



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
TUESDAY 20 SEPTEMBER 2016 AT 7.00 PM

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

Andy Couldrick
Chief Executive
Published on 12 September 2016

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WOKINGHAM BOROUGH COUNCIL

Our Vision

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

Our Priorities

Improve educational attainment and focus on every child achieving their potential

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

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

Tackle traffic congestion in specific areas of the Borough

Improve the customer experience when accessing Council services

The Underpinning Principles

Offer excellent value for your Council Tax

Provide affordable homes

Look after the vulnerable

Improve health, wellbeing and quality of life

Maintain and improve the waste collection, recycling and fuel efficiency

Deliver quality in all that we do

MEMBERSHIP OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Councillors

Simon Weeks (Chairman)	John Kaiser (Vice-Chairman)	Parry Batth
Prue Bray	Michael Firmager	Kate Haines
Pauline Helliar-Symons	John Jarvis	Ken Miall
Philip Mirfin	Ian Pittock	Shahid Younis

Substitutes

Laura Blumenthal	Lindsay Ferris	Abdul Loyes
Rachelle Shepherd-DuBey		

ITEM NO.	WARD	SUBJECT	PAGE NO.
23.		APOLOGIES To receive any apologies for absence	
24.		MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Meeting held on 12 July 2016.	7 - 12
25.		DECLARATION OF INTEREST To receive any declarations of interest	
26.		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	
27.		MEMBER QUESTION TIME To answer any member questions	
28.	None Specific	DISCUSSION WITH COUNCILLOR ANGUS ROSS, EXECUTIVE MEMBER FOR ENVIRONMENT To question Councillor Angus Ross, Executive Member for Environment, on the operation of services within his portfolio and any upcoming issues. (20 minutes).	13 - 14

A list of the Executive Member for Environment's specific portfolio responsibilities is attached.

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|-----|---------------|---|----------|
| 29. | None Specific | COUNCIL PLAN PERFORMANCE MONITORING 2015/16 Q1
To consider a report relating to the Council's Quarter 1 Council Plan Performance Monitoring report. | 15 - 74 |
| 30. | None Specific | MONITORING PUBLIC AND MEMBER QUESTIONS
To consider the list of Public and Member questions which have been submitted to Council and the Executive since the last Management Committee meeting held on 12 July 2016. | 75 - 84 |
| 31. | None Specific | CONSIDERATION OF THE CURRENT EXECUTIVE AND INDIVIDUAL EXECUTIVE MEMBER DECISION FORWARD PROGRAMMES
To consider the current published version of the Executive Forward Programme and the Individual Executive Member Decision Forward Programme. | 85 - 94 |
| 32. | None Specific | UPDATE REPORTS FROM THE OVERVIEW AND SCRUTINY COMMITTEE CHAIRMEN
To consider update reports from the Chairmen, or nominated Member, of the three Overview and Scrutiny Committees. | 95 - 98 |
| 33. | None Specific | COMMITTEE WORK PROGRAMMES
To discuss the Work Programme of the Overview and Scrutiny Management Committee and the three Overview and Scrutiny Committees. | 99 - 112 |

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 12 JULY 2016 FROM 7.00 PM TO 8.45 PM

Committee Members Present

Councillors: Simon Weeks (Chairman), John Kaiser (Vice-Chairman), Prue Bray, Michael Firmager, John Jarvis, Ken Miall, Philip Mirfin and Ian Pittock

Other Councillors Present

Councillors: Anthony Pollock

Officers Present

Neil Carr, Principal Democratic Services Officer
Graham Ebers, Director of Finance and Resources

11. APOLOGIES

Apologies for absence were submitted by Parry Bath, Kate Haines, Pauline Helliars-Symons and Shahid Younis.

12. MINUTES OF PREVIOUS MEETING

The Minutes of the meetings of the Committee held on 17 May and 31 May 2016 were confirmed as a correct record and signed by the Chairman.

13. DECLARATIONS OF INTEREST

There were no declarations of interest.

14. PUBLIC QUESTION TIME

There were no public questions.

15. MEMBER QUESTION TIME

There were no Member questions.

16. PARTICIPATORY BUDGET EXERCISE FOR THE 2016/17 BUDGET

The Committee considered a report and supporting Appendices, set out on Agenda pages 23 to 62, which gave details of the Participatory Budget Exercise carried out in October 2015. Councillor Anthony Pollock, Executive Member for Economic Development and Finance and Graham Ebers, Director of Finance and Resources, attended the meeting to discuss the report and answer Member questions.

The aim of the exercise had been to provide information on the financial challenges facing the Council and develop a better understanding of the views and priorities of local

residents. Appended to the report was a copy of the presentation slides used during the sessions and a breakdown of the comments submitted on a range of saving options for Council services.

The sessions were advertised on the Council website, news and social media and took place in five locations comprising Charvil, Finchampstead, Lower Earley, Wokingham and Woodley. Although attendance was low, the exercise was considered to have been a successful first attempt. It was intended to undertake a similar exercise later in 2016 which would incorporate the learning points from last year. These included more accessible venues, improved publicity and greater use of online promotion and feedback.

The Committee considered the 2015 exercise and made suggestions for improvements in the 2016 exercise. During the discussion Members made the following points:

- Would the sessions be more effective using fewer but bigger locations? It was felt that more locations would encourage local communities to attend and that Ward Members should be consulted about the most suitable sites.
- What were the aims of the sessions, and were they achieved? It was felt that the sessions combined information sharing and a two-way discussion on the financial challenges facing the Council. The feedback provided a different perspective which helped Members to understand the views of local residents.
- Interest and attendance could be boosted if Town and Parish Councils were given early notification of the upcoming events. For example, event details could be included in Town and Parish newsletters. It was felt that greater involvement of the Town and Parish Councils was a useful suggestion and would be pursued.
- It was important to use well known, accessible venues in order to boost attendance. For example, the use of St Crispin's school had generated a good turnout with good parking provision. Running the sessions at different times as an experiment would also help to identify the most suitable timings for local residents.
- Early notice of the upcoming events could be included in the annual Council Tax billing process. The sessions could also explain the different elements of the Council Tax bill, e.g. Town and Parish precepts, police and fire, etc.
- In terms of locations, it was suggested that Shinfield should be included and that the Crescent Centre was a good location for Earley. It was also suggested that a Saturday morning session in the Wokingham market place could attract residents. This location had worked well in relation to the town centre regeneration process.
- In relation to the presentations on individual services it was considered that Officers should highlight key risks and the way in which decisions impacted on a range of services. For example, savings in a discretionary service area could help to mitigate the increasing demand for statutory services in another service area.
- It was important to establish success criteria for the sessions and to carry out an evaluation at the end of the process. If the sessions were not deemed to be successful, alternative methods of communication with residents should be considered.

- Greater use of social media and online content were suggested. For example, video of the budget presentation could be posted on line and be followed up with an online survey.
- It was suggested that the presentation slides be amended to clarify the areas of spending which were controlled by the Council and which areas were ring-fenced.

RESOLVED That:

- 1) Councillor Anthony Pollock and Graham Ebers be thanked for attending the meeting;
- 2) the ideas and suggestions put forward by the Committee be considered for inclusion in the participatory budget process to be undertaken later in 2016;
- 3) Councillor Pollock and Graham Ebers be invited to attend the Committee meeting on 22 November 2016 to provide feedback on the delivery and outcomes from this year's participatory budget exercise.

17. COUNCIL PLAN PERFORMANCE MONITORING - FOLLOW UP

The Committee considered a report, set out at Agenda pages 63 to 68, which gave details of follow-up performance monitoring information requested by Members at the Committee meeting on 31 May 2016.

The follow-up information related to the following performance indicators:

- Care proceedings completed within 26 weeks of application;
- Looked after children living within 20 miles of their home;
- Reducing the education gap at Key Stage 2 and Key Stage 4;
- Schools with an Ofsted rating of "good" or better;
- Kgs of residual household waste per household per annum;
- Household waste reused, recycled and composted.

Members considered the follow-up information and commented specifically on the outcome of recent Ofsted inspections for local schools and the recycling of wood.

RESOLVED That:

- 1) the Performance Monitoring follow-up report be noted;
- 2) further information be requested in relation to the Household Waste per household indicator to show trends in the tonnages of wood collected for recycling.

18. DEVELOPING THE OVERVIEW AND SCRUTINY WORK PROGRAMME

The Committee considered a report, set out at Agenda pages 69 to 74, which outlined proposals to strengthen the Overview and Scrutiny work programming process.

The report gave details of the work programming discussion held at the Overview and Scrutiny Member training event held on 6 June 2016. The training session identified the need for a more structured work programming process which involved Executive Members at an earlier stage. It was felt that this approach would help to focus on key priorities and reduce the risk of duplication.

The report described the work programming template drawn up by the Centre for Public Scrutiny which included the following annual milestones:

- January/February – initial consultation with Overview and Scrutiny Members, Executive Members, partner organisations, community groups and residents;
- March – production of a long list of potential topics for consultation and review;
- April – production of a shortlist of topics for final agreement by Members;
- May – sign off the work programme and the Overview and Scrutiny annual reports.

The report also gave details of the current protocol relating to Overview and Scrutiny's role in policy development, agreed with the Leader of the Council earlier in 2016.

In discussing the report, Members made the following points:

- The move to a more structured work programming process, as set out in the report, was welcomed and it was suggested that the new approach be introduced at the start of 2017;
- It was felt that the policy development protocol should be reviewed as part of the refresh of work programming;
- It was important that the new process retained the flexibility for urgent items and gave Members the opportunity to request Agenda items in the run up to Overview and Scrutiny meetings;
- It was felt that the development of a clearer Executive annual work programme would assist Overview and Scrutiny in highlighting forthcoming issues for investigation and review.

RESOLVED that:

- 1) The proposals in the report for a revised Overview and Scrutiny work programming process be approved;
- 2) That the current Overview and Scrutiny Policy Development Protocol be reviewed and aligned with the work programming process starting in 2017;

- 3) That the Chairman discuss the proposals for improved work programming with Councillor Keith Baker, the Leader of the Council;
- 4) That Councillor Baker be invited to attend the Committee's meeting on 22 November 2016 to discuss areas for improvement and closer working between the Executive and the Overview and Scrutiny Committees.

19. PUBLIC AND MEMBER QUESTIONS TO THE EXECUTIVE

The Committee considered a report, set out at Agenda pages 75 to 78, which gave details of public and Member questions submitted to the Executive on 30 June 2016.

A regular report on public and Member questions was one of the ideas for improving the Overview and Scrutiny process approved by the Committee at its meeting on 31 May 2016. The aim of the report was to raise awareness of potential issues for further investigation and review by the Overview and Scrutiny Committees.

Members considered each of the questions submitted to the Executive and discussed the potential for further investigation.

RESOLVED: That the report be noted, with no further action to be taken on this occasion.

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

The Committee considered a copy of the Executive Forward Programme and the Individual Executive Member Decision Forward Programme, as set out on Agenda pages 79 to 88.

Members discussed the Forward Programmes and considered the potential for items to be reviewed by the Overview and Scrutiny Committees.

RESOLVED: That

- 1) the Executive Forward Programme and the Individual Executive Member Decision Forward Programme be noted;
- 2) the proposed Executive items on Community Infrastructure Levy (CIL) and the Establishment of a Wokingham Multi Academy Trust be flagged up for inclusion in the Overview and Scrutiny work programme.

21. UPDATE REPORTS FROM THE OVERVIEW AND SCRUTINY COMMITTEE CHAIRMEN

The Committee considered update reports from the Overview and Scrutiny Committee Chairmen, set out at Agenda pages 89 to 94.

The reports gave details of the range of issues considered at recent meetings of the Overview and Scrutiny Committees and the actions arising.

Members discussed the issues raised in the reports and discussed potential items for further investigation and review.

