



# WOKINGHAM BOROUGH COUNCIL

A Meeting of the **OVERVIEW AND SCRUTINY  
MANAGEMENT COMMITTEE** will be held in David Hicks 1  
- Civic Offices on **TUESDAY 27 MARCH 2018 AT 7.00 PM**

Manjeet Gill  
Interim Chief Executive  
Published on 19 March 2018

The role of Overview and Scrutiny is to provide independent “critical friend” challenge and to work with the Council’s Executive and other public service providers for the benefit of the public. The Committee considers submissions from a range of sources and reaches conclusions based on the weight of evidence – not on party political grounds.

This meeting may be filmed for inclusion on the Council’s website.

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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

John Kaiser (Chairman)	Laura Blumenthal (Vice-Chairman)	Parry Batth
Lindsay Ferris	Kate Haines	Pauline Helliar-Symons
Ken Miall	Ian Pittock	Malcolm Richards
Bill Soane	Chris Smith	Shahid Younis

### Substitutes

Philip Houldsworth	Abdul Loyes	Imogen Shepherd-DuBey
Rachelle Shepherd-DuBey		

ITEM NO.	WARD	SUBJECT	PAGE NO.
76.		<b>APOLOGIES</b> To receive any apologies for absence.	
77.		<b>MINUTES OF PREVIOUS MEETING</b> To confirm the Minutes of the Meeting held on 21 February 2018.	5 - 8
78.		<b>DECLARATION OF INTEREST</b> To receive any declarations of interest.	
79.		<b>PUBLIC QUESTION TIME</b> 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 <a href="http://www.wokingham.gov.uk/publicquestions">www.wokingham.gov.uk/publicquestions</a>	
80.		<b>MEMBER QUESTION TIME</b> To answer any Member questions.	
81.	None Specific	<b>21ST CENTURY COUNCIL</b> To consider an update on the 21 <sup>st</sup> Century Council change programme.	9 - 30
82.	None Specific	<b>OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMMES 2018-19</b> To confirm the Overview and Scrutiny Work Programmes for 2018/19.	31 - 40

83. None Specific **CONSIDERATION OF THE CURRENT EXECUTIVE FORWARD PROGRAMME** 41 - 46  
To consider the current published version of the Executive Forward Programme.
84. None Specific **UPDATE REPORTS FROM CHAIRMEN OR NOMINATED MEMBER OF THE OVERVIEW AND SCRUTINY COMMITTEES**  
For the Chairman or nominated Member of the Committee to report back in its activities including any requests to undertake reviews.

**Any other items which the Chairman decides are urgent**

A Supplementary Agenda will be issued by the Chief Executive if there are any other items to consider under this heading.

**CONTACT OFFICER**

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## MINUTES OF A MEETING OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE HELD ON 21 FEBRUARY 2018 FROM 7.00 PM TO 8.45 PM

### **Committee Members Present**

Councillors: Laura Blumenthal (Vice-Chairman), Lindsay Ferris, John Kaiser, Ken Miall, Malcolm Richards, Chris Smith and Shahid Younis

### **Other Councillors Present**

Councillors: Imogen Shepherd-DuBey

### **Officers Present**

Neil Carr, Democratic and Electoral Services Specialist  
Louise Griffin, Performance and Programme Management Specialist

### **65. ELECTION OF CHAIRMAN**

Councillor Laura Blumenthal reminded Members that Keith Baker had accepted a position on the Executive and, consequently, could not continue in the role as Chairman of the Committee. It was proposed by Laura Blumenthal and seconded by Lindsay Ferris that John Kaiser be appointed as Chairman of the Committee for the remainder of the Municipal Year.

**RESOLVED:** That John Kaiser be elected as Chairman of the Committee for the remainder of the 2017/18 Municipal Year.

### **66. APOLOGIES**

Apologies for absence were received from Parry Batth, Kate Haines, Pauline Helliars-Symons, Ian Pittock and Bill Soane.

Imogen Shepherd-Dubey attended as a substitute for Ian Pittock.

### **67. MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of the Committee held on 9 January 2018 were confirmed as a correct record and signed by the Chairman.

### **68. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **69. PUBLIC QUESTION TIME**

There were no public questions.

### **70. MEMBER QUESTION TIME**

There were no Member questions.

### **71. COUNCIL PLAN PERFORMANCE MONITORING Q3**

The Committee considered a report, set out on Agenda pages 11 to 20, which gave details of Council Plan performance monitoring for the third quarter of 2017/18 (October to December).

The report covered 48 performance indicators and 19 key projects. It stated that the majority of measures (78%) were achieving the assigned targets (Green) whilst 19% were

slightly off target (Amber). Only two measures were reported as being off target (Red). These were:

- Percentage of child protection visits due in the period which were completed within 10 days of the previous visit;
- Percentage of household waste reused, recycled and composted.

The report gave details of a specific service area showing improved performance – number of affordable homes completed. The target for 2017/18 was completion of 372 affordable homes. It was expected that the final number of completions for the year would be over 450. Furthermore, over 100 of these completions will have been delivered by the Council's own housing companies in relation to projects commissioned and funded by the Council on its land holdings.

During the ensuing discussion Members raised the following points and questions:

- L&CS3: Household waste reused, recycled and composted. Following recent announcements about the collection of additional types of plastic it was felt that performance should be monitored to assess the impact on the overall performance figures.
- CS2: Homelessness decisions made within 45 working days. The loss of a key member of staff had impacted on performance. What was the contingency plan for situations such as this and was effective succession planning in place?
- PS9: Child protection visits completed within 10 days of the previous visit. Why was performance lower than the previous year? In light of the information in the report, was this a SMART target?
- PS15: Leisure centre attendances. Was there any evidence that attendances had picked up in January/February 2018?
- CS10: Business Rates collection. Was performance on track to achieve the 2017/18 target? Why was the 2017/18 target lower than the 2016/17 actual?
- CS14: Percentage of calls answered. What was the number of calls received compared to the number of contacts via the website? In line with the principles of the 21<sup>st</sup> Century Council programme, what were the targets for call diversion to self-service using the Council website?
- General – what was the process for identifying Key Performance Indicators, setting the relevant targets and setting the Red, Amber and Green thresholds? Who decided on the removal and/or introduction of new indicators?

**RESOLVED** That:

- 1) the Quarter 3 Council Plan Performance Monitoring report be noted;
- 2) answers to the questions and queries raised by Members be circulated to the Committee;

- 3) Members submit any further questions or queries to John Kaiser;
- 4) Shahid Younis formulate an appropriate question relating to customer contact and the 21<sup>st</sup> Century Council changes;
- 5) John Kaiser discuss relevant indicators for the measurement of traffic congestion with the Executive Member for Highways and Transport;
- 6) draft Key Performance Indicators for 2018/19 be submitted to the Committee for consideration and comment.

## **72. OVERVIEW AND SCRUTINY WORK PROGRAMMES 2018-19**

The Committee considered a report, set out at Agenda pages 21 to 28, which gave details of proposals for the development of Overview and Scrutiny work programmes for 2018/19.

The report stated that effective work programming was an essential part of Overview and Scrutiny. It was a Member-led process aimed at shortlisting and prioritising issues of community concern together with issues arising out of the Council Plan and major policy or service changes.

Appended to the report were draft work programmes for the Management Committee and the three Overview and Scrutiny Committees. The report stated that press and social media releases had also been circulated in order to generate additional items for inclusion from residents, community groups and Town/Parish Councils.

