these outside bodies.</p>	Transferred from Community Partnerships Overview and Scrutiny Management Committee	Brian Grady/ Mark Ashwell
	To assess and review and the potential impact of the Government's Right to Buy Scheme	To consider how to progress a review of this scrutiny review subject.	Review referred to the Committee by the Overview & Scrutiny Management Committee	Stuart Rowbotham/ Simon Price
	Work Programme	To consider the work programme for the committee for 2015/2016 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
20 Jan 2016	Work Programme	To consider the work programme for the committee for 2015/2016 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
14 Mar 2016	Update on the Progress of the Community Café at Shutters, Wokingham Borough Council	To consider an update report on how the project has developed from the group of young people running the Café in order that the Committee can understand the impact and value added of the project.	Requested by the Community Partnership O & S Committee in March 2015 <i>(Transferred from the Community Partnerships O & S Forward Programme)</i>	Brian Grady

	Work Programme	To consider the work programme for the committee for 2015/2016 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services
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POTENTIAL ITEMS FOR REVIEW REFERRED FROM THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
TBC	Possible income generation possibilities from the Cross Rail project	To consider possible income generation opportunities from the Crossrail project.	Referred to the Community Partnerships O & S Committee by the Overview & Scrutiny Management <i>(Transferred from the Community Partnerships O & S Committee Forward Programme).</i>	

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
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 on NHS 111	To receive an update on the progress of NHS 111 and to receive information regarding the reprocurement of the service	CCG	Look after the vulnerable Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance and identify any areas of concern	CCG	Improve health, wellbeing and quality of life	
	Health Consultation Report	Challenge item	Democratic Services	Improve health, wellbeing and quality of life	
	Healthwatch update	Challenge item	Healthwatch Wokingham Borough	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	Briefing on the impact of the closure of the Independent Living Fund	To determine the possible impact on residents and the Council that the closure of the Independent Living Fund would have	Stuart Rowbotham		
	Update from Health and Wellbeing Board	To inform HOSC of the work of the HWB and for HOSC to hold the Board to account	Chairman Health & Wellbeing Board	Look after the vulnerable Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance and identify any areas of concern	CCG	Improve health, wellbeing and quality of life	
	Health Consultation Report	Challenge item	Democratic Services	Improve health, wellbeing and quality of life	
	Healthwatch update	Challenge item	Healthwatch Wokingham Borough	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 on South Central Ambulance Service	To receive an update on SCAS' performance and plans in order to identify any areas of concern		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 and for HOSC to hold the Board to account	Chairman Health & Wellbeing Board	Look after the vulnerable Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance and identify any areas of concern	CCG	Improve health, wellbeing and quality of life	
	Health Consultation Report	Challenge item	Democratic Services	Improve health, wellbeing and quality of life	
	Healthwatch update	Challenge item	Healthwatch Wokingham	Look after the vulnerable	

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
			Borough	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	Update on CQC	To gain a better understanding of the work of the CQC	CQC	Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance and identify any areas of concern	CCG	Improve health, wellbeing and quality of life	
	Health Consultation Report	Challenge item	Democratic Services	Improve health, wellbeing and quality of life	
	Healthwatch update	Challenge item	Healthwatch Wokingham Borough	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
Wednesday 23 March 2016	Update from Health and Wellbeing Board	To inform HOSC of the work of the HWB and for HOSC to hold the Board to account	Chairman Health & Wellbeing Board	Look after the vulnerable Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance and identify any areas of concern	CCG	Improve health, wellbeing and quality of life	
	Health Consultation Report	Challenge item	Democratic Services	Improve health, wellbeing and quality of life	
	Healthwatch update	Challenge item	Healthwatch Wokingham Borough	Look after the vulnerable 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
- Update on Berkshire Healthcare Foundation Trust

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Report of the Health Overview and Scrutiny Committee 3rd June 2015

The Committee met on 3rd June. The agenda included the following:

- The Committee received an update on the Royal Berkshire Hospital from Caroline Ainslie, Director of Nursing RBH.
- Helene Dyson, Public Health Service Manager provided a presentation on the Suicide Audit.
- The Implementation of the Care Act Task and Finish Group had recommended that the Health Overview and Scrutiny Committee be updated on the implementation of elements of the Care Act 2014 which had been due to come into effect on 1 April 2015.
- The Committee noted the Healthwatch update. Members were requested to send any questions they had regarding the report to the Principal Democratic Services Officer. Healthwatch not present at meeting.
- The Committee considered the Wokingham Clinical Commissioning Group Performance Outcomes Report May 2015.

The Committee discussed the Work Programme for the 2015/16 municipal year.

During the discussion of this item the following points were made:

- The Committee received the NHS Wokingham CCG Performance Outcomes Report, Health consultations and Healthwatch update at each meeting. Members agreed that they wished to continue receiving these reports.
- It was noted that some items were already scheduled in the work programme such as the sexual health contract procurement look back.
- Members considered suggestions for possible topics submitted by the Executive Member for Health and Wellbeing and Healthwatch Wokingham Borough.
- The Committee agreed that it wished to receive an update on NHS 111 at its July meeting. Members requested a briefing on the impact of the closure of the Independent Living Fund at its September meeting. Members also agreed that they wished to receive an update on Wokingham hospital.
- Members wished to receive updates on the work of South Central Ambulance Service, the Clinical Commissioning Group, the CQC and Berkshire Healthcare Foundation Trust during the municipal year.
- Councillor Richards proposed that the Committee looked at the local policy towards use of the European Health Card. It was agreed that further information be sought.
- Stuart Rowbotham had proposed a scrutiny review regarding the Better Care Fund to the Overview and Scrutiny Management Committee who had considered the suggestion at their meeting on 2 June and referred the matter to the Health Overview and Scrutiny Committee. The Committee agreed to undertake a review of the following Better Care Fund schemes; Neighbourhood clusters, Primary prevention and Self-Care and Access to General Practice.

Councillor Ken Miall, Chairman of Health Overview and Scrutiny Committee

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