RESOLVED That:

- 1) the Overview and Scrutiny Committee Chairmens' reports be noted;
- 2) Councillor Bray circulate a report on the proposed allocation of resources for Civil Parking Enforcement across the Borough;
- 3) the proposal for developing a work programme for highway works be considered by the Community and Corporate Overview and Scrutiny Committee at its meeting on 7 November 2016;
- 4) the issue of weekend hospital bed-blocking be considered by the Health Overview and Scrutiny Committee;
- 5) the issue of proposed medical facilities in the Arborfield SDL be considered by the Health Overview and Scrutiny Committee.

22. COMMITTEE WORK PROGRAMMES

The Committee considered its forward work programme and that of the three Overview and Scrutiny Committees as set out on Agenda pages 95 to 106.

RESOLVED: That the Overview and Scrutiny work programmes, as amended by earlier discussions, be approved.

LIST OF THE EXECUTIVE MEMBER FOR ENVIRONMENT'S PORTFOLIO RESPONSIBILITIES

5.2.10 Executive Member for Environment Responsibilities

5.2.10.1

To oversee the work of the Environment Service and all of the Council's environmental functions within that service.

5.2.10.2

To identify and address flooding and drainage problems within the Borough, and to oversee the production of a flooding and drainage strategy and the link this has to the Core Strategy.

5.2.10.3

To oversee waste collection and recycling services, to develop the Borough's Waste Strategy, and to represent the Council on the Re3 Joint Waste Disposal Board.

5.2.10.4

To oversee appropriate open space, country parks, SANG and playground provision and maintenance.

5.2.10.5

To take the leading role in developing partnerships with other agencies, especially the Towns and Parishes, and to make representations to central government, regional government etc. as appropriate.

5.2.10.6

To oversee the Leisure and Sports Development strategies.

5.2.10.7

To oversee the Public Rights of Way function, including Greenways. To ensure the Council is represented on the Local Access Forum and undertakes liaison with local interest groups.

5.2.10.8

To oversee the Council's Tree Policy.

5.2.10.9

To develop a Minerals and Waste Plan.

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Agenda Item 29.

TITLE	Council Plan Performance Monitoring – Q1 2016/17 report
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 20 September 2016
WARD	None specific
STRATEGIC DIRECTOR	Andrew Moulton, Head of Governance and Improvement Services

OUTCOME

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

RECOMMENDATION

To note the latest performance indicators and major projects.

SUMMARY OF REPORT

The areas of performance are reported as follows (based on the indicators we have RAG ratings for):

Green	42	79%
Amber	6	11%
Red	5	9%
Total	53	

The following indicators are currently rated Amber or Red. Further detail can be found in the report:

Amber:

- % Looked After Children living within 20 miles of Berkshire West
- Leisure Centre Attendance Numbers
- Percentage of household waste reuse, recycling and composting
- % of S106 which is allocated against schemes
- Rents collection
- The % of calls answered

Red:

- % CP Visits due in the period which were on-time (within 10 days of the previous visit).
- % Secondary Schools with a current Ofsted rating of “good” or better.
- % Special Schools with a current Ofsted rating of “good” or better.
- Children who attend a Wokingham school (Primary, Secondary or Special) who are at a school with an Ofsted rating of “good” or better.
- Kgs of residual household waste per household per annum

Background

The Overview and Scrutiny Committee have requested further information to explain how the RAG ratings for the indicators have been determined – this is shown in Appendix B.

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 9 September 2016	Version No. 1

Community



Look after vulnerable people

Key Indicators							
Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
% referrals in 16/17 which are repeat referrals within 12 months of a previous referral to Children's Social Care	24% or Less Green: 24% or less Amber: 24.1% to 26% Red: Over 26%	18.96%	21.6%	Green	No change	Judith Ramsden/ Charlotte Haitham Taylor	One large scale police operation in this quarter has impacted the re-referral rate. There has been no change in Grade, with a small percentage drop.
% Children who became subject of a Child Protection Plan (CPP) who are subject to a CPP for a second or subsequent time within 24 months.	Less than 8% Green: Less than 8% Amber: 8 – 10% Red: Over 10%	7% Number of Children: 8 of 114	5.6% Number of Children : 1 of 18	Green	No change	Judith Ramsden/ Charlotte Haitham Taylor	There has been no change in Grade, with a small reduction in percentage.

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
<p>% Care Proceedings completed in 15/16 within 26 weeks of application</p> <p>16</p>	<p>100%</p> <p>Green: 100%</p> <p>Amber: Between 47% and 99.9%</p> <p>Red: Less than 47%</p>	52.9%	60%	Green	<p>Better</p> <p>We recognise that the percentage change may not be informative to differentiate between performances, hence the illustration in the commentary</p>	Judith Ramsden/ Charlotte Haitham Taylor	<p>Improved picture. Some care proceedings have taken longer due to specialist assessments required and some police checks continue to cause delay.</p> <p><u>Illustrations:</u> 3 out of 5 cases were completed on time. 1 case was just over a day, another case was over 4 weeks.</p>

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
% Looked After Children living within 20 miles of Berkshire West 17	70% Green: 70% or more Amber: 64-69.9% Red: Less than 64%	63.9%	67.1%	Amber	Better	Judith Ramsden/ Charlotte Haitham Taylor	<p>This is an improving picture; however, further improvement is required to bring Wokingham LA in line with National performance (for geographic size akin to West Berkshire). Our aim is to place more children closer to their home, reducing the disruptions they experience when they are placed in care.</p> <p>Work is being undertaken to increase the recruitment of local foster carers and out of area emergency placements are only used in exceptional circumstances if there are no other options locally. Almost all children who are in long term placements out of borough have exceptional needs. For children placed out of borough in an emergency, work to find a local longer term placement is prioritised.</p>

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
% of children who wait less than 16 months between entering care and moving in with their adoptive family – 3 year rolling average	55% Green: 55% or above Amber: 50% to 54.9% Red: Less than 50%	2012 – 2015 rolling three year average: 40%				Judith Ramsden/ Charlotte Haitham Taylor	Information not available yet from DfE. Q1 will be reported in Q2 report.
Proportion of adoptive families who are matched to a child who waited more than 3 months from approval to being matched to a child	52% Green: 52% or less Amber: 52% to 60% Red: More than 60%	Not yet available 14/15 Actual: 83%				Judith Ramsden/ Charlotte Haitham Taylor	Information not available yet from DfE. Q1 will be reported in Q2 report.

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
19 % CP Visits due in the period which were on-time (within 10 days of the previous visit).	82% Green: 82% or more Amber: 78% to 81.9% Red: Less than 78%	80%	75.9%	Red	Worse	Judith Ramsden/ Charlotte Haitham Taylor	<p>The majority of the visits that took place over 10 working days from the previous visit in quarter 1 were up to a week late. They took no more than a week after 10 days. 90% of all visits took place within 15 working days.</p> <p>The main reasons for late visits are due to attempted unannounced visits taking place where the family were not at home or holidays. Visits are reviewed by Team and Service Managers weekly and late reviews are scrutinised by managers with any concerns being escalated as appropriate.</p>
Percentage of reablement packages of care ceased in the period where reablement was successful	Improve compared to 15-16: 60% Green: 60% or more Amber: 55% to 59.9% Red: Less than 55%	60.2%	69.2%	Green	Better	Stuart Rowbotham/ Julian McGhee-Sumner	The main outcome of reablement packages that ceased in quarter one that were considered to not be successful were hospital readmissions (23% of the total number of ceased reablement packages of care).

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/Worse/ No change)	Strategic Director / Executive Member	Commentary
<p>Care Governance: Number of providers assessed as Amber or Red or changed from Amber to Red that came onto Wokingham LA's Cautions list in the period</p> <p>20</p>	<p>To decrease the number of providers compared to 15/16</p> <p>Green: Less than 12 providers at year end Amber: 12 to 14 providers at year end Red: More than 14 providers at year end</p>	<p>Domiciliary Care: 3</p> <p>Residential/ Nursing Care: 11</p> <p>Other: 4</p>	<p>Domiciliary Care: 0</p> <p>Residential /Nursing Care: 0</p> <p>Other: 0</p>	Green	Better	Stuart Rowbotham/ Julian McGhee-Sumner	
<p>Care Governance: Number of providers on Wokingham LA's Caution list changing from Red to Amber or removed from the list</p>	<p>To increase the number of providers compared to 15/16</p> <p>Green: 11 or more providers at year end Amber: 9-10 providers at year end Red: less than 9 providers at year end</p>	<p>Domiciliary Care: 2</p> <p>Residential/ Nursing Care: 11</p> <p>Other: 3</p>	<p>Domiciliary Care: 0</p> <p>Residential /Nursing Care: 3</p> <p>Other: 0</p>	Green	Better	Stuart Rowbotham/ Julian McGhee-Sumner	

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
<p>SHINE participants - physical activity programme for adults 60 and over living in the Wokingham Borough.</p> <p>21</p>	<p>Increase by 10% to 1980 participants (495 per quarter) Green – 495 and above Amber – 300-495 Red – 300 and under</p> <p>This may change if we meet our target after the first 2 quarters for example.</p>	1800	1018	Green	Better	Stuart Rowbotham/ Julian McGhee-Sumner	<p>This is a physical activity programme for adults 60 and over living in the Wokingham Borough lead through the Sport and Leisure Team at WBC, revenue from the classes back to the council.</p> <p>It has been in place since 2000 and is a WBC initiative only.</p>

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
22 Leisure Centre Attendance Numbers	<p>Increase by 3% to 565,211 (141,303 per quarter) Green – 141,303 or over Amber – 50,000 – 141,303 Red – 50,000 or below</p> <p>This may change if we meet our target after the first 2 quarters for example.</p>	548,749	140,046	Amber	Worse	Stuart Rowbotham /Angus Ross	<p>All leisure centres bring revenue into the council, managed by 1life with the contract management with sport and leisure.</p> <p>It is expected at this time of year that the numbers will be lower and will pick up later in the year to cover the deficit.</p>

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
Percentage of housing stock which meets decent homes standard (Percentage of stock that meet the Decent Homes standard - with Gorse Ride South and Tape Lane properties excluded)	100% 90-100% is Green. 70-80% is Amber. <70% is Red.	90%	92%	Green	Better	Stuart Rowbotham/ Julian McGhee-Sumner	At the end of the Q1 in the 2016/17 financial year, the percentage of the housing stock that met the Decent Homes Standard was 92%, up 2% from the end of the last financial year. This means that 212 properties are yet to meet the standard. As of 06/07/16 a new survey is being undertaken on the Keystone reporting system (used to calculate properties that meet the Standard) and it is anticipated that a further 80 properties will meet the Standard meaning 132 properties will not meet Decency.

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
% of formal Homelessness decisions (Part VII of the Housing Act 1996) in the quarter that are made within 45 working days and at the snapshot count at the end of each quarter % of initial emergency temporary accommodation placements for families made out of Borough (OBP). 24	70% within 45 days (higher is better) 70-100% is Green 50-70% is Amber <50% is Red	78%	71%	Green	Slightly Worse	Stuart Rowbotham/ Julian McGhee-Sumner	The increase in homelessness numbers during 15/16 impacted on the ability to make swift decisions – the staffing level has not increased. Efficiencies in practice have been pursued so that customers do not feel any negative impact and decisions are made as quickly as possible.
	<=60% (OBP) (lower is better) 0-60% = Green 60-70% = Amber 70%+ = Red	50%	44%	Green	Worse		Again the increase in homelessness has seen large increases in the numbers of families needing emergency provision. Wherever is possible the use of OBPs are avoided. Development initiatives underway are contributing positively to our future aim of making no OBPs.