John Kaiser informed the Committee that a discussion paper would be circulated to Members setting out a proposed direction of travel for the Overview and Scrutiny function. The paper would propose the division of scrutiny into three broad categories:

- Horizon Scanning – looking ahead to changes that will impact on the Council such as central Government initiatives and changes in local government finance;
- Pre-decision Scrutiny – examining draft policies and programmes before they were enacted;
- Post-decision Scrutiny – examining the implementation of new policies and programmes, their effectiveness and the achievement of value for money.

Members considered the draft work programmes and highlighted specific areas of interest. During the ensuing discussion, Members highlighted the following priorities for the Overview and Scrutiny Committees in 2018/19:

### **Overview and Scrutiny Management Committee**

- 21<sup>st</sup> Century Council Programme;
- £500m infrastructure investment – SCAPE contract;
- Local Plan Update;
- Vision and Priorities – Leader and Chief Executive to attend in June 2018;
- General Data Protection Regulations;
- Outcomes from the Traffic Congestion working group.

### **Children's Services Overview and Scrutiny Committee**

- Fairer funding for schools;

- Allocation of school places.

### **Community and Corporate Overview and Scrutiny Committee**

- Waste and recycling (including the collection of food waste);
- Town centre regeneration (including car parking provision);
- Impact of changes to train services.

### **Health Overview and Scrutiny Committee**

- Air quality monitoring;
- Future delivery of Healthwatch.

### **RESOLVED** That:

- 1) the draft work programmes for 2018/19 be amended to reflect the priorities identified by the Committee;
- 2) the draft work programmes be considered further at the next meeting of the Committee alongside suggestions from residents, community groups and other stakeholders;
- 3) Members submit comments on the future direction of the Overview and Scrutiny function to John Kaiser;
- 4) Data Protection changes be considered at the next meeting of the Committee with an invite to all Overview and Scrutiny Members;
- 5) mid-year progress on delivering the work programmes be considered at the meeting of the Committee in November 2018.

### **73. CONSIDERATION OF THE CURRENT EXECUTIVE AND INDIVIDUAL MEMBER DECISION FORWARD PROGRAMMES**

The Committee considered a copy of the Executive Forward Programme and the Individual Executive Member Forward Programme, as set out on Agenda pages 29 to 40.

**RESOLVED:** That the Executive and Individual Executive Member Decision Forward Programmes be noted.

### **74. COMMITTEE WORK PROGRAMMES 2017-18**

The Committee considered its 2017/18 forward work programme and that of the Overview and Scrutiny Committees as set out on Agenda pages 41 to 46.

**RESOLVED:** That the forward work programmes for 2107/18 be noted.

### **75. UPDATE REPORTS FROM CHAIRMEN OR NOMINATED MEMBER OF THE OVERVIEW AND SCRUTINY COMMITTEES**

The Committee considered updates from the Chairmen of the Overview and Scrutiny Committees.

**RESOLVED:** That the updates be noted.

<b>TITLE</b>	<b>21<sup>st</sup> Century Council – Update</b>
<b>FOR CONSIDERATION BY</b>	Overview and Scrutiny Management Committee on 27 March 2018
<b>WARD</b>	None Specific
<b>LEAD OFFICER</b>	Heather Thwaites, Director of Customer and Localities Services and 21CC Programme Manager; Andrew Moulton, Assistant Director, Governance
<b>LEAD MEMBER</b>	Julian McGhee-Sumner, Executive Member for Finance, 21 <sup>st</sup> Century Council, Internal Services and Human Resources

## **OUTCOME / BENEFITS TO THE COMMUNITY**

The 21<sup>st</sup> Century Council programme outlines the following benefits:

- Improved availability of, and access to, Council services through digital channels;
- Swifter resolution of issues and queries;
- Ability for residents to track progress of issues;
- Greater focus on problem-solving and customer responsiveness;
- A leaner, more efficient Council costing significantly less to run.

## **RECOMMENDATION**

The Committee is recommended to:

- 1) scrutinise the attached papers and verbal submissions;
- 2) determine whether it wishes to consider any further documents or invite further witnesses to give evidence;
- 3) consider appropriate recommendations, if any, to the Executive.

## **SUMMARY OF REPORT**

The report provides a summary of progress relating to the implementation of the 21<sup>st</sup> Century Council programme. Appended to the report at Annex A is the most recent progress report to the Executive (January 2018). Annex B contains presentation slides which provide further updates on the programme. Annex C contains an assessment of the 21CC programme from Manjeet Gill, Interim Chief Executive. Annex D sets out the key lines of enquiry agreed by the Chairman.

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<b>TITLE</b>	<b>The 21<sup>st</sup> Century Council – Update</b>
<b>FOR CONSIDERATION BY</b>	The Executive on 25 January 2018
<b>WARD</b>	None Specific
<b>LEAD OFFICER</b>	Heather Thwaites C21 Programme Director
<b>LEAD MEMBER</b>	Oliver Whittle, Executive Member for Finance

#### **OUTCOME / BENEFITS TO THE COMMUNITY**

The transformation of the way the Council operates will achieve the following benefits:

- Improved availability of, and access to, Council services through digital channels
- Swifter resolution of issues and queries
- Ability for residents to track the progress of their issue as it is resolved by the Council
- Greater focus on problem-solving and customer responsiveness
- A leaner, more efficient Council costing significantly less to run

#### **RECOMMENDATION**

The Executive is recommended to note the progress in implementing the 21<sup>st</sup> Century Council programme.

#### **SUMMARY OF REPORT**

The purpose of this report is to inform the Executive of progress over the last quarter in the implementation of the 21<sup>st</sup> Century Council programme. The Executive receives quarterly reports during the implementation period reporting on progress of implementation and revenue return on investment.

The key highlights are set out in the report. Service design in Environment, Income and Assessments and Customer Services is well advanced. The HR process in these areas commenced this month and design of the new Customer and Locality areas is well underway. However there is a delay to the implementation of the programme in most of People Services whilst the Interim Director undertakes a stock take of the Adults and Children's services and this will impact upon the planned realisation of savings in 18/19.

## Background

The C21 Change Programme forms an essential element of the savings contained within the medium term Financial Plan. The programme involves the implementation of a new model of working and organisation for the Council. It is underpinned by an extensive IT programme and will extend to all parts of the organisation over the implementation period. When complete, the programme will contribute ongoing annual savings in staff costs of c. £4.5m.

Implementation commenced following Executive approval of the business case in September 2016. The implementation was phased into two parts, to ensure transition to the new model of working is safe and effective.

Phase 1 ran from October 2016 to Spring 2017 and included:

- Establishment of the reconfigured senior leadership team (Directors and the management tiers below)
- Establishment of the reconfigured Strategy and Commissioning and Support Services
- Implementation of the key IT improvements and integration

Phase 2 is planned to be delivered in two tranches

Tranche 1:

- Environment
- Income and Assessments
- Customer Services
- Children's Social Care

Tranche 2:

- Health and Wellbeing
- Education
- Integrated Mental Health
- Housing
- Public Health

The table below details the revenue reduction targets broken down by these Tranches in order to stay consistent with the Business Case

Phase 2	18/19	19/20
Tranche 1	1.594m	2.125m
Tranche 2	0.425m	0.850m

## Member Engagement with the Programme

The dedicated 21<sup>st</sup> Century Council Member has become cross party and its IT Reference sub group disbanded and encompassed into the main group. The group has met regularly approximately every six weeks. It is making good progress particularly around discussions for active member engagement in the promotion and development of the new ways for residents and users to interact with the Council.

