

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE AND OVERVIEW AND SCRUTINY COMMITTEES

WORK PROGRAMME 2014/2015

**Please note that the work programme is a 'live' document and subject to change at short notice.
The information in this work programme is subject to approval at the meeting of the Committee on 24 March 2015**

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
24 March 2015	Balanced Scorecard Monthly Report	To consider monthly Performance Management Information	Standard Item	Julie Holland
	Update on Amended Balanced Scorecard	To consider an update on the redesign of the balanced scorecard.	Requested by the Committee 13/10/14	Julie Holland
	Open Green Spaces Update	To receive an update on the review of Council's open green spaces.	Requested at the Committee meeting 27 January 2015	Josie Wragg
	Highways and Transport Service Review	To brief the Committee on the review of the Council's Highways and Transport services.	Request by Joint Board	Andrew Moulton Sarah Hollamby Matt Davey
	Broadmoor Hospital Update	To receive an update on the situation regarding proposals by the West London Mental Health Trust to decommission a number escape alert sirens covering the hospital.		Kevin Jacob

Update Report on Meeting between the Chairman of the Audit Committee and Chairman of the Overview and Scrutiny Management Committee	To set out an update of the key points arising from the most recent liaison meeting between the Chairman of the Audit Committee and Overview and Scrutiny Management Committee Chairman.	Required as