

**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 at the meeting of the
Overview and Scrutiny Management Committee on 12 July 2016**

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, specifically: grounds maintenance (grass cutting), leisure strategy and waste strategy, 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
	Public Sector Equality Duty	To consider a report on the Council's duties under the Equality Act 2010	Requested by the Committee – 31 May 2016	Andrew Moulton
	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
	Work Programmes	To consider the Work Programmes for the Management Committee and the three Overview and Scrutiny Committees	Coordination between the Overview and Scrutiny Committees	Democratic Services

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
22 November 2016	Discussion with Executive Member	To consider a submission from an Executive Member on issues within his/her portfolio and to submit Member questions	Standing Item	Neil Carr

	Council Plan Performance Monitoring 2016/2017 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
	Establishing Performance Indicators	To consider a report on the process for establishing performance indicators and setting SMART targets	Requested by the Committee – 31 May 2016	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
	Work Programmes	To consider the Work Programmes for the Management Committee and the three Overview and Scrutiny Committees	Coordination between the Overview and Scrutiny Committees	Democratic Services

Items to be Confirmed:

Shared Services – Task and Finish Group	To receive an update on the review	Agreed at the Committee meeting on 2 November 2015	Neil Carr
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
13 September 2016	Delivering Effective Safeguarding Services	To receive a regular update including an update on the recruitment and retention strategy.	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&S Forward Programme	To consider the Committee's Forward Programme	Standing item	Democratic Services

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	To receive a regular update including an update on the recruitment and retention strategy.	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&S Forward Programme	To consider the Committee's Forward Programme	Standing item	Democratic Services

COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
5 September 2016	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	Review referred to the Committee by the Overview & Scrutiny Management Committee	Stuart Rowbotham/ Simon Price
	Council Policy On Houses In Multiple Occupation	To consider an update report on licencing of HMOS and on how problems relating to parking requirements for HMOs might be addressed through the Borough Design Guide	Referred from meeting on November 2015	John Kaiser
	Review of Procurement	To consider the impact of new Procurement regulations on the Council's activities	Requested by the Committee in November 2015	Pauline Jorgensen
	Civil Parking Enforcement	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
	Commuter Parking Task and Finish Group Recommendations	To consider prioritisation of the Recommendations made by the Commuter Parking Task and Finish Group	Requested by Councillor Norman Jorgensen	Alex Deans/ Malcolm Richards

	Equality Duty – Transgender Issues in Schools	To consider a report on the approach to transgender issues taken by schools in the Borough	Requested by the Committee in June 2016	Brian Grady
	Work Programme	To consider the Work Programme for the Committee for 2016/17	Standing Item	Democratic Services

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	To consider an update report on the regeneration of Wokingham town centre and associated issues	Referred by the Management Committee	Mark Ashwell/ Bernie Pich
	Review of the Voluntary sector	To consider an update following the review of Voluntary Sector activity across the Borough	Requested by the Committee in March 2016	Keith Baker

	Work Programme	To consider the Work Programme for the Committee for 2016/17	Standing Item	Democratic Services
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Item to be Confirmed:

Possible income generation possibilities from the Cross Rail project	To consider possible income generation opportunities from the Crossrail project.	Referred by the Overview & Scrutiny Management Committee	Neil Carr
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HEALTH OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
11 July 2016	Independent Living Fund (ILF)	To receive a further update on the transfer of the ILF	Requested by the Committee in September 2015	Director of Health and Wellbeing
	Care Homes	To receive an update on care homes, including how standards are maintained and staff recruited	To seek assurance	Lynne McFetridge, Head of Adult Social care and Safeguarding / Sarah O'Connor, Adult Safeguarding Manager
	Carers	To consider an update on Carers' Services	To seek assurance	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
	Healthwatch Update	Challenge item	Challenge item	Healthwatch Wokingham Borough

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
8 September 2016	Maternity Services	To receive an update on maternity services and Friends and Family Test ratings for maternity services	To seek assurance	Director of Health and Wellbeing
	Community Hubs	To receive an update on the progress of community hubs	To be updated	
	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