Member IT engagement sessions have been held to introduce Members to Office 365, Modern Gov. and the Customer Account. To date 29 Members have attended and the majority are actively utilising the new and improved systems. The availability of these 121 sessions will be ongoing through the life of the programme. Discussions are beginning on the development of a Member on line intranet to enable greater access to information.

Briefing sessions have been held with all Lead Members whose areas fall within the Tranche 1 service areas. These have enabled Lead Members to understand the design process in the service areas and are precursors to further involvement as process redesign progresses.

The design element of the programme relooks at the data that drove the business case and provokes thought to shape a future service vision and high level service offer. Then looks to produce and validate a “to-be” structure. It also tests that design assumptions are safe validating what we know looking to identify and fill any gaps.

When this is complete individual process are batched together and an intense period of redesign happens using the principles of the programme to improve the resident and customer journey.

A much more joined up and focused locality service delivery is a strong component of the new operating model. A group of Members met in December to commence the design and development of the locality offer. This work is at an early stage and it is also planned to engage the Towns and Parishes in the design process.

The Member group has also instituted a regular briefing update for members similar to that issued regularly for staff. The communication is intended to be targeted and easy to access and signpost where and how to find further information.

Audit Committee received an audit report and judgement on the governance arrangements for the programme. The opinion was that the controls were substantially in place and generally effective – being the second highest possible judgement out of 4 opinions.

A progress update was provided for Overview and Scrutiny at its meeting on 9 January 2018.

## **Highlight Report**

### Tranche 1

Good progress has been achieved in the majority of the service areas that will constitute the Customer and Localities Directorate.

Part of the lessons learnt from Phase 1 was that the Tier 4 managers needed to be appointed earlier in the design process so that they could play a more active role in design, to lead process redesign and crucially to be much better informed and able to lead and support their staff through the HR process. This has been achieved and all but one of the T4 manager posts in Customer and Localities were selected by mid-November.

Service redesign for all of Environment and Incomes and Payments has been undertaken and the HR processes for staff commenced on 9<sup>th</sup> January. This area remains on target for go live in the summer.

Following the departure of the Director of People Services the incoming Interim Director is undertaking a stock take within the Adults and Children's services. This has delayed the progress of the programme in these areas. Consequently, Children's Social Care staff are not involved in the current HR processes as previously planned. This will impact on the timing of the realisation of savings in this area in the next financial year.

#### Tranche 2

The intended programme for delivery of Tranche 2 was August 2018. However the current stock take within People Services has also impacted on progress of the programme in Health and Wellbeing, Education and Integrated Mental Health. Again this will impact on the timing of the achievement of the agreed business case savings in this area.

Significant progress has been made alongside our involved tenants in the emerging design for Housing Services. It is hoped to be able to progress this area together with Public Health including Leisure as intended to be implemented by August 2018.

As we are again in a period of HR processes and staff changes attention is being paid to staff morale although it has to be accepted that some staff will be undergoing a period of uncertainty. Again lessons learnt from phase 1 have led to a reconsideration of the some of the timings and processes involved. Attempts have been made to limit the numbers of staff who have to be placed at risk whilst retaining the paramount intention to be fair to all. Regular temperature checks are being undertaken through the use of the change readiness survey, the closer involvement of the Tier 4 managers and the widened group of Change Agents.

#### Risk Mitigation

The six key programme risks identified in the business case continue to be managed and the member group provides further oversight. Of the risks, given the stock take in People Services, attention will need to be paid to the risks of late realisation of savings and potential increased programme costs. Further consideration to these is given below. Mitigation in respect of the remaining risks: - loss of key people and organisational knowledge; less capacity available post implementation; reduced performance in key service areas and slippage in IT implementation, remains in place.

#### The next period

The next period will see the completion of the HR processes for the Tranche 1 areas (minus Children's Social Care) and the start of the change and transition work in these areas as the new Customer and Localities service areas take shape. Further engagement with Members will be undertaken together with the Towns and Parishes as highlighted above. Work will continue with our tenants and the service areas of Housing and Public Health.

Decisions concerning the programme for People Services will be required to ascertain when the programme can proceed.

## Finance

Phase 1 - Capital and revenue expenditure was within forecast. Financial benefit (from staff savings delivered through the design of more efficient processes and integrated IT systems) is predicted to be £2.1m full year effect for phase 1. This is on track to deliver what was envisaged in the business case and savings.

Phase 2 - The previous update report indicated that the financial impact of the splitting of Phase 2 into two tranches could be contained within the MTFP. The then expected three month lengthening of the programme has been contained within the existing programme budget. The slightly later final realisation of the full savings to the first quarter of 2019/20 (£500,000) has as reported been contained within the MTFP. At that time the programme remained on track to break even in year 2019/20.

However the current delay of the programme in People Services is placing at risk the timing of the full realisation of the planned savings as envisaged in the business case. The planned people services elements of the savings are 18/19 £749,250 and £1,156,000 full year effect thereafter. These figures are comprised of £1.198K Children's Services; £225K Education and £481.5K Adult and Integrated Mental Health Services.

The non-realisation of these savings in 2018/19 and the move to realisation in 2019/20 is reflected in the table below.

### 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.***

	£'000	2016/17	2017/18	2018/19	2019/20	Total
	<b>Revenue</b>	710	2,180	1,500	0	<b>4,390</b>
Business Case	<b>Capital</b>	2,752	1,577	0	0	<b>4,329</b>
	<b>Saving</b>	<b>0</b>	<b>(2,250)</b>	<b>(2,250)</b>	<b>0</b>	<b>(4,500)</b>
	<b>Revenue</b>	600	1,430	2,360	0	<b>4,390</b>
Actual/Forecast	<b>Capital</b>	900	3,329	100	0	<b>4,329</b>
	<b>Saving</b>	<b>0</b>	<b>(2,250)</b>	<b>(1,000)</b>	<b>(1250)</b>	<b>(4,500)</b>

	<b>Revenue</b>	110	750	(860)	0	<b>0</b>
Variance	<b>Capital</b>	1,852	(1,752)	(100)	0	<b>0</b>
	<b>Saving</b>	<b>0</b>	<b>0</b>	<b>(1250)</b>	<b>1250</b>	<b>0</b>

#### **Other financial information relevant to the Recommendation/Decision**

The total programme is intended to deliver an ongoing cost reduction of £4.5million savings pa.

Expenditure over all for the programme remains within budget. Financial benefits for phase 1 were set out in the business plan to be £2.250m of which £2.094 are currently on track for delivery through staffing savings.

The planned lengthening of phase 2 of the programme by approximately three months with the resultant forecast short delay in realisation of the full savings has been contained within the MTFP. Implementation costs of slightly extended programme has also been contained within the existing programme budget.

However the financial impacts of the current delay of the programme in People Services need to be considered. The table above assumes that delayed savings from 18/19 are achieved in 19/20. This will also require further funding to be provided to extend the life of the programme team (currently funded into the third quarter of 18/19). This will result in an overall budget underachievement of savings in 18/19. This will be kept under review but some alternative means of securing a balanced budget may need to be considered including the use of reserves.