Community



Major Projects					
Project	Estimated Completion Date	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
Fosters	October 2017	Green	Worse	Stuart Rowbotham/ Julian McGhee-Sumner	Estimated completion was revised from late summer 2017 to October 2017 following the appointment of the building contractor.
Integration with Health (Better Care Fund) 25	TBC	Green	No Change	Stuart Rowbotham/ Julian McGhee-Sumner	2016-17 BCF plan approved by Department of Health Local 2016-17 Section 75 agreement signed with CCG governing pooled funding, progress on key elements of the programme including: establishing Step Up/Step Down units at Alexandra Place. Head of Service jointly appointed for the integrated short term team has progressed integration in the short term team. Connected Care IT project tender phase 3 completed and WBC implementation plan underway. Integrated Social Care and Health Hub went live early June 16; Night Response service commenced late April 16 and has already had some limited impact preventing unnecessary admissions to hospital. Positive quarter 1 performance regarding Delayed Transfers of Care, significantly below target and best performance in Berks West, and gradual improvement in non-elective admissions with improved performance expected in 3 rd and 4 th quarters.

Community



Improve health, wellbeing and quality of life

Key Indicators							
Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
Number of cycle trips on the A329 corridor (LSTF project investment area) 26	11%	19%	Not available	N/A	N/A	Heather Thwaites/ Malcolm Richards	Cycling on the A329 is measured at 8 sites for a set week during the summer. That same data is collected year on year so that a comparison can be made. Indicator is therefore report annually. No data is currently available.

Community



Improve educational attainment and focus on every child achieving their potential

Key Indicators							
Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
% Primary Schools with a Current Ofsted Rating of "Good" or better. 27	Improvement Green: Improvement or 100% Amber: No Change Red: Deterioration	86% (as of 31 March 2016)	88%	Green	Better	Judith Ramsden/ Charlotte Haitham Taylor	Primary Schools inspected and outcomes published in this quarter: Coombes – Inadequate, previously Good Gorse Ride Junior - RI, previously Good Early St Peters – Good, previously RI Farley Hill - Good, previously RI Winnersh - Good, previously RI Windmill – Good, inspected for the first time.
% Secondary Schools with a current Ofsted rating of "good" or better.	Improvement Green: Improvement or 100% Amber: No Change Red: Deterioration	89% (as of 31 March 2016)	78%	Red	Worse	Judith Ramsden/ Charlotte Haitham Taylor	Secondary Schools inspected and outcomes published in this quarter: Forest - RI, previously Good

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
% Special Schools with a current Ofsted rating of “good” or better.	Improvement Green: Maintenance of 100% Red: Less than 100%	100% (as of 31 March 2016)	66%	Red	Worse	Judith Ramsden/ Charlotte Haitham Taylor	Special schools inspected and outcomes published in this quarter: Southfield - Inadequate, previously Good

Community



<p>Children who attend a Wokingham school (Primary, Secondary or Special) who are at a school with an Ofsted rating of “good” or better.</p> <p>29</p>	<p>Improvement</p> <p>Green: Improvement or 100%</p> <p>Amber: No Change</p> <p>Red: Deterioration</p>	<p>90% (as of 31 March 2016)</p>	<p>86%</p>	<p>Red</p>	<p>Worse</p>	<p>Judith Ramsden/ Charlotte Haitham Taylor</p>	<p>All Schools inspected and outcomes published in this quarter:</p> <p>Southfield - Inadequate, previously Good</p> <p>Forest - RI, previously Good</p> <p>Coombes – Inadequate, previously Good</p> <p>Gorse Ride Junior - RI, previously Good</p> <p>Early St Peters – Good, previously RI</p> <p>Farley Hill - Good, previously RI</p> <p>Winnersh - Good, previously RI</p> <p>Windmill – Good, inspected for the first time.</p> <p>The LA prioritises schools for intervention according to need rather than size. This indicator has been adversely affected because of the size of The Forest school and the smaller size of the 4 schools which have improved their Ofsted judgements (details above). The predicted Coombes outcome also represents a relatively large primary school. The Coombes is under new leadership and governance, and subject to LA monitoring. The Forest is an academy; although it is not formally accountable to WBC, the LA takes an interest in improvements.</p>
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Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
30 Number of schools causing concern	5 schools	5 schools	8 schools	N/A	N/A	Judith Ramsden/ Charlotte Haitham Taylor	The number of schools causing concern indicates the scale of the local authority's active school improvement work which is preventative and supportive. Introducing this indicator provides the opportunity for more dynamic updates on the schools we are focusing on than the annual pupil outcomes. At the end of summer term 2016-17 we were working with 8 schools either because they had a "Requires Improvement" Ofsted judgement or their data suggested they were at risk of one. Two were judged to require special measures. All are monitored at least termly.

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
Number of schools becoming academies 31	10 schools	1 school	0	N/A	N/A	Judith Ramsden/ Charlotte Haitham Taylor	This indicator is introduced because of the expected increase in the rate of academy conversions, and the need to monitor progress in these changes. No schools are currently changing. It is expected that the 2 schools in special measures will change in the next two terms.

Community



Major Projects					
Project	Estimated Completion Date	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
Secondary School in the South	September 2017	Green	No change	Heather Thwaites/ Charlotte Haitham Taylor	Works on programme and within budget. Topping out ceremony completed last week. Contractor performing well, minor concerns regarding service connections from Crest .

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Community



Provide affordable homes

Key Indicators							
Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director/ Executive Member	Commentary
Number of affordable dwellings permitted (including where an offsite contribution received) (Annual)	Green 200 Amber 180-199 Red less than 180	321	Figures to be confirmed			Heather Thwaites/ Julian McGhee-Sumner / Mark Ashwell	The target within the new Housing Strategy 2015 – 2018 is to complete 1000 new affordable homes in the next 3 years. Figure is for new permissions granted (i.e. outline and full).

Community



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director/ Executive Member	Commentary
Number of affordable dwellings completed (annual) 34	230 Green – 230 or above Amber – between 181 to 229 completions Red – below 180 completions	123	52	Green	On Target	Heather Thwaites/ Julian McGhee-Sumner	<p>The target within the Housing Strategy 2015 – 2018 is to complete 1000 new affordable homes within this 3 year period. Whilst the number of completions was lower than expected in 2015/16, as development progresses within the larger SDL sites we are anticipating over 500 completions during 2017/18. There may be further schemes that we are not yet aware of and therefore, the 1,000 target may still be achievable.</p> <p>This year (2016/17) we are anticipating a further 53 completions in Q2, 57 in Q3 and 147 in Q4, therefore are on target to achieving over 230 completions during the year.</p> <p>Predictions are liable to change and are based on the best available information provided by Registered Providers and developers at the beginning of each year. Officers hold quarterly meetings with the RPs to closely monitor the delivery programme.</p>

Community



Major Projects					
Project	Estimated Completion Date	RAG	Direction of Travel (Better/Worse/ No change)	Strategic Director / Executive Member	Commentary
Phoenix Avenue (formerly Eustace Crescent)	Spring/Summer 2017	Green	No Change	Stuart Rowbotham/ Julian McGhee- Sumner	

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Place



Maintain and improve the waste collection, recycling and fuel efficiency

Key Indicators							
Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director /Executive Member	Commentary
Kgs of residual household waste per household per annum	665 = G 680 = A 700 = R	709	736	Red	Worse	Heather Thwaites / Angus Ross	This Q1 estimate shows a continuing trend of higher residual waste but this is being addressed by the work being undertaken by the waste task and finish group in understanding the key elements that deliver a low residual waste and high recycling Council.
Percentage of household waste reuse, recycling and composting	42% = G 40% = A 39% = R	38%	41.43%	Amber	Better	Heather Thwaites / Angus Ross	This Q1 estimate shows an increase compared to annual total for 2015/16. Work continues on flats and multi occupancies to improve the recycling there as well as making better use of the Greenredeem incentive scheme. Projects are being developed with our re3 partners to improve performance around; contamination, collected kerbside tonnage and multi occupancies.

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Place



Major Projects					
Project	Estimated Completion Date	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
<p>Street Lighting Upgrade Project: Joint procurement with Slough and Reading BC's to replace approx. 7700 aging WBC street lighting columns and install more than 13,500 low energy LED lanterns, approx. 5800 of which on existing columns. Successful contractor is Volker Highways. The project includes relevant WBC non-highway street lighting assets and the Town and Parish Councils, who own street lighting, are being given the opportunity to be included. 70% of the project will be funded by a DfT Challenge Fund grant - up to £8.12m.</p>	March 2018	Green	No Change	Heather Thwaites / Malcolm Richards	The Lantern Replacement programme started, in the Earley area, on the 25 th April 2016, which was slightly later than expected due to a supply chain problem. The problem was resolved and Volker brought in additional resources to successfully achieve the monthly production targets, with 975 lanterns replaced by the end of June. The Column Replacement programme is scheduled to start on the 1 st August. Of the 14 Town & Parish Councils that own street lighting, 8 have so far confirmed their intention to participate in the contract. The Comms Plan is being implemented and a project specific web page is available on the WBC Web Site.

Place



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

Key Indicators							
Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr.1 Actual	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
Five year housing supply	100% 100% = Green 98.5% = Amber 98% and below = Red	112%	112%	Green	No change	Heather Thwaites / Mark Ashwell	Need to maintain at least a 5 year housing land supply, which currently includes a 20% buffer. Information is published in the Strategic Housing Land Availability Assessment (currently published twice a year). Next update to be published by October 2016— numbers are being finalised.

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Place



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Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr.1 Actual	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
New Homes Survey which is monitored annually - % satisfied with their new home (annual)	80% Amber – 70-79% Red – below 70%	80%	N/A (annual survey)	N/A	N/A	Heather Thwaites / Mark Ashwell	<p>Completed annually.</p> <p>The New Homes Survey is an annual survey used to evaluate the effectiveness of our local planning policies by assessing satisfaction with new homes. The survey covers areas such as storage, parking, both inside and outside space and proximity to local facilities and amenities. The results help to identify where policies are working <i>well and where issues maybe occurring. This helps to inform new housing developments and the development of our planning policies in the future. Overall satisfaction levels have tended to be fairly high. With 80% being achieved in last year’s survey, we are anticipating a similar result in the next survey. The next survey is due to be undertaken in early 2017.</i></p>

Place



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr.1 Actual	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
% of S106 which is allocated against schemes	Green 90% & above Amber 80% to 89% Red Below 80%	90%	88% Est.	Amber	Worse	Heather Thwaites / Mark Ashwell	Amount allocated to projects has increased however comparing against a greater increase in money received has resulted in a lower % for Q1. 10% of that awaiting allocation relates to commuted affordable sums. This has been indentified, work being undertaken to improve this area.

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Place



Tackle traffic congestion in specific areas of the Borough

Key Indicators							
Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel	Strategic Director/ Executive Member	Commentary
Journey times on key routes across the Borough (reported Annually (in arrears)- Q4 only) Average time in minutes to travel one mile in the morning peak period across all chosen routes.	For the average time to travel a mile across all chosen routes to be equal or less than the base line established in the year 2011-2012 which was 2.96 minutes.	3.14	N/A Data only available yearly in arrears.	N/A	N/A	Heather Thwaites / Malcom Richards	The data is only available annually, is a year in arrears, and will cover the period September to August. Data for 15/16 will not be available until the March 2017.