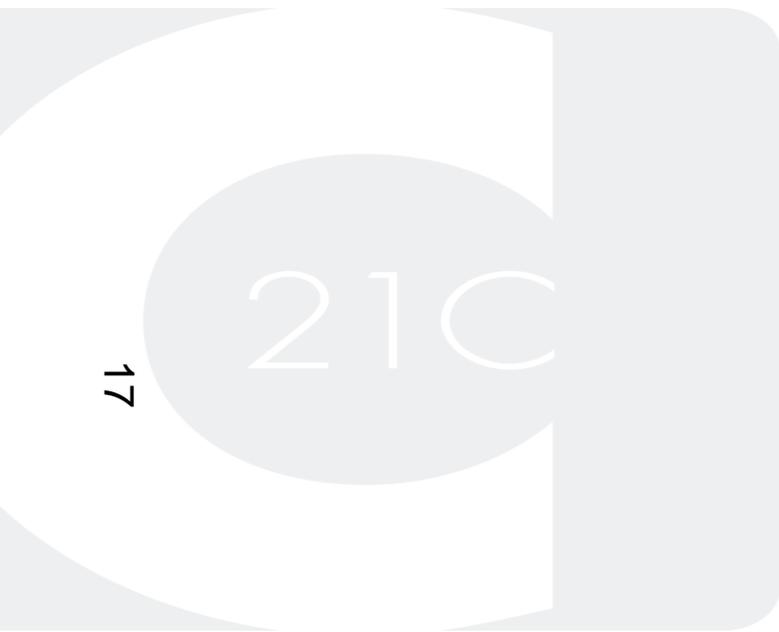
#### **Cross-Council Implications**

This change programme impacts on the whole Council.

#### **List of Background Papers**

21<sup>st</sup> Century Council Business Case – see Executive papers 29 September 2016

<b>Contact</b> Heather Thwaites	<b>Service</b> C21st Programme
<b>Telephone No</b>	<b>Email</b> heather.thwaites@wokingham.gov.uk
<b>Date</b> 5 January 2018	<b>Version No.</b> 4



# 21 Century

## Overview and Scrutiny

Annex B

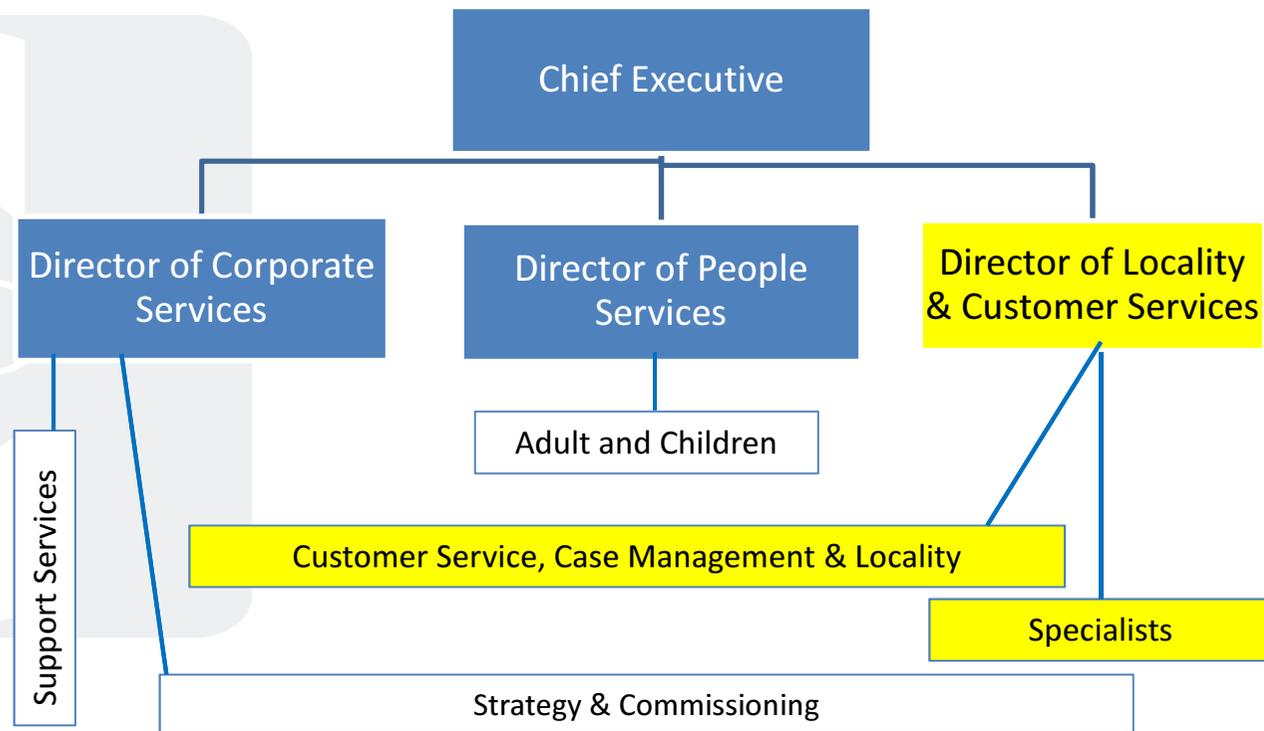


# Programme Summary

- Phase 2 of the Programme is due to be delivered in two tranches
- The programme currently is planned to extend until September 2018
- Implementation of Customer and Locality is progressing to plan with the next key milestone being recruitment and appointment
- However due to the issues in People services Implementation of the programme is delayed leading to a potential underachievement of savings

Programme Status remains **Amber** based on timeline and benefits.

# Phase 2 August 2017– Sept 2018



19



# Staff Affected – Phase 2 Tranche 1

	Phase 2/Tranche 1
At Risk	87
Assimilated	148
Total	235
20	
No change	55
Total Cohort	290

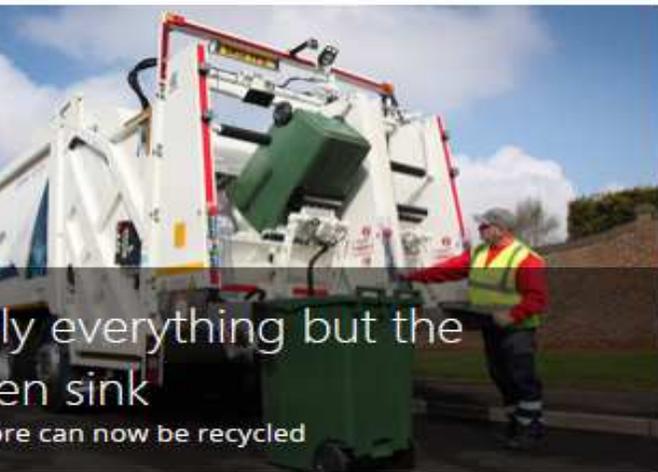


# Staff Support

- All staff have had 'shaping your future' training
- Tier 4 managers fully involved in design
- Focused sessions on preparing and briefing the managers
- Consultation Launch
- 121 support
- Change Agents
- Drop in hubs
- Focused sessions on Customer and Locality
- Team meetings
- 300 comments and questions answered

# Councillor Engagement ongoing

- Briefings and 121 training sessions
- Regular 121 with Leader and 21C Executive and Deputy Member
- Working group – every 6 weeks
- Locality workshop held 12/12/17 and 25/1/18
- Development of a members intranet
- Sessions with Executive and Deputies directly effected by Customer and Locality
- Regular one page briefings for all Members Third one due before end of March
- Update to group in March
- Ongoing O&S sessions



Phase 2 Tranche 1 consultation comes to an end

Planning Roadworks ModernGov Waste

QUICK LINKS

- Outlook Email
- Strategic Development
- Report it
- Press releases

NEWS 23

Categories

- Paying the Living Wage is key to improving social mobility  
23rd Oct 2016
- Success for KPMG's Restructuring team at 2017 TRI Awards  
23rd Oct 2016
- KPMG comments on UK labour market figures KPMG comments on UK labour market figures  
23rd Oct 2016
- Sed Ille Ut Dixi Vitiose  
10th Jan 2016

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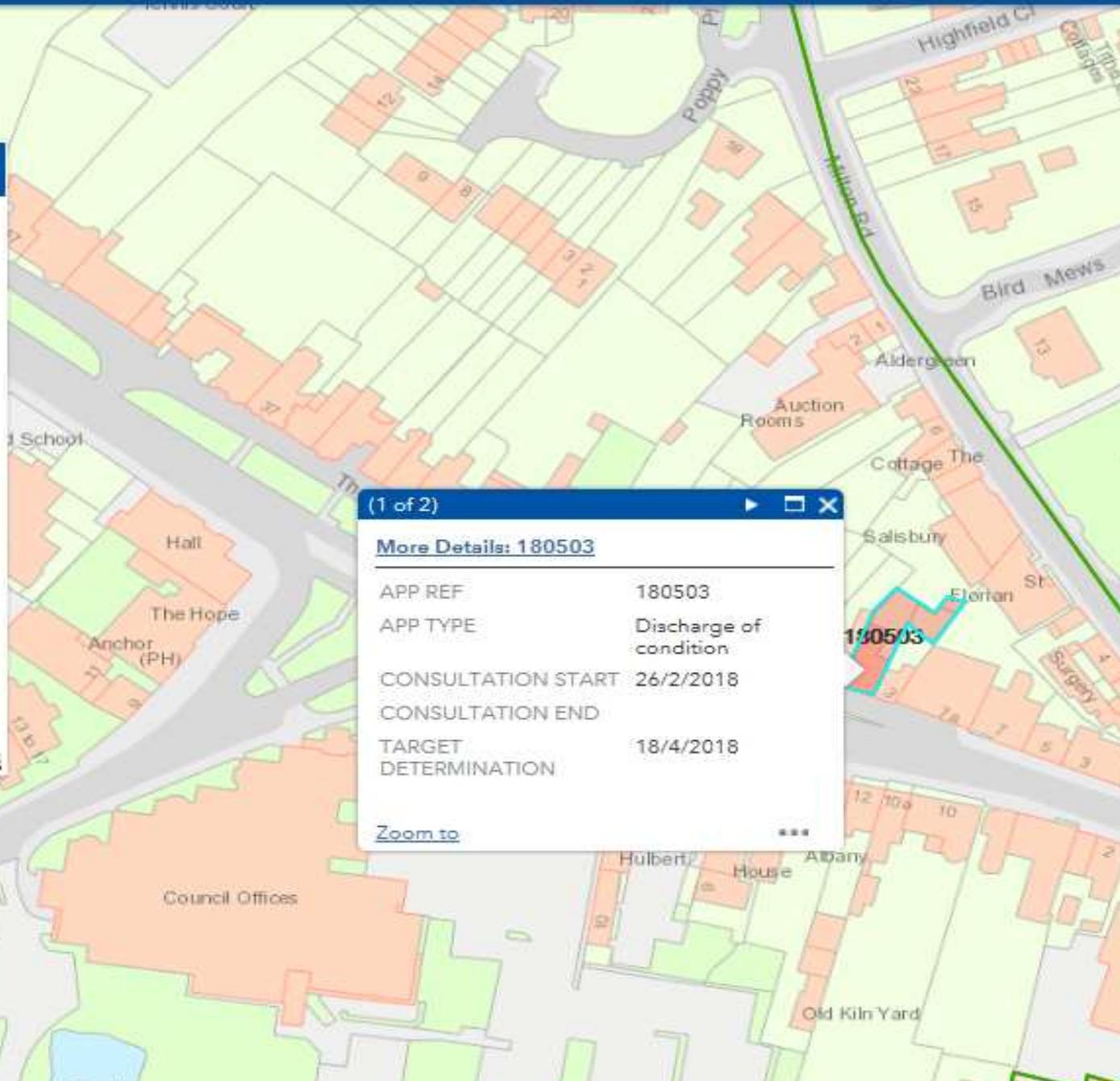
Layer List



Operational layers



- Current Planning Applications
- Post 1998 Planning Applications
- Pre 1998 Planning Applications
- Ward Boundary
- Parish Boundary



(1 of 2)

**More Details: 180503**

APP REF	180503
APP TYPE	Discharge of condition
CONSULTATION START	26/2/2018
CONSULTATION END	
TARGET DETERMINATION	18/4/2018

[Zoom to](#)

# 21<sup>st</sup> Century Council – Locality Principles

*Resilient and flexible workforce to meet the ever changing needs of our customers and physical environment*

Work based around data driven geographical patches

Increased visibility - profile, perception and building on our reputation

Localities Officers will have an element of specialism

Managing demand - facilitating proactive customer enabling and preventative campaigns in local areas

A focus on building community capacity

Intelligence & contribution to shaping services - Able to build a more detailed knowledge of a local area or issues on the ground, leading to better commissioning of services

Close local working with members



Filter by type, location or ID

+ Assignments

Due▼ Priority▼ Assignee▼ Sort▼

Assignments

Cleaner & Greener Inspection

51.420364 -0.883633

High | 2 months ago



Public Rights of Way

51.441084 -0.865614

Low | 1 month ago



Planning Application Site Notice

51.421053 -0.638314

Medium | 2 months ago



Planning Application Site Notice

51.414165 -0.841473

Medium | 1 month ago



Planning Application Site Notice

51.413317 -0.837474

High | 2 months ago



Tree Inspection

Assignments

Workers

Worker

Alex Shiell  
51.4209557 -0.835048

Workload  
6 Assignments

Status  
Working • 2 months ago

Job Title  
Public Rights of Way

Notes  
Alex is skilled in Public Rights of Way.

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## **Overview and Scrutiny Management Committee – 27 March 2018**

### **Observations on and assessment of the implementation of the C21 Change Programme –**

#### **Manjeet Gill - Interim Chief Executive**

The C21 programme has naturally been a key focus of mine since I arrived last September. My overall assessment of the programme is that it is ambitious and bold and an appropriate response to help address in part the ongoing funding challenges that this Council faces. I consider it to be founded on a solid outline business case. It encompasses many aspects that high performing Councils across the country are progressing and seeks to apply these organisationally wide. This increases its potential for greatly enhancing our customer focus but also increases the complexity of implementation. One of the most striking features is that the programme is being led and implemented by our own people. It is introducing and embedding the development of new skills among the Council's staff that will position it extremely well for continued improvement after the programme itself has finished. This together with the significant investment and focus in technology involved will, I feel, help to significantly future proof the organisation and improve resilience.

#### **Progress / Performance of programme**

As I have already said I consider this to be an impressive wide reaching ambitious programme. The planned financial savings are being secured. Phase one and Phase 2 tranche one will deliver £2.75m savings in 18/19 and £3m full year affect in 19/20.