Place



Major Projects

Project	Estimated Completion Date	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
Arborfield Cross Relief Road	2018/19	Green	No Change	Heather Thwaites / Malcolm Richards	
42 North Wokingham Distributor Road	2019/20	Green	No Change	Heather Thwaites / Malcolm Richards	
South Wokingham Distributor Road	2010/21	Green	No Change	Heather Thwaites / Malcolm Richards	

Performance



Offer excellent value for your Council Tax

Key Indicators

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Indicator	Target (plus target range for RAG)	15/16 Outturn	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
Revenue Budget Monitoring Forecast Position	+/- 1% of £135M Budget inclusive £546k carry forwards from 15-16 (£1.35M) Green +/- 1% Amber +/- 1.5% Red +/- 2%	£454k	£354k	Green	Better	Graham Ebers / Anthony Pollock	Forecast variance £354k represents June month end to be reported to Executive 28-07-16
Capital Budget Monitoring Forecast Position	Break- even (Nil variance) Red = +/- over 2.5% Amber = +/- over 1% to 2.5% Green = +/- 1%	£(1,871)k underspend	£(65)k underspend	Green	No Change	Graham Ebers / Anthony Pollock	Forecast variance is £ (65) k underspend as at end June 2016, due to London Road Landfill Reparation project, underspend due to change in scope reducing level of works.

Performance



Indicator	Target (plus target range for RAG)	15/16 Outturn	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
Council tax collection	98.85% R below 98.80% A 98.80 -98.84% G 98.85% and above	99.51%	30.49%	Green	Better	Graham Ebers/ Anthony Pollock	Level of previous years' performance less contingency for known risks, i.e. changes to Council Tax Reduction Scheme and changing economy
Business Rates collection	98.50% R below 98.40% A 98.40 – 98.49% G 98.50% and above	99.09%	31.65%	Green	No change	Graham Ebers/ Anthony Pollock	Level of previous years' performance less contingency for known risks, i.e. impact from changing economy
Rents collection	98.50% R below 98.40% A 98.40 – 98.49% G 98.50% and above	99.05%	23.02%	Amber	Better	Graham Ebers/ Anthony Pollock	Level of previous years' performance less contingency for known risks, i.e. impact of universal credit, benefit cap. Collection is improving month on month. New procedures being put in place

Performance



Indicator	Target (plus target range for RAG)	15/16 Outturn	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
Returns on investments	0.50% R below 0.30% A 0.30%- 0.5% G 0.5% and above	0.55	0.52	Green	Worse	Graham Ebers/ Anthony Pollock	Brexit worries effected rates available on short term investments.

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Performance



Major Projects					
Project	Estimated Completion Date	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
Assets Programme	31/01/2018	Green	Better	Graham Ebers / Mark Ashwell	Area Wide Reviews – consultation on Reviews continues. Anticipate that all Reviews will be completed by the autumn. The Model for Community Asset Transfer is adopted and the principles contained therein are being implemented in transfers to Town and Parish Councils. The principles of MCAT can now be incorporated within the Asset Management Plan for adoption later this year.

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Performance



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

Key Indicators

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Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better /Worse/ No change)	Strategic Director / Executive Member	Commentary
% of successfully defended appeal decisions (dismissed)	65% 65% or more = Green 61.75% - 64.99% = Amber Less than 61.75% = Red	73%	72.2%	Green	Worse	Heather Thwaites / Mark Ashwell	Appeal decisions - target 5% above likely new Government target.
Proportion of planning breaches resolved by negotiation	50% 50% or more = Green 47.50% - 49.99% = Amber Less than 47.50% = Red	65%	68.3%	Green	Worse	Heather Thwaites / Mark Ashwell	Planning enforcement – focus on negotiation to reflect focus of the Local Planning Enforcement plan but more robust approach to taking action where necessary.

Performance



Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better /Worse/ No change)	Strategic Director / Executive Member	Commentary
% of service users satisfied with environmental regulatory services (shared service) Annual monitoring	80% 80% or more = Green 76% - 79.99% = Amber Less than 76% = Red	82%	84%	Green	Better	Heather Thwaites / Pauline Jorgenson	Data collected and supplied by West Berkshire. Environmental Shared Service – 5% above standard set for shared service by Joint Strategic Review Panel.

Performance



Improve the customer experience when accessing Council Services							
Key Indicators							
Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director/ Executive Member	Commentary
% first contact resolution - calls and emails 49	65% 65% or more = Green 60% - 64.99% = Amber Less than 60% = Red	67.3%	67%	Green	Worse	Graham Ebers/ Pauline Jorgenson	Slight decrease in FTF 0.3%, however still exceeding target.
The % of calls answered	95% 95% or more = Green 90% - 94.99% = Amber Less than 90% = Red	92.4%	91%	Amber	Worse	Graham Ebers/ Pauline Jorgenson	Slight decrease in % of calls answered year on year. The Call Back function has improved the customer experience and equates to 6.5% of the 16/17 total Qtr. 1 Actual. Blue bag delivery, garden waste renewals and a change in the Council's grass cutting policy as well as a change in the Council's contractor has created an increase in call 'talk time'. This had a knock on effect on our abandonment rate, however still exceeded 'first time fix' against target.

Performance



Major Projects					
Project	Estimated Completion Date	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
Customer Programme	2017	Green		Graham Ebers / Pauline Jorgenson	The Customer Programme has delivered the elements agreed for Q1. All future planned stages of the Customer Programme and associated savings have been integrated into the 21C Programme.

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Business



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

Key Indicators

Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
Number per annum of NEET young people, aged 16-24 years, who have been given employment intervention	92 = G 78 = A >78 = R	N/A	44	Green	N/A	Heather Thwaites/ Stuart Munro	New indicator for 16/17 so no figure for 15/16 This is a busy time of the year for supporting NEETs as young people leave school without a training or employment destination
Number per annum of opportunities (new employment, apprenticeships and graduate posts) negotiated through ESPs	60 = G 51 = A >51 = R	N/A	16	Green	N/A	Heather Thwaites/ Stuart Munro	New indicator for 16/17 so no figure for 15/16
Number per annum of new businesses engaged with	70 = G 60 = A >60 = R	71	16	Green	No Change	Heather Thwaites/ Stuart Munro	This includes 14 new businesses set up through the Strive programme which supports new business start-ups in the borough

Business



Major Projects					
Project	Estimated Completion Date	RAG	Direction of Travel (Better/ Worse/ No change)	Strategic Director / Executive Member	Commentary
Wokingham Regen: Peach Place	2018	Green	No change	Andy Couldrick / Mark Ashwell	Tender process commenced to identify main contractor with decision expected September. Intention to start on site in January 2017. CPO confirmed by Secretary of State. Successful 'Materials and Finishes' update sessions held with key stakeholders
52 Wokingham Regen: Elms Field	2020	Green	No change	Andy Couldrick / Mark Ashwell	Detailed design work underway. Working up detailed designs for play area in partnership with Town Council. Public engagement on play area designs expected later this summer / autumn (dates tbc). Highway Stopping Order process commenced with DfT and period for comments closed 28 th July. Working towards starting on site in mid-May 2017
Wokingham Regen: Carnival Pool	2017 Phase 1 2020 Phase 2	Green	No change	Andy Couldrick / Mark Ashwell	Phase 1 major construction works commenced at start of June and are progressing well with completion due spring 2017. Temporary alternative parking measures in place including opening of Wellington House car parks and refurb/maintenance works to Elms Road MSCP. Initial Phase 2 Master planning works started to look at detailed proposals for remainder of red line site.

Workforce



Key Indicators							
Indicator	Target (plus target range for RAG)	15/16 Actual	16/17 Qtr. 1 Actual	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
Turnover - Number of people voluntary leaving the service as a percentage of the service headcount 53	G: 15% - 20% A: 10% - 15% or 20% - 25% R: < 10% or >25%	15.29%	14.3%	Green	Worse	Graham Ebers / Pauline Jorgenson	Turnover remains within acceptable range but is being monitored due to ongoing uncertainty. There's a +1%/-1% tolerance on this indicator so it becomes Green for Q1
Absence - Average days lost to sickness absence per employee (headcount) within the last 12 months	G: <= 6.6 days A: 6.7 – 7.5 days R: > 7.5 days	5.33	5.43	Green	Worse	Graham Ebers / Pauline Jorgenson	Remains at low levels with proactive absence management taking place as necessary.
Workforce Satisfaction - Percentage of the workforce that is either satisfied or very satisfied with working for WBC	G: >=80% A: 70% - 80% R: < 70%	83.9%	N/A	Green	N/A	Graham Ebers / Pauline Jorgenson	This is taken from our bi-annual employee satisfaction survey and relates to the question "I enjoy working here and would recommend it to friends & family, either agree or disagree"

Workforce



Major Projects					
Project	Estimated Completion Date	RAG	Direction of Travel (Better/Worse/No change)	Strategic Director / Executive Member	Commentary
54 People Strategy	31 March 2020	Green	No Change	Graham Ebers / Pauline Jorgenson	The people strategy remains on target with key milestones being delivered against initial plans. Work packages and timescales are continually being considered against the developing proposals of the 21C programme.

DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

Appendix B

Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Community				
Look after Vulnerable People				
% referrals in 16/17 which are repeat referrals within 12 months of a previous referral to Children’s Social Care	18.96%	24% or Less	Green: 24% or less Amber: 24.1% to 26% Red: Over 26%	Stat Neighbours with a “Good” Ofsted rating under the single inspection framework 14/15 Performance: 24.2% Target chosen with the aim of maintaining the improved performance achieved in 2015-16 and to perform in line with our statistical neighbours who received a “good” judgement at their most recent Ofsted Inspection.
% Children who became subject of a Child Protection Plan (CPP) who are subject to a CPP for a second or subsequent time within 24 months	7% Number of Children: 8 of 114	Less than 8%	Green: Less than 8% Amber: 8 – 10% Red: Over 10%	Stat Neighbours 14/15 Performance: 18.53% based on the DfE definition – all children becoming subject of a CPP for a second or subsequent time in their lifetime. We saw a higher number of children becoming subject to a CPP in 2015-16 in WBC area. Although the target percentage is the same as 15-16 performance, due to the predicted lower number of overall children coming on a child protection plan (we estimate that 60 children will come onto plan in 16/17) this target aims to decrease the actual number of children in the year subject to CPP for a second or subsequent time. In 16/17 we expect 8% to equate to approximately 5 children.
% Care Proceedings completed in 15/16 within 26 weeks of application	52.9%	100%	Green: 100% Amber: Between 47% and 99.9% Red: Less than 47%	15/16 South East Performance: 47.4% 15/16 National Performance: 58% National Target is 100%

DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

Appendix B

Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
% Looked After Children living within 20 miles of Berkshire West	63.9%	70%	Green: 70% or more Amber: 64-69.9% Red: Less than 64%	Percentage of children placed within 20 miles of home address as at 31 st March 2015: National Performance: 76.9% South East Performance: 68.8% Stat Neighbours Performance:66% “Good” Stat Neighbours Performance: 69.4% Target is set with the aim of continued improvement to perform in line with our statistical neighbours who received a “good” judgement at their most recent Ofsted Inspection.
§ % of children who wait less than 16 months between entering care and moving in with their adoptive family – 3 year rolling average	40% - 2012-2015 rolling three year average	55%	Green: 55% or above Amber: 50% to 54.9% - Red: Less than 50%	Stat Neighbours with a “Good” Ofsted rating under the single inspection framework:2012-2015 rolling three year average 54.6% Target is set with the aim of continued improvement to perform in line with our statistical neighbours who received a “good” judgement at their most recent Ofsted Inspection.
Proportion of adoptive families who are matched to a child who waited more than 3 months from approval to being matched to a child	Not Yet Available 14/15 Actual: 83%	52%	Green: 52% or less Amber: 52% to 60% Red: More than 60%	52.2% Stat Neighbours with a “Good” Ofsted rating under the single inspection framework 14/15: 52.2% Target is set with the aim of continued improvement to perform in line with our statistical neighbours who received a “good” judgement at their most recent Ofsted Inspection.

DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

Appendix B

Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
% CP Visits due in the period which were on-time.	80%	82%	Green: 82% or more Amber: 78% to 81.9% Red: Less than 78%	Local Indicator – No comparative data available nationally or regionally. Target set to ensure that children who are identified as being at significant risk are visited regularly, within prescribed timescales and any delays in visiting timescales only occur up to a maximum of 5 working days with a justifiable reason, approved by Service Managers.
Percentage of reablement packages of care ceased in the period where reablement was successful	New indicator	TBC after Q1	TBC after Q1	This is a local indicator to assess the success of reablement by monitoring the percentage of reablement packages of care that ended in the period where the individual was fully or part reabled.
Care Governance: Number of providers that came onto Wokingham LA’s Caution list assessed as Amber or Red or changed from Amber to Red in the period	Domiciliary Care: 3 Residential/Nursing Care: 11 Other: 4	To decrease the number of providers compared to 15/16	Green: Reduction Amber: No change Red: Increase	This is a local indicator to monitor the improvement in the quality of services and safeguarding in the Local Authority area and aims to maintain high standards of care. No new packages of care will be commissioned with a provider assessed as red and packages of care will be arranged with caution with a provider assessed as amber.
Care Governance: Number of providers on Wokingham LA’s Caution list changing from Red to Amber or removed from the list	Domiciliary Care: 2 Residential/Nursing Care: 11 Other: 3	To increase the number of providers compared to 15/16	Green: Increase Amber: No change Red: Decrease	

DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

Appendix B

Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
SHINE participants - physical activity programme for adults 60 and over living in the Wokingham Borough lead through the Sport and Leisure Team at WBC.	1800	Increase by 10% to 1980 participants (495 per quarter)	Green – 495 and above Amber – 300-495 Red – 300 and under This may change if we meet our target after the first 2 quarters for example.	This is a physical activity programme for adults 60 and over living in the Wokingham Borough lead through the Sport and Leisure Team at WBC, revenue from the classes back to the council. It has been in place since 2000 and is a WBC initiative only.

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DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

Appendix B

Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Leisure Centre Attendance Numbers for-Loddon Valley, Carnival, St Crispin’s and Bulmershe.	548,749	Increase by 3% to 565,211 (141,303 per quarter)	Green – 141,303 or over Amber – 50,000 – 141,303 Red – 50,000 or below This may change if we meet our target after the first 2 quarters for example.	All leisure centres bring revenue into the council, managed by 1life with the contract management with sport and leisure.
Percentage of housing stock which meets decent homes standard (Percentage of stock that meet the Decent Homes standard - with Gorse Ride South and Tape Lane properties excluded)	90%	100%	90-100% is Green. 70-80% is Amber. <70% is Red.	The figure provides a percentage of the social housing stock that meets the Decent Homes Standard; a programme aimed at improving council homes to bring them all up to a minimum standard. There are a large number of components that make up the Decent Standard, which means properties will fall out of the Standard at various points throughout the year. The 90-100% Decency rate is considered a high level of Decency.

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DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

Appendix B

Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
% of formal Homelessness decisions (Part VII of the Housing Act 1996) in the quarter that are made within 45 working days and at the snapshot count at the end of each quarter.	78%	70% (higher is better)	70 -100% - Green 50-70% - Amber <50% - Red	This is a local indicator. Time taken to make a formal decision under Part VII of the Housing Act 1996 has a bearing on the customer experience and also on the council’s finances and use of resources. The target of 70% for 16/17 has been set taking into account the recent increase in homelessness numbers and expected continuation of high numbers.
% of initial emergency temporary accommodation placements for families made out of Borough (OBP).	50%	60% (lower is better)	0-60% - Green 60-70% - Amber 70%-100% - Red	This is a local indicator. We seek to avoid placements out of Borough (OBPs) wherever possible due to the disruption to peoples’ lives. OBPs are more expensive than other forms of temporary accommodation and so are minimised wherever possible. Going forward WBC have a strategy for increasing the portfolio of in-Borough provision and so we anticipate that in coming years the need for OBPs will reduce.
Improve health, wellbeing and quality of life				
Number of cycle trips on the A329 corridor (LSTF project investment area)	19%	11%		Cycling on the A329 is measured at 8 sites for a set week during the summer. That same data is collected year on year so that a comparison can be made

DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

Appendix B

Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Improve educational attainment and focus on every child achieving their potential				
% Primary schools with a current Ofsted Rating of “Good” or better	86% (as of 31 March 2016)	Improve ment	Green: Improvement or 100% Amber: No Change Red: Deterioration	National Performance – 86.5% (as of 31 st March 2016) Target set to promote consistent improvement over time – tending towards 100% Note that performance will depend on schools being inspected and inspection reports being published during the period, over which the LA has no control. The results of schools inspected during the period will be included with the commentary each quarter.
9% 10% Secondary Schools with a current Ofsted rating of “good” or better	89% (as of 31 March 2016)	Improve ment	Green: Improvement or 100% Amber: No Change Red: Deterioration	National Performance - 76% (as of 31 March 2016) Target set to promote consistent improvement over time – tending towards 100% Note that performance will depend on schools being inspected and inspection reports being published during the period, over which the LA has no control. The results of schools inspected during the period will be included with the commentary each quarter.

DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

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Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
<p>% Special Schools with a current Ofsted rating of “good” or better</p>	<p>100% (as of 31 March 2016) – maintained special schools only</p> <p>100% (as of 31 March 2016) – including non-maintained special schools.</p>	<p>100%</p>	<p>Green: Maintenance of 100% performance Red: Less than 100%</p>	<p>National Performance – 93% (as of 31st March 2016) (Note that this figure includes the non-maintained special schools. No data is available for maintained special schools only).</p> <p>Target set to promote maintenance of 100% performance as at 31 March 2016.</p> <p>Note that performance will depend on schools being inspected and inspection reports being published during the period, over which the LA has no control. The results of schools inspected during the period will be included with the commentary each quarter.</p>
<p>% Children who attend a Wokingham school (Primary, Secondary or Special) who are at a school with and Ofsted rating of “good” or better.</p>	<p>90% (as of 31 March 2016)</p>	<p>Improve ment</p>	<p>Green: Improvement or 100% Amber: No Change Red: Deterioration</p>	<p>National (as at 31 Dec 15 – data published twice yearly in December/January and August/September): 82%</p> <p>Note that this figure includes ALL providers – nursery, pupil referral unit, primary, secondary and special schools – figure for combined primary, secondary and special is not available nationally</p> <p>Target set to promote consistent improvement over time – tending towards 100%</p> <p>Note that performance will depend on schools being inspected and inspection reports being published during the period, over which the LA has no control. The results of schools inspected during the period will be included with the commentary each quarter.</p>
<p>Number of schools causing concern</p>	<p>5 Schools</p>	<p>5 Schools</p>		<p>LA School Improvement work aims to identify and reduce numbers of schools causing concern to achieve overall % in good or better</p>

DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

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Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Number of schools becoming academies	1 School	10 Schools		<p>Schools in special measures must become academies</p> <p>Coasting schools may be subject to academy orders</p> <p>LA MAT developments could potentially produce a step-change in academy numbers</p> <p>Good or better schools have indicated intentions to convert in 2016-17 (estimated 6)</p> <p>Overall target for 2016-17 is 10.</p>
Provide affordable homes				
<p>Number of affordable dwellings permitted (including where an offsite contribution received) (annual)</p>	321	200	<p>Green 200 or above</p> <p>Amber – 180-199</p> <p>Red – less than 180</p>	<p>The target within the new Housing Strategy 2015 – 2018 is to complete 1000 new affordable homes in the next 3 years. Figure is for new permissions granted (i.e. outline and full).</p>
<p>Number of affordable dwellings completed (annual)</p>	123	230	<p>Green – 230 or above</p> <p>Amber – between 181 to 229 completions</p> <p>Red – below 180 completions</p>	<p>The target within the Housing Strategy 2015 – 2018 is to complete 1000 new affordable homes within this 3 year period. Whilst the number of completions was lower than expected in 2015/16, as development progresses within the larger SDL sites we are anticipating about 600 completions during 2017/18. There may be further schemes that we are not yet aware of and therefore, the 1,000 target may still be achievable.</p> <p>Predictions are liable to change and are based on the best available information provided by Registered Providers and developers at the beginning of each year. Officers hold quarterly meetings with the RPs to closely monitor the delivery programme.</p>

DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

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Place				
Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Maintain and improve the waste collection, recycling and fuel efficiency				
Kgs of residual household waste per household per annum	709	665	665 = G 680 = A 700 = R	Residual waste has increased over the last two years. However, we are retaining the existing RAG targets in order to maintain our commitment to reducing residual waste and its financial impact on the Council. The Council’s task and finish group is working through waste collection options that will be brought to the Executive in the Autumn.
Percentage of household waste reuse, recycling and composting	38%	42%	42% = G 40% = A 39% = R	The rate of recycling is declining nationally. The Council has recently adopted a strategy to increase kerbside recycling which will contribute to the 2020 statutory target of 50%. Therefore we have retained the same targets despite last year’s reduction.
Ensure strong sustainable communities that are vibrant and are supported by well-designed development				
Five year housing supply - To help with boosting the supply of housing, the National Planning Policy Framework (NPPF) requires local planning authorities to identify and keep up-to-date a deliverable five year housing land supply. Without this, even recently adopted planning policies for the supply of housing will be considered out of date (as stated in the National Planning Policy Framework paragraph 49).	112%	100%	100% = Green 98.5% = Amber 98% and below = Red	Need to maintain at least a 5 year housing land supply, which currently includes a 20% buffer. Information is published in the Strategic Housing Land Availability Assessment (currently published twice a year). Next update to be published by October 2016– numbers are being finalised. As soon as the supply of housing drops below five years it should change to red, however we have a mechanism (where we rely upon ‘reserve’ housing sites) in order to ‘bump’ the supply back up to five years.

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Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
New Homes Survey which is monitored annually - % satisfied with their new home (annual)	80%	80%	Amber – 70-79% Red – below 70%	Completed annually. The New Homes Survey is an annual survey used to evaluate the effectiveness of our local planning policies by assessing satisfaction with new homes. The survey covers areas such as storage, parking, both inside and outside space and proximity to local facilities and amenities. The results help to identify where policies are working well and where issues maybe occurring. This helps to inform new housing developments and the development of our planning policies in the future. Overall satisfaction levels have tended to be fairly high. With 80% being achieved in last year’s survey, we are anticipating a similar result in the next survey. The next survey is due to be undertaken in early 2017.
% of S106 which is allocated against schemes	90%	90%	Green 90% & above Amber 80% to 89% Red Below 80%	The RAG is an ambitious stretch target to focus service areas on delivery of infrastructure projects at an early stage.
Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Tackle traffic congestion in specific areas of the Borough				

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<p>Journey times on key routes across the Borough (reported Annually (in arrears)- Q4 only)</p> <p><i>Average time in minutes to travel one mile in the morning peak period across all</i></p>	<p>3.14</p>		<p>For the average time to travel a mile across all chosen routes to be equal or less than the base line established in the year 2011-2012 which was 2.96 minutes.</p>	<p><i>The data is only available annually, is a year in arrears, and will cover the period September to August. Data for 15/16 will not be available until the March 2017.</i></p>
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DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

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Performance				
Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Offer excellent value for your Council Tax				
Revenue Budget Monitoring Forecast Position	£454k	+/- 1% of £135M Budget inclusive £546k carry forwards from 15-16 (£1.35M)	Red +/- 2% Amber +/- 1.5% Green +/- 1%	The 1% target was identified as an indicator of how well WBC manages the overall budget. WBC has consistently been within this target but as WBC faces greater financial pressures this will become more challenging. 1% variance is £1.35m (approximately 15% of General Fund Balances); a 2% variance is £2.7m (approximately 30% of General Fund Balances).
Capital Budget Monitoring Forecast Position	£(1,871)k underspend	Break-even (Nil variance)	Red = +/- over 2.5% Amber = +/- over 1% to 2.5% Green = +/- 1%	The 1% target was identified as an indicator of how well WBC manages the overall budget. As WBC faces greater financial pressures in future years this will become more challenging. 1% variance is £1.5m; a 2.5% variance is £3.7m.
Council Tax Collection	99.51%	98.85%	R below 98.80% A 98.80 - 98.84% G 98.85% and above	Level of previous years' performance less contingency for known risks, i.e. changes to Council Tax Reduction Scheme and changing economy