The IT transformation is underway and well progressed. It is well resourced and is placing WBC at the front of the digital agenda. However the benefits of the programme are wider than financial and technological. The programme will see a transformation in the way we interact with our customers. Enhanced customer focus is at the heart of the design of customer and case management enabling more issues to be resolved more quickly and providing better customer service through all interactions with our residents, clients and other service users. All this is also designed to be inclusive particularly for customers and residents who can't or don't want to engage digitally

Central to this is the development of our localities offer. The development and design of this is progressing well with Members at the heart of the design process. Our Towns and Parishes are also increasingly being involved and we have had offers from at least 3 to pilot new arrangements. Our voluntary sector partners are also engaged.

## **Impact of Phase 1**

As indicated above the planned financial savings from Phase 1 have been successfully secured. The new roles of Case Owner and Relationship Manager are bedding in very well across the new Corporate Services areas. In People Strategy and Commissioning there has been some delay in full mobilisation due to needing to recruit to posts. Place commissioning which was more fully staffed from go live is functioning well particularly around the housing and 5 year land supply issues and is working to prepare our new Partnership Plan. It is however inevitable that as we embed our new structures and ways of working that some detailed arrangements may need to be revised due to the nature of complexity that is only understood during implementation.

## **Use of learning**

I have seen a good use of learning from Phase 1 particularly focused around the staff feedback from those involved. Significant changes were made to the staff engagement and HR processes for Phase 2 tranche 1 which have built on the learning from Phase 1 well. This phase has witnessed a much greater training and involvement of the AD's and Tier 4 managers in the consultation process. Whilst there is always room for further improvement, feedback has shown that staff feel more confident that their managers are leading these processes.

The programme has also worked well to reduce the levels of staff disruption through the 'at risk' process. Indeed the proportion of assimilations verses at risk have been reversed. This is not only less disruptive for staff but also to service delivery. Again this has built on the learning from feedback

## **Governance**

I am content that programme is well governed and managed. The CLT has sufficient oversight. The Programme Director reports weekly and provides programme and Council wide leadership and co-ordination. The cross party Member group is well engaged in programme meeting regularly, holding officers to account and playing a crucial role helping to design and implement communications with colleagues and the public. Lead Member involvement is good and democratic oversight is provided regularly by Executive, Audit and O&S.

## **People Services Delay**

The delay in progressing the programme in People Services is unfortunate but understandable. As Chief Executive I consider it is essential that the Interim Director has sufficient time to undertake a stock take of the services we provide for our most vulnerable residents. The Programme Director and Programme Manager are engaging with the People Services Directorate and planning is progressing. Involvement of Optalis and our partners in the wider health system is also being brokered. I would hope that the programme will be able to resume shortly.

## **21<sup>st</sup> Century Council (21CC) – Key Lines of Enquiry**

**27 March 2018**

### **Introduction**

In order to assist the Committee in their discussions we have created some indications on the lines of questioning we wish to pursue. These are not exclusive and we reserve the right to look at any other areas which emerge during the discussion.

### **Line of Enquiry 1 – 21CC Business Case**

The 21CC Business Case was approved by the Executive in September 2016. Please indicate which elements of the Business Case have been delivered on time and on budget and which elements have not.

### **Line of Enquiry 2 - Finances**

A key deliverable of 21CC is financial savings as set out in the Business Case. Please give details of the savings achieved to date and the timeline for achieving the remaining savings outlined in the Business Case. As the programme appears to be overrunning please give details of any additional costs for example consultancy and HR support.

### **Line of Enquiry 3 – IT**

IT investment is a critical component of the 21CC programme. Please update the Committee on the implementation of the IT elements of the project, highlighting any delays, cost overruns or other departures from the September 2016 Business Case.

### **Line of Enquiry 4 – People's Services**

The People's Services elements of 21CC are currently paused while a stocktake is undertaken by the Interim Director. Please explain the reasons for the stocktake and the projected timeline for delivering the People's Services elements of the programme. As Wokingham BC is the first unitary Council to adopt the Ignite 21CC operating model, please explain how the specific challenges for People's Services (demand-led, high complexity, high sensitivity, high risk) are incorporated into the model.

### **Line of Enquiry 5 – Councillor Interactions**

At the July 2017 meeting the Committee emphasised the importance of using 21CC to improve the interaction between Members, Officers and residents. Please give details of progress on this issue and the training and support being provided for Members to develop the role of 21<sup>st</sup> Century Councillor.

Please explain progress on the Localities element of the 21CC programme and how this will support improved communication and interactions.

#### **Line of Enquiry 6 – Customer Contact**

A key aim of 21CC is greater customer self-service supported by improved IT and streamlined processes. Please update the Committee on the development of safeguards to ensure that customers/residents who are not able or willing to self-serve are able to contact the Council and receive the same high levels of service.

#### **Line of Enquiry 7 – Risk Mitigation**

The 21CC Business Case set out the following key risks:

- Loss of key people and organisational knowledge.
- Total predicted annual savings will not be realised.
- Reduced performance in key services.
- The organisation will have less capacity to deliver post implementation.
- Programme costs will exceed the current forecast costs.
- Slippage/delay in implementation of IT infrastructure.

Please give details of the current status of each of the risks and the mitigation measures implemented to date.

#### **Line of Enquiry 8 – Staff Morale**

Staff morale under 21CC was discussed at length at the Overview and Scrutiny Committee meeting in July 2017. Please provide details of the current state of morale and any issues which have impacted on morale over the past six months. What mechanisms are being used to provide evidence of staff morale? The Council appears to be employing a large number of interim/agency staff. What is the impact of this on staff morale, business continuity, risk management and the delivery of savings?

<b>TITLE</b>	<b>Overview and Scrutiny Work Programmes 2018-19</b>
<b>FOR CONSIDERATION BY</b>	Overview and Scrutiny Management Committee on 27 March 2018
<b>WARD</b>	None Specific
<b>LEAD OFFICER</b>	Andrew Moulton, Assistant Director, Governance

## **OUTCOME / BENEFITS TO THE COMMUNITY**

Effective Overview and Scrutiny helps to improve services, holds decision makers to account and engages with local communities. In so doing it helps to demonstrate that the Council and other public service providers are open and transparent and are delivering high quality, value for money services.

## **RECOMMENDATION**

The Committee is requested to:

- 1) agree the Overview and Scrutiny Work Programmes for 2018/19 (Annex A);
- 2) consider the additional Scrutiny request from Finchampstead Parish Council, (Annex B);
- 3) consider any other potential Scrutiny items.

## **SUMMARY OF REPORT**

Effective work programming is a Member-led process aimed at shortlisting and prioritising issues of community concern together with issues arising out of the Council Plan and major policy or service changes. It aims to:

- reflect local needs and concerns;
- prioritise topics for scrutiny which have the most impact or benefit;
- involve local residents and stakeholders;
- be flexible enough to respond to new or urgent issues.

Each year the Committee approves work programmes for itself and the Council's Overview and Scrutiny Committees. Recent discussions have indicated the need for the work programming process to be more robust and for greater engagement between Overview and Scrutiny and the Executive.

The Committee considered the draft work programmes for 2018/19 at its meeting on 21 February 2018. An additional Scrutiny request has been received from Finchampstead Parish Council. This is attached for Members to consider.

## FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

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

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	0	NA	NA
Next Financial Year (Year 2)	0		
Following Financial Year (Year 3)	0		

<b>Other financial information relevant to the Recommendation/Decision</b>
None

<b>List of Background Papers</b>
None

<b>Contact</b> Neil Carr	<b>Service</b> Corporate Services
<b>Telephone No</b> 0118 974 6058	<b>Email</b> neil.carr@wokingham.gov.uk
<b>Date</b> 19 March 2018	<b>Version No.</b> 1.0

## Overview and Scrutiny Work Programmes 2018/19

### 1. Overview and Scrutiny Management Committee

1.	Development of the Overview and Scrutiny Work Programmes and coordination of the work of the Overview and Scrutiny Committees
2.	Discussions with the Leader, Executive Members and Chief Executive to identify priorities and monitor performance against key targets
3.	Monitoring of the Council Plan and the Corporate Peer Review Action Plan
4.	Reviewing the quarterly Council Plan Performance Management report
5.	Reviewing implementation of the Council's 21 <sup>st</sup> Century Council programme
6.	Monitoring Strategic Development Location (SDL) delivery and progress relating to the Local Plan Update
7.	Reviewing the proposed £500m investment in infrastructure (including the SCAPE contract)
8.	Reviewing the Assets Review Programme and the operation of the Council's Property Portfolio Investment Fund
9.	Reviewing the Council's annual Budget Engagement exercise
10.	Monitoring the operation and performance of Council-owned companies
11.	Reviewing the introduction of the General Data Protection Regulations
12.	Monitoring the outcomes delivered by the Thames Valley Berkshire Local Enterprise Partnership
13.	Reviewing the effectiveness of Planning processes relating to the implementation of planning conditions and tree preservation orders
14.	Monitoring the Council's compliance with the Equality Act 2010
15.	Approval of the annual Overview and Scrutiny report to Council
16.	Call-In review of Executive decisions
17.	Appointing Task and Finish Groups to investigate issues of local interest
18.	Reviewing the effectiveness of Overview and Scrutiny and the underpinning support and training provided for Members

## 2. Children's Services Overview and Scrutiny Committee

1.	Monitoring the effective delivery of safeguarding services, including social worker recruitment, retention and training
2.	Reviewing services that contribute to the achievement of the Council's Vision and priorities for children and young people
3.	Reviewing progress in relation to narrowing the gap in educational attainment for children from disadvantaged backgrounds
4.	Reviewing key Children's Services performance indicators and major projects
5.	Reviewing school performance indicators and Ofsted reports
6.	Monitoring the performance of any schools causing concern
7.	Reviewing the allocation of school places across the Borough
8.	Monitoring the impact of the 21 <sup>st</sup> Century Council change programme on Children's Services
9.	Monitoring key strategic initiatives such as the Multi Agency Safeguarding Hub and the development of the Wokingham Multi Academy Trust
10.	Considering the annual report of the Corporate Parenting Board
11.	Input into new policies through pre-decision scrutiny of draft proposals relating to Children's Services
12.	Call-In of Executive decisions relating to Children's Services
13.	Appointing Task and Finish Groups as appropriate

### 3. Community and Corporate Overview and Scrutiny Committee

1.	Reviewing the work of the Community Safety Partnership and the effectiveness of local policing
2.	Exercising the Council's flood risk management responsibilities by monitoring flood risk activities and partnership working with towns and parishes
3.	Monitoring the Council's Capital and Revenue expenditure
4.	Monitoring the Wokingham Town Centre regeneration project (including car park provision) including an evidence session with the Federation of Small Businesses
5.	Reviewing the Council's partnerships with Town and Parish Councils and the voluntary sector
6.	Reviewing service developments relating to waste and recycling services
7.	Reviewing highways and transport issues including customer service, car parking and improvements to cycling facilities
8.	Reviewing the proposed development of the Coppid Beech Park and Ride site
9.	Monitoring the implementation of Civil Parking Enforcement
10.	Monitoring the impact of changes to train services
11.	Reviewing the process for setting fees and charges in the Public Protection service
12.	Input into new policies through pre-decision scrutiny of draft proposals
13.	Appointing Task and Finish Groups as appropriate

#### 4. Health Overview and Scrutiny Committee

1.	Monitoring health and social care outcomes and the performance of the local NHS Foundation Trusts
2.	Reviewing progress on the integration of health and social care services
3.	Monitoring progress relating to the development of community hubs
4.	Considering reports and updates from Wokingham Healthwatch
5.	Reviewing the provision of community mental health services
6.	Considering updates on the work of the Wokingham Clinical Commissioning Group (CCG)
7.	Reviewing access to primary care services within the Strategic Development Locations
8.	Joining West Berkshire, Reading, Oxfordshire and Buckinghamshire Councils in joint scrutiny of the Buckinghamshire, Oxfordshire and Berkshire West Sustainability and Transformation Plan
9.	Monitoring proposals for the future delivery of Healthwatch
10.	Reviewing air quality monitoring across the Borough
11.	Call-In of Executive decisions relating to adult social care
12.	Input into new policies through pre-decision scrutiny of draft proposals relating to adult social care
13.	Appointing Task and Finish Groups as appropriate



**WOKINGHAM  
BOROUGH COUNCIL**

**OVERVIEW AND SCRUTINY – WORK PROGRAMME SUGGESTION FORM**

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

Name: FINCHAMPSTEAD PARISH COUNCIL Contact – Katy Dagnall, Clerk.	
Daytime Contact Number 0118 9088164	Email Address clerk@finchampstead-pc.gov.uk
Evening Contact Number	
Address: FINCHAMPSTEAD PARISH COUNCIL, FBC CENTRE, GORSE RIDE NORTH, FINCHAMPSTEAD RG40 4ES	

<p><b>I would like to suggest that the following matter is reviewed:</b></p> <p>The condition of footways, kerbsides and road signs.</p>
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**Reasons for suggestion:**

Many road signs are not serving their intended purpose due to being

- So dirty they are illegible
- Damaged or broken
- Missing
- Obscured by vegetation
- Obsolete

Many footways have accumulated leaf litter and other debris and encroaching vegetation

- Footways become narrow, uneven and slippery
- This makes them unsafe for users, particularly those with buggies, restricted mobility or visually impairments.
- At worst users have to walk in the road – causing highway safety issues for both the pedestrians and vehicles

Many kerbsides have accumulated leaf litter and debris

- This blocks gullies and can cause flooding
- Roadsides become uneven and slippery – a hazard for cyclists and vehicles

Overall the condition of the road signs, footways and kerbsides leads to:

- Areas looking untidy and uncared for
- Streetscape clutter
- Discourages walking and cycling
- Causes highway safety issues
- Concerns over whether contractors are operating in accordance with the specification and conditions of their contracts, and whether these contracts are being monitored.

The Council's vision states it wishes to 'maintain the quality of our environment'. It's principles include 'improve health, wellbeing and quality of life' and 'deliver quality in all we do'.

The current condition of the road signs, footways and kerbsides does not contribute to or comply with these statements.

Improvements to these areas would not only improve safety for residents, including pedestrians, cyclists and drivers, but could help promote community pride and encourage respect for the environment. It would also encourage the use of sustainable transport options.

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

All aspects are a concern.