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Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Business Rates Collection	99.09%	98.50%	R below 98.40% A 98.40 – 98.49% G 98.50% and above	Level of previous years’ performance less contingency for known risks, i.e. impact from changing economy
Rents Collection	99.05%	98.50%	R below 98.40% A 98.40 – 98.49% G 98.50% and above	Level of previous years’ performance less contingency for known risks, i.e. impact of universal credit, benefit cap
Returns on external investment of cash	0.55	0.50%	R below 0.30% A 0.30%- 0.5% G 0.5% and above	Thresholds with the reduction of the base rate in Aug 15 – most investments are already locked in for the financial year at higher than base

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Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Deliver quality in all that we do, including the statutory services for which we are responsible				
% of successfully defended appeal decisions (dismissed)	73%	65%	65% or more = Green 61.75% - 64.99% = Amber Less than 61.75% = Red	Appeal decisions - target 5% above likely new Government target.
Proportion of planning breaches resolved by negotiation	65%	50%	50% or more = Green 47.50% - 49.99% = Amber Less than 47.50% = Red	Planning enforcement – focus on negotiation to reflect focus of the new Local Planning Enforcement plan but more robust approach to taking action where necessary.
% of service users satisfied with environmental regulatory services (shared service) Annual monitoring.	82%	80%	80% or more = Green 76% - 79.99% = Amber Less than 76% = Red	Environmental Shared Service – target is set at 5% above standard set for shared service by Joint Strategic Review Panel. Data collected and supplied by West Berkshire.

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Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Improve the customer experience when accessing Council Services				
% first contact resolution - calls and emails	67.3%	65%	65% or more = Green 60% - 64.99% = Amber Less than 60% = Red	Aim to maximise first time resolution, at first point of contact. As technology is developed and 21 st C Council implemented, it is likely that actuals will increase. This will impact on call durations, making them potentially longer at first point, but enhancing experience.
The % of calls answered	92.4%	95%	95% or more = Green 90% - 94.99% = Amber Less than 90% = Red	Within industry standard target range. 3-8% call abandonment is standard; 3-5% is best practice.

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Business				
Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Invest in regenerating towns and village, support social and economic prosperity, whilst encouraging business growth				
Number of NEET young people, aged 16-24 years, who have been given employment support	NA	92	92 = G 78 = A >78 = R	Because of changes to external funding streams for Elevate (from Cabinet Office to EU) the skills targets have changed. This is a new indicator based on the targets required for this EU fund. Thresholds been also been devised using tolerances set by the funding body i.e. 15% margin for target shortfall
Number of opportunities (new employment, apprenticeships and graduate posts) negotiated through ESPs	NA	60	60 = G 51 = A >51 =R	This is as new target amalgamating all the employment outcomes negotiated on Employment Skills Plans. Thresholds been also been devised using the same tolerances as above
Number of new businesses engaged with	71	70	70 = G 60 = A >60 =R	Target based on last year's achievement. Thresholds been also been devised using the same tolerances as above

DESCRIPTION OF 16/17 COUNCIL PLAN PERFORMANCE INDICATORS

Appendix B

Workforce				
Indicator Description	15/16 Actual	16/17 Target	RAG (Thresholds)	Commentary
Turnover - Number of people voluntary leaving the service as a percentage of the service headcount	15.29%	15- 20%	G: 15% - 20% A: 10% - 15% or 20% - 25% R: < 10% or >25%	Turnover between 10-20% is seen as healthy, with under 10% seeing as leading to stagnation and over 20% costly. It is likely given the current uncertainty that turnover will be higher than usual hence 15-20% would seem expected. There's a +1%/-1% tolerance on this indicator so it becomes Green for Q1
Absence - Average days lost to sickness absence per employee (headcount) within the last 12 months	5.33	< = 6.6 days	G: < = 6.6 days A: 6.7 – 7.5 days R: > 7.5 days	In 2015, the national combined public & private sector average was 6.6 days and as such the target set for this year. This is much lower than public sector equivalents which have an average of around 8 days, hence the amber banding of 7.5 days as this is approached.
Workforce Satisfaction - Percentage of the workforce that is either satisfied or very satisfied with working for WBC	83.9%	>=80%	G: >=80% A: 70% - 80% R: < 70%	A normal response for such a response would be 70% and above, hence this is the amber level. The target was set higher given the level of achievement from the last survey.

Agenda Item 30.

TITLE	Public and Member Questions
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 20 September 2016
WARD	None Specific
DIRECTOR	Andrew Moulton, Head of Governance and Improvement Services

OUTCOME / BENEFITS TO THE COMMUNITY

Overview and Scrutiny is a key part of the checks and balances which ensure that the Council and its partners make and implement effective decisions for all the residents of the Borough. Questions submitted to the Executive and Council give an indication of issues of interest and concern. These issues may generate review topics for the Overview and Scrutiny Committees.

RECOMMENDATION

That the Committee considers the list of questions set out at Annex A and determine whether any of the issues raised should be included in the Overview and Scrutiny Work Programme for 2016/17.

SUMMARY OF REPORT

At its meeting on 31 May 2016, the Committee considered a report containing suggestions for improving the Overview and Scrutiny process. One of the suggestions related to the monitoring of questions submitted to the Council's Executive and Council.

Members agreed that regular monitoring reports be submitted to the Management Committee.

Background

At its meeting on 31 May 2016, the Committee considered a report containing a number of suggestions aimed at improving the Overview and Scrutiny process and developing greater public interest and involvement. One of the suggestions related to the monitoring of questions submitted to the Executive and full Council meetings.

Members and residents regularly ask questions at the Executive and Council meetings. These questions indicate areas of interest and concern and may generate ideas for Overview and Scrutiny investigation. The Committee agreed to consider regular monitoring reports on the questions submitted. Annex A contains details of the public and Member questions raised at the meeting of Council on 21 July 2016, the Executive on 28 July 2016 and the Extraordinary Executive on 1 September 2016.

Analysis of Issues

Members are requested to consider Annex A and to determine whether it contains issues requiring further consideration and inclusion in the Work Programme for 2016/17.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

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

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

Other financial information relevant to the Recommendation/Decision

None

List of Background Papers

None

Contact Madeleine Shopland	Service Governance and Improvement Services
Telephone No 0118 974 6319	Email madeleine.shopland@wokingham.gov.uk
Date 7 September 2016	Version No. 1

QUESTIONS TO COUNCIL 21 JULY 2016

PUBLIC QUESTIONS

CP1

Guy Grandison has asked the Executive Member for Highways and Transport the following question.

Question

Could the Executive Member for Highways give us an update on the Third Thames Bridge Project, specifically the traffic modelling progress being carried out by WBC?

CP2

Nicola Greenwood has asked the Executive Member for Environment the following question:

Question

Thank you for accepting Wokingham Bridleway Group's petition for an increase in the % of equestrian access in the Borough, the subsequent meeting and letter following the meeting. Please could I ask if the petition issues comes back to council and if not please could you explain how the matter now lies?

CP3

Claire Symes has asked the Executive Member for Highways and Transport the following question:

Question

I am writing with regard to a safe walking and cycling route to the new Bohunt School, Wokingham from The Lilacs in Barkham. My son is due to start at the school this September. This was our first choice school, and as we live under 3 miles away, I believe that free transportation will not be provided by WBC. We were hoping that our son would be able to cycle to school, providing a healthy and independent means of travel.

However, at present, this is not a safe option from The Lilacs. The speed limit on the Bearwood Road only drops to 30 mph at the end of the road, near the roundabout. The WBC factsheet on road speeds states that a child hit by a vehicle driving at 40mph is likely to die! How can I send my child safely off to school on his bike or by foot, when he is at serious risk of death?

There is no safe crossing at the bottom of Bearwood Road, which is a very busy road during rush hour/school commuting times; and there is no safe crossing on the Barkham Road/Barkham end of Langley Common Road. Furthermore, the pavement around the Barkham Manor is dangerously narrow, with a high wall to one side. Traffic regularly speeds around this corner, with little regard for pedestrians.

I urge you to press for a reduced speed limit of 30 mph on the Bearwood Road and to provide a safe crossing on the Bearwood Road and Barkham Road/Langley Common Road, as well as considering what needs to be done to improve the safety of pedestrians and cyclists travelling past the Barkham Manor.

We were encouraged to consider Bohunt as an option, and were assured that whilst the Arborfield development was in progress, the council would ensure that there were safe routes to Bohunt from Barkham, or alternatively, free transportation until this was established.

MEMBER QUESTIONS

CM1

Charles Margetts has asked the Deputy Executive Member for Highways and Transport the following question.

Question

I travel regularly between Wokingham and Waterloo and the train service seems to be inordinately slow. Can the Deputy Executive Member please tell me what representations Wokingham Borough Council has made to seek shorter journey times?

CM2

Alistair Auty has asked the Executive Member for Children's Services the following question.

Question

Could the Executive Member please update the Council on the situation with Emmbrook Infant and Junior School?

CM3

Tim Holton has asked the Executive Member for Environment the following question.

Question

Could the Executive Member explain the basis for the Council's current approach to grass-cutting in the Borough?

CM4

Kate Haines has asked the Executive Member for Children's Services the following question.

Question

Does the Executive Member agree that the Multi-Agency Safeguarding Hub will lead to more effective pooling of knowledge between the Council, the NHS, the Police and the Probation Service, in order to ensure the safety of our children?

CM5

Bill Soane has asked the Executive Member for Environment the following question.

Question

Could the Executive Member explain the benefit to residents of the introduction of permits to use recycling centres?

CM6

David Chopping has asked the Executive Member for Children's Services the following question.

Question

Can the Executive member for education please update the residents of the Maiden Erlegh Ward on the second stage of the expansion of our primary schools to meet the ever increasing demand resulting from being one of the best Education authorities in the south of England?

CM7

Lindsay Ferris has asked the Executive Member for Environment the following question.

Question

What is the overall cost to the council of the decision by West Berkshire Council to cease paying for its residents to use the RE3 recycling centres and the subsequent introduction of a permit system for residents of Wokingham, Bracknell and Reading?

CM8

Prue Bray has asked the Executive Member for Resident Services the following question.

Question

In an attempt to address its financial challenges, the council has begun work on remodelling itself. We understand that the business case for the 21st Century Council project will come to the Executive in the Autumn. For this remodelling to succeed, there will need to be a shift in the way the council interacts with the public, so that the public can more easily get their queries answered satisfactorily and the work load on staff is reduced. This presents both threats and opportunities. If this is got right, there is a genuine chance to improve the responsiveness of the council to its residents. What steps does the administration intend to take to involve the public and others in contributing ideas to the changes to its customer-facing functions so that the outcome is as good as it can be?

CM9

Gary Cowan has asked the Executive Member for Highways and Transport the following question.

Question

At the Arborfield Garrison Public Forum held at Henry Street Garden Centre on June the 29th Officers gave a presentation on safe walking routes to Bohunt School which some residents of both Arborfield and Barkham have serious concerns with. As the Executive Member responsible do you approve of the plan as presented and therefore accept responsibility for its implementation and have you seen and approved any risk assessment attached to this plan?

CM10

Clive Jones has asked the Executive Member for Health and Well-being the following question.

Question

The Government is conducting a dangerous experiment by cutting funding for pharmacies which will see up to 3000 close, thereby reducing people's access to medicines and healthcare advice, and putting extra pressure on GPs and hospitals.

The proposals put at risk a part of the health system that holds the key to solving many of its problems. Patients would be the biggest losers. There are particular concerns about the risks to the most vulnerable people and the most deprived communities, where local pharmacies are often (literally) a lifeline.

What action will you take to minimise the negative impact on Wokingham Borough residents of this government cut to pharmacy funding?

QUESTIONS TO EXECUTIVE 28 JULY 2016

PUBLIC QUESTIONS

EP1

Liz Slocombe has asked the Executive Member for Children's Services the following question.

Question

Since the expense in setting up the Hearing Impaired Unit at Emmbrook infants has already occurred and the only expense is in employing a single Teacher for the Hearing Impaired, who could do outreach work from the school if underemployed, what is the benefit in removing the Unit when the huge number of new family houses being built in Wokingham Borough makes it impossible to predict the number of children moving here who may require it?

EP2

Chas Hockin has asked the Executive Member for Highways and Transport the following question.

Question

The proposed trial of the different car parking charges for Woodley is too short. It should be at least a year to iron out any seasonal fluctuations. Can the Council change its proposal so that the trial lasts at least a year?

MEMBER QUESTIONS

EM1

Lindsay Ferris has asked the Executive Member for Highways and Transport the following question.

Question

What success criteria have been set to enable evaluation of the Woodley car parking charging trial?

EM2

Beth Rowland has asked the Executive Member for Children's Services the following question.

Question

Given the Conservative government's preference for schools to become academies, we welcome the idea of establishing a member/officer working group to explore the possibility of establishing a local multi-academy trust to minimise uncertainty, disruption and expense for schools and thus to benefit their pupils. Can you please confirm that this working group will be formed on a cross-party basis?

QUESTIONS TO EXTRAORDINARY EXECUTIVE 1 SEPTEMBER 2016

PUBLIC QUESTIONS

EP1

Pam Stubbs has asked the Executive Member for Highways and Transport the following question:

Question

A consultation on speed limit changes was initiated by a householder letter on 25th July and the last date for comments was 18th August. Barkham Parish Council, who were not consulted, feel that this TRO is not satisfactory and that since the changes are due to the new school complex, Bearwood Road (within Barkham) ,Barkham Street and Langley Common Road should be considered as part of this TRO.

The School is due to open in a matter of days and we are bewildered by the fact that no thought was given to this until July and also why the Traffic Management Team will not meet with the Parish Council to discuss their proposals until the end of September, when, presumably their changes will already be in place.

EP2

Bernie Waters has asked the Executive Member for Highways and Transport the following question:

Question

The response from Barkham Parish Council stated they would like to see the extent of the proposed 30mph, speed limit on Bearwood Road extended further north to Highlands Avenue. This will be picked up as a wider issue by the Project Manager outside of this TRO process.

What commitment will the Council give to actioning this feedback given that:

- A) The Parish Council is the most informed party to this speed restriction need and that Highlands Avenue is the “Gateway” to the residential area of Bearwood Road Barkham
- B) The cost addition is negligible – a few more signs between the proposed 30 mph limit and the Parish Councils requested limit.

MEMBER QUESTION

EM1

Gary Cowan has asked the Executive Member for Highways and Transport the following question:

Question

WSP had a scheme which the Traffic Management Team and the Highways Inspector asked the Council to look at because the plastic bollards on the extremely narrow footway were being regularly hit by vehicles, which meant they were had to be mounting the footway.

The scheme was on a list to be done just over a year ago that extended the 30 mph speed limit and gave the illusion that the road was narrowing so that this should slow

vehicles entering and leaving the village at this point where currently pupils/parents (many with pushchairs with young children also) walk to The Coombes and when Bohunt opens there will be two traffic with many more pupils/parents walking in the opposite direction at the same times.

The footway is so narrow in this area and it cannot be widened because that is the extent of the footway width of the Council owned land.

Can you explain why this scheme has been totally ignored when the very clear risks to pedestrians, mainly children and their parents is there for all to see and for which you appeared to balk at taking responsibility for as I asked you to do in my recent question at Council?

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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

SEPTEMBER TO DECEMBER 2016

Updated: 30 August 2016

Executive Meeting 29 September 2016

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
WBC868	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/ Emma Lyons	Keith Baker	N/A
WBC862	Civil Parking Enforcement Resolutions <i>Purpose: To agree formal resolutions required as part of the Department for Transport application to take on Civil Parking Enforcement</i>	Executive		Heather Thwaites/ Alison Dray	Malcolm Richards	N/A

WBC866	Council Sites for the Local Plan <i>Purpose: To confirm the sites that the Council wishes to present as part of the Local Plan Call for Sites</i>	Executive		Graham Ebers/Billy Webster	Mark Ashwell	N/A
WBC882	Changes to SACRE Constitution <i>Purpose: To approve amendments to the SACRE Constitution as agreed by SACRE</i>	Executive		Judith Ramsden/ Anne Coffey	Charlotte Haitham Taylor	N/A
WBC884	Shinfield Neighbourhood Plan <i>Purpose: To approve the Shinfield Neighbourhood Plan to proceed to the referendum stage</i>	Executive	Examiner's report Updated Plan	Heather Thwaites/James McCabe	Mark Ashwell	N/A
WBC885	Substance Misuse Business Case <i>Purpose: To sign off the procurement of a Substance Misuse Service for 2017/18 onwards</i>	Executive		Judith Ramsden Stuart Rowbotham/Holli Dalgliesh	Charlotte Haitham Taylor Julian McGhee-Sumner	N/A
WBC886	Local Government Finance Settlement – 4 Year Offer <i>Purpose: To consider and agree a high level 4 year financial plan 2016-2020; which is required to accept the 4 year Local Government Finance Settlement Offer made in January 2016.</i>	Executive		Graham Ebers	Anthony Pollock	N/A
WBC887	Disbanding the Commuted Sums Advisory Panel <i>Purpose: To agree the disbandment of the Commuted Sums Advisory Panel with the aim of streamlining the process of releasing sums funding for affordable housing</i>	Executive		Stuart Rowbotham /Louise Strongitharm	Julian McGhee-Sumner	N/A

WBC888	Wokingham Housing Limited (WHL) Development Opportunities – General Fund Sites <i>Purpose: To agree the transfer of identified Council-owned General Fund sites and funding to Wokingham Housing Limited (WHL) to develop as affordable and market housing</i>	Executive		Stuart Rowbotham /Louise Strongitharm	Julian McGhee-Sumner	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
WBC889	Wokingham Housing Limited (WHL) Development Opportunities – Housing Revenue Account (HRA) Sites <i>Purpose: To agree the transfer of identified Council-owned Housing Revenue Account (HRA) sites and funding to Wokingham Housing Limited (WHL) to develop as affordable housing</i>	Executive		Stuart Rowbotham /Louise Strongitharm	Julian McGhee-Sumner	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
WBC891	The 21st Century Council: Business Case <i>Purpose: To seek approval of the business case for the 21st Century Council, which will lead to a programme of organisational change</i>	Executive		Andy Couldrick	Keith Baker Pauline Jorgensen	N/A

Executive Meeting 27 October 2016

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
WBC871	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/ Emma Lyons	Keith Baker	N/A
WBC872	Revenue Monitoring 2016/17 – end of September 2016 <i>Purpose: To consider the Revenue Monitoring Report, including Treasury Management Indicators, to the end of September 2016</i>	Executive		Graham Ebers/	Anthony Pollock	N/A
WBC873	Capital Monitoring 2016/17 – end of September 2016 <i>Purpose: To consider the Capital Monitoring Report to the end of September 2016</i>	Executive		Graham Ebers/	Anthony Pollock	N/A
WBC874	Leisure Management Contract Strategy <i>Purpose: To agree the procurement process for the Leisure Management Contract</i>	Executive		Stuart Rowbotham/ Darrell Gale	Angus Ross	N/A
WBC890	Corporate Peer Review <i>Purpose: To consider the findings and suggestions of the Corporate Peer Review which took place earlier in the year</i>	Executive		Andrew Moulton	Keith Baker	N/A

WBC870	Leisure Strategy <i>Purpose: To agree to go out to public consultation before returning to Executive for ratification of final Strategy</i>	Executive		Stuart Rowbotham/ Heather Thwaites/ Darrell Gale	Angus Ross	N/A
WBC894	Acquisition of Property (Toutley Cottage) to enable Provision of the North Wokingham Distributor Road <i>Purpose: To consider the voluntary acquisition of Toutley Cottage in order to facilitate delivery of the North Wokingham Distributor Road</i>	Executive		Heather Thwaites/Ian Haller	Malcolm Richards	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

Executive Meeting 24 November 2016

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
WBC883	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/ Emma Lyons	Keith Baker	N/A
WBC875	Leisure Strategy <i>Purpose: To ratify the agreed Leisure Strategy post public consultation</i>	Executive		Stuart Rowbotham/ Darrell Gale	Angus Ross	N/A
WBC892	Future of Bulmershe Leisure Centre <i>Purpose: To consider whether to refurbish or rebuild Bulmershe Leisure Centre</i>	Executive		Stuart Rowbotham/ Bev Thompson	Angus Ross	N/A
WBC893	Acquisition of Property (The Lodge) due to the Provision of the Arborfield Cross Relief Road <i>Purpose: To consider the voluntary acquisition of The Lodge due to the delivery of the Arborfield Cross Relief Road</i>	Executive		Heather Thwaites/Ian Haller	Malcolm Richards	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
WBC860	Buildings of Traditional Local	Executive		Heather	Mark Ashwell	N/A

	Character <i>Purpose: To agree the procedure for the designation of Buildings of Traditional Local Character</i>			Thwaites/Clare Lawrence		

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

Members of the Executive:-

Keith Baker	Leader of Council
Julian McGhee-Sumner	Deputy Leader and Health and Wellbeing
Mark Ashwell	Planning and Regeneration
Charlotte Haitham Taylor	Children's Services
Pauline Jorgensen	Resident Services
Anthony Pollock	Finance
Angus Ross	Environment
Malcolm Richards	Highways and Transport

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
WBC862	Civil Parking Enforcement Resolutions	June 16	Deferred to September Executive. CPE is a very important future requirement and there is a need to provide and explain every aspect in full detail. Additional time and effort is being devoted to provide that extra information.
WBC866	Council Sites for the Local Plan	June 16 July 16	Deferred to September Executive as further work is needed to ensure a complete and accurate list of sites is arrived at; aligned to the Council's requirements
WBC860	Buildings of Traditional Local Character	June 16	Deferred to November Executive in order for further justification to be provided for the need for the new procedure
WBC870	Leisure Strategy	July 16 Sept 16	Deferred to October Executive in order to enable further progress to be made on the Strategy to reflect new evidence relating to access to leisure facilities.
WBC875	Leisure Strategy	Oct 16	As a consequence the final ratification of the Strategy has been deferred to November.
WBC879	Emmbrook Hearing Impairment Unit Closure	July 16	The item has been deferred as further discussions with stakeholders have identified a potential partnership solution requiring more extensive exploration with time needed to confirm operational implications. Date tba.

WOKINGHAM BOROUGH COUNCIL INDIVIDUAL EXECUTIVE MEMBER DECISIONS FORWARD PROGRAMME

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

INDIVIDUAL EXECUTIVE MEMBER DECISIONS

Updated: 12 September 2016

ITEMS FOR CONSIDERATION

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
IMD 2016/32	Sonning Conservation Area Appraisal <i>Purpose: To seek permission to consult for 6 weeks on the Sonning Conservation Area Appraisal</i> Date: 13 September 2016 at 1pm	Executive Member for Planning and Regeneration	Draft Sonning Conservation Area Appraisal	Ian Bailey	Mark Ashwell	N/A

ITEMS FOR CONSIDERATION – DATES TO BE CONFIRMED

None

Members of the Executive:

Keith Baker	Leader of Council
Julian McGhee-Sumner	Deputy Leader and Health and Wellbeing
Mark Ashwell	Planning and Regeneration
Charlotte Haitham Taylor	Children's Services
Pauline Jorgensen	Resident Services
Anthony Pollock	Finance
Angus Ross	Environment
Malcolm Richards	Highways and Transport

Notes:

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Chairman's Report - Health Overview and Scrutiny Committee

September 2016

The Committee met on 11th July 2016. The agenda included the following:

- *Care homes* – The Committee requested an update on care homes and in particular provision and demand of residential and nursing care within the Borough. Members also sought assurance regarding quality of provision of services within Wokingham Borough.
- *Update on the closure of the Independent Living Fund*
- *Support for carers*
- *Healthwatch Wokingham Borough Annual Report 2015-16*

The Committee last met on 8 September 2016 and considered:

- *Update on Step Up, Step Down* - Step-up to support to prevent unnecessary hospital or care home admission or step-down to support on discharge from hospital. Under this scheme accommodation is provided for intense reablement support for up to 21 days. There were presently two one bedroom flats and one two bedroom flat in Alexandra Place. 24 hour support is provided.
- *Healthwatch Presentation*
- *Care Homes and GP registration*
- *Health Overview and Scrutiny Committee - ideas for improvement*

Councillor Houldsworth will raise a question re care home residents being registered with GP's.

The Committee's next meeting is 8th November 2016.

Councillor Ken Miall, Chairman of Health Overview and Scrutiny Committee

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Chairman's Report - Community and Corporate Overview and Scrutiny Committee September 2016

The Committee met on 5 September and considered the following items:

Houses of Multiple Occupation

Clare Lawrence gave an update outlining the results of a process of monitoring and review of the planning and licensing position for HMOs in the Shinfield area. She reported that:

- There had been a reduction in HMO applications;
- Parking was a key issue for residents;
- Government Policy on HMOs was clear and only infractions in Health and Safety could be considered as a reason for suspending a licence;
- The extension of the CPE licensing system to Shinfield might be the best method to deal with the parking issues.

During questions and answers, members raised a number of issues seeking clarification of the points above, which Clare re-iterated, further explaining why the use of Article 4 was not viable. Members also asked about the possibility of using land in the area for parking. In addition, there were a small number of questions from the public in addition.

SuDs Strategy

Francesca Hobson provided an update on the current pressures on flooding and risk management in the Borough and the benefits that would accrue from the adoption of SuDS through the planning process. She informed the Committee that there were 800-900 houses being built in the catchment area and then went on to explain the impact of the SuDS strategy and the fact that it needed to take into account sustainability, risk, water quality and bio-diversity, and that Wokingham Borough Council was leading in this area in Berkshire.

Members raised a number of issues, particularly around the area of funding maintenance and repair. Francesca outlined a series of methods to ensure that developers would be aware of their responsibilities including the registration of assets and their inspection. Members also raised how the interface between other local authorities would be managed and the relationship with land users such as farmers and the approaches taken in these regards were shared.

Work Programme

Details of the Committee's Work Programme are set out elsewhere on the Agenda. The Committee has requested an update on the Travellers in the November meeting.

The November meeting will be held at Winnersh Community Hall.

Philip Mirfin

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**OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE AND
OVERVIEW AND SCRUTINY COMMITTEES**

WORK PROGRAMME 2016/2017

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

**The information in this Work Programme, including report titles is draft and is subject to approval by the Overview and Scrutiny
Management Committee**

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
20 September 2016	Discussion with Councillor Angus Ross, Executive Member for Environment	To consider a submission from Councillor Ross on issues within his portfolio and to submit Member questions	Standing Item	Angus Ross/ Josie Wragg
	Council Plan Performance Monitoring 2015/2016 Quarter 1 Report	To consider follow-up information requested by the Committee following consideration of the Quarter 3 Performance Monitoring report at the meeting on 31 May 2016	Standard Item	Julie Holland
	Monitoring of Public and Member Questions	To review the public and Member questions submitted to the Executive and full Council meetings	Request by the Committee – 31 May 2016	Neil Carr
	Executive Forward Programme and IEMD Forward programme	Standing Item	To consider upcoming Executive Decisions	Democratic Services

	Reports from Chairmen of Overview and Scrutiny Committees	Standing Item	Coordination between the Overview and Scrutiny Committees	Committee Chairmen
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OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
22 November 2016	Discussion with Councillor XX	To consider a submission from Councillor (tba) on issues within his/her portfolio and to submit Member questions	Standing Item	
	Council Plan Performance Monitoring 2015/2016 Quarter 2 Report	To consider follow-up information requested by the Committee following consideration of the Quarter 3 Performance Monitoring report at the meeting on 31 May 2016	Standard Item	Julie Holland
	Monitoring of Public and Member Questions	To review the public and Member questions submitted to the Executive and full Council meetings	Request by the Committee – 31 May 2016	Neil Carr

	Executive Forward Programme and IEMD Forward programme	Standing Item	To consider upcoming Executive Decisions	Democratic Services
	Reports from Chairmen of Overview and Scrutiny Committees	Standing Item	Coordination between the Overview and Scrutiny Committees	Committee Chairmen

Items to be Confirmed:

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Shared Services – Task and Finish Group	To receive an update on the review	Agreed at the Committee meeting on 2 November 2015	Neil Carr
Open Spaces/New Grass Cutting Contract Update	The Executive Member for Environment and relevant Officers to provide an update on the introduction and operation of the new grass cutting contract in November 2016	Requested by the Committee on 7 September 2015	Josie Wragg/ Pete Baveystock
Delivery Options for Highways and Transport	To receive a report once the service review process is complete.	Requested by the Committee on 11 January 2016	Alex Deans
Asset Management Review Programme	To receive a further update as the review progresses	Requested by the Committee on 7 March 2016	Chris Gillett

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
15 November 2016	Delivering Effective Safeguarding Services		Standing item to monitor safeguarding services	Head of Social Care and Intervention
	Children's Services Performance Indicators	To receive an update and monitor Children's Services performance measured by local indicators	Standing item to enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement
	Children's Services O and S Committee Forward Programme	To consider the forward programme of the Committee	Standing item	Democratic Services
21 March 2017	Delivering Effective Safeguarding Services		Standing item to monitor safeguarding services	Head of Social Care and Intervention

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	Children's Services Performance Indicators	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 Narrowing the gap – progress report on schools including the data from 2015/2016 academic year	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 to be confirmed for the following items:

- Career choice and guidance/ training opportunities for children in the Borough
- CPB Annual report;
- Wokingham Safeguarding Children's Board annual report;

COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
7 November 2016	21st Century Council	To consider an update presentation/report on the 21 st Century Council Change Programme	Requested by the Committee on 20 June 2016	Andy Couldrick/ Heather Thwaites
	Overall 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	Mark Ashwell / Bernie Pich
	Review of Procurement	To assess the impact of new Procurement regulations.	Requested by the meeting on November 2015	Pauline Jorgensen
	Highways and Transport Works programmes	To consider the development of the annual work programme. Also to update Members on the highways issues raised at the 20 June meeting	Requested by the O&S Management Committee – 12 July 2016	Alex Deans
	Update on Travellers	To update the committee on the number of incursions onto Borough land over the period from April to the end of September this year and what counter measures have now been installed to prevent future incursions.	Requested by the Chairman – 5 September 2016	Deana Humphreys

	Work Programme	To consider the work programme for the Committee for 2016/2017 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services
DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
9 January 2017	Policing Arrangements	Update on operation of new Bracknell/Wokingham policing arrangements.	Request from the Chairman	Superintendent Rob France
	To assess and review the potential impact of the Government's Right to Buy Scheme	To consider an update on the Government's Right to Buy proposals included in the Housing and Planning Act 2016	Referred by the Overview & Scrutiny Management Committee	Stuart Rowbotham/ Simon Price
	Commuter Parking Task and Finish Group	To consider prioritisation of the Task and Finish Group's recommendations and the potential for income generation arising out of the Crossrail project	Requested by the Executive	David Sleight
	Civil Parking Enforcement (CPE)	To receive an update report on progress relating to the introduction of Civil Parking Enforcement	Requested by Alison Dray, Street Co-ordination Manager	Alison Dray
	Review of the Voluntary Sector	To consider recommendations following the review of the Voluntary Sector in the Borough	Requested at the meeting in March 2016	Keith Baker

	Flood Prevention Measures	Update on arrangements to minimise the risk of flooding in the Borough	Request from the Chairman	Angus Ross/ Francesca Hobson
	Work Programme	To consider the work programme for the committee for 2016/2017 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services
DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
13 Mar 2017	Community Safety Partnership	To consider and annual review of the operation of the Borough's Community Safety Partnership	Required by legislation	Davina Williams
	Cycling Issues	To consider the impact of new cycle lanes across the Borough and cycling safety issues	Requested by the Chairman and Vice-Chairman	Alex Deans
	Work Programme	To consider the work programme for the committee for 2016/2017 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
June 2017	Flood Risk Update Report	To consider any local flooding issues arising during the winter of 2016/17	Statutory requirement	Francesca Hobson
	Work Programme	To consider the work programme for the committee for 2016/2017 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
Tuesday 8 November 2016	Update on how the health and care economy is meeting the needs of the growing care home population in the context of the challenges faced by General Practice	To receive an update on how the health and care economy is meeting the needs of the growing care home population in the context of the challenges faced by General Practice.	To seek assurance	NHS Wokingham Clinical Commissioning Group
	Maternity Services	To receive an update on maternity services and Friends and Family Test ratings for maternity services	To seek further assurance	Caroline Ainslie, Director of Nursing, RBH
	Community Hubs	To seek an update on the progress of community hubs	To be updated	Rhian Warner BCF Project Manager/ James Burgess, Better Care Fund Programme Manager
	Performance Outcomes Report	To monitor performance and identify any areas of concern	Challenge item	CCG
	Health Consultation Report	Challenge item	Challenge item	Democratic Services
	Healthwatch update	Challenge item	Challenge item	Healthwatch Wokingham Borough

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
Monday 16 January 2017	Adults with learning difficulties who require support with their day to day living – accessing health services in a timely manner and engaging with the health and social care system	To be informed of the services and support offered to adults with learning difficulties who require support with their day to day living.	For information	Stuart Rowbotham, Director of Health and Wellbeing
	Primary care facilities at the Arborfield SDL	To be informed of plans for primary care for the Arborfield SDL	For information	Darrell Gale, Consultant in Public Health, Mark Cupit, Delivery Programme Director, CCG
	Impact of the 21st Century Council project on health and social care services	To be informed of the likely impact of the 21 st Century Council project on health and social care services	For information	Stuart Rowbotham, Director of Health and Wellbeing
	Performance Outcomes Report	To monitor performance and identify any areas of concern	Challenge item	CCG
	Health Consultation Report	Challenge item	Challenge item	Democratic Services

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	Healthwatch update	Challenge item	Challenge item	Healthwatch Wokingham Borough

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
Wednesday 8 March 2017	Accessing GP appointments	To be updated around GP capacity and accessing GP appointments to determine if there are any areas of concern	To be updated	CCG
	Community mental health services and accessing mental health services	To be updated on community mental health services available and how mental health services are accessed	To seek assurance	Berkshire Healthcare NHS Foundation Trust
	Performance Outcomes Report	To monitor performance and identify any areas of concern	Challenge item	CCG
	Health Consultation Report	Challenge item	Challenge item	Democratic Services
	Healthwatch update	Challenge item	Challenge item	Healthwatch Wokingham Borough

Currently unscheduled topics:

- Draft Quality Accounts (April 2017)
 - Berkshire Healthcare NHS Foundation Trust
 - Royal Berkshire Hospital NHS Foundation Trust
 - South Central Ambulance NHS Foundation Trust
- Update on work of Clinical Commissioning Group
- Weekend 'bed blocking'