Local evidence includes

- Clear deterioration in these areas
- Increasing resident comments and complaints
- High number of comments received in a 2017 household consultation
- Specific examples of ineffectual kerbside sweeping
- Repeated reports of blocked road gullies not actioned
- Specific examples of replacement or new signs failing after a short time – due to quality of product or installation

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

Improvements to highway safety and the quality of the local environment through

- Clear and visible road signs
- Footways safe and useable for pedestrians, and cyclists where appropriate
- Gullies cleared so reducing roadside flooding
- Removal of unnecessary signs and posts reducing streetscape clutter

Efficient use of WBC resources through contractors complying with contract specifications and conditions

An option for Local Councils to buy in to a higher level of service for their area – only after areas are brought up to standard and routine maintenance is being carried out in accordance with contracts.

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

Yes  If necessary

No

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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

## Executive Forward Programme - March to June 2018

Updated 19 March 2018

Ref No.	Subject for Decision	Decision to be taken by	List of Documents to be submitted to the Decision Maker for consideration and Background Documents	Contact Details (Director/ Author)	Responsible Lead Member	Statement as to whether the item is likely to be considered in private and if so the reasons why / Explanation for any deferment of item
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## Executive Meeting 29 March 2018

WBC998	<b>Shareholders' Report</b> Purpose: To consider various items related to the business of the Council owned companies, including their trading position	Executive		Director of Corporate Services - Graham Ebers/ James Sandford	Executive Member Finance - Julian McGhee-Sumner	N/A
WBC969	<b>Custom and Self-Build Housing Register Eligibility Criteria and Fees</b> Purpose: To consider the introduction of eligibility criteria and fees under the Self-Build and Custom Housebuilding Register Regulations	Executive		Interim Director of Environment - Josie Wragg/ Kayleigh Pearse	Executive Member for Strategic Highways and Planning- David Lee, Executive Member Adult Services - Richard Dolinski	N/A This item was deferred from the October Executive in order to refine the detail of the proposed eligibility criteria
WBC1007  42	<b>Neighbourhood Plan Area Application for St Nicholas Hurst</b> Purpose: To consider whether St Nicholas Hurst Parish should be designated as a Neighbourhood Plan Area	Executive	St Nicholas Hurst Parish Council application for the designation of a Neighbourhood Plan Area  St Nicholas Hurst Parish Neighbourhood Plan Area Map	Director of Corporate Services - Graham Ebers/ James McCabe	Executive Member for Strategic Highways and Planning- David Lee	N/A
WBC 1009	<b>Selection of Preferred Registered Provider Partners</b> Purpose: To consider renewing the successful partnership arrangements with Registered Providers (RPs) which has been in existence since 2002.	Executive		Director of Corporate Services - Graham Ebers/ Frances Haywood	Executive Member Adult Services - Richard Dolinski	N/A
WBC977	<b>Supporting the Recruitment and Retention of Foster Carers through Council Tax Rebate</b> Purpose: To support the recruitment and retention of foster carers.	Executive		Interim Director of People Services - Paul Senior/ Lisa Humphreys	Executive Member for Children's Services - Mark Ashwell	N/A This item was deferred from the November Executive in order to carry out further work; including exploring other areas

WBC1001	<b>Unauthorised Encampment Policy for Wokingham Borough Council</b> Purpose: To agree the updated Unauthorised Encampment Policy for Wokingham Borough Council	Executive		Director of Corporate Services - Graham Ebers/ Simon Price	Executive Member for Planning and Enforcement - Simon Weeks	N/A The item has been deferred from the March Executive to allow further discussions with partner agencies to ensure consistency of approach across Berkshire and the Thames Valley Police operating area.
WBC1010	<b>Intelligent Traffic Systems Maintenance - Business Case Approval</b> Purpose: To consider approval of the Business Case to allow a tender for the new Intelligent Traffic Systems Maintenance contract; jointly tendered with the other Berkshire Unitary Authorities.	Executive	Procurement Business Case	Interim Director of Environment - Josie Wragg/ Richard Turner	Executive Member Highways and Transport - Keith Baker	N/A
4 WBC1012	<b>The Wokingham Borough Council (Arborfield Cross Relief Road) Compulsory Purchase Order</b> Purpose: That the Executive consider making a compulsory purchase order (CPO) for the acquisition of all land and interests to deliver the new Arborfield Relief Road ("ACRR")	Executive		Interim Director of Environment - Josie Wragg/ Bruce Hickman	Executive Member for Strategic Highways and Planning- David Lee	N/A
WBC978	<b>Supporting Care Leavers in their Stability and Independence</b> Purpose: To consider a value for money proposition to deliver improved outcomes for our care leavers	Executive		Interim Director of People Services - Paul Senior/ Lisa Humphreys	Executive Member for Children's Services - Mark Ashwell	N/A This item was deferred from the January Executive as further exploration of impact and opportunities for young people was required

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

**Extraordinary Executive 16 May 2018**

WBC 1008	<b>Gorse Ride Estate Regeneration</b> Purpose: To provide a progress update on Phase 1 (covering properties at Cockayne Court, Arnette Avenue (odd numbers 97-107) and 154 Barkham Ride and to consider the long term future of the wider estate.	Executive		Director of Corporate Services - Graham Ebers/ Zareena Ahmed- Shere	Executive Member Adult Services - Richard Dolinski	N/A Yes - it is likely that part of the report will be considered at a private meeting of the Executive. This is because it is likely that the report will contain information which is commercially sensitive and relates to the financial and business affairs of a person. Deferred from March Executive to allow more time to consult affected residents.
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### Executive Meeting 31 May 2018

44	WBC1011	<b>Wokingham Primary School Places Strategy 2018</b> Purpose: To determine the future sufficiency of primary school places across the Borough and where a deficiency is projected recommend remedial action.	Executive	Primary School Place Strategy 2018	Director of Corporate Services - Graham Ebers, Interim Director of People Services - Paul Senior/ Piers Brunning	Executive Member for Children's Services - Mark Ashwell	N/A
	WBC1013	<b>Sites to be Declared Surplus for Disposal</b> Purpose: To consider releasing the freehold of sites for the purpose of providing residential development	Executive		Director of Corporate Services - Graham Ebers/ Dee Maddox- Hinton	Executive Member for Business and Economic Development and Regeneration - Stuart Munro	N/A
	WBC1006	<b>Parking Strategy 2018-2022</b> Purpose: To consider the draft Parking Strategy and agree to proceed to formal consultation	Executive		Interim Director of Environment - Josie Wragg/ Matt Gould	Executive Member Highways and Transport - Keith Baker	N/A Deferred from March Executive in order to refine content of document as a result of internal stakeholder consultation
	WBC1015	<b>Shareholders' Report</b> Purpose: To consider various items related to the business of the Council owned companies, including their trading position	Executive		Director of Corporate Services - Graham Ebers/ Kajal Patel	Executive Member Finance - Julian McGhee-Sumner	N/A

## Executive Meeting 28 June 2018

### Members of the Executive:-

Charlotte Haitham Taylor	Leader of Council
David Lee	Deputy Leader of the Council, Strategic Highways and Planning
Richard Dolinski	Adults' Services, Health, Wellbeing and Housing
Stuart Munro	Business and Economic Development and Regeneration
Mark Ashwell	Children's Services
Norman Jorgensen	Environment, Sports, Environmental Health, Leisure and Libraries
Julian McGhee-Sumner	Finance, 21 <sup>st</sup> Century Council, Internal Services and Human Resources
Keith Baker	Highways and Transport
Simon Weeks	Planning and Enforcement

### 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 974 053 or by emailing [democratic.services@wokingham.gov.uk](mailto:democratic.services@wokingham.gov.uk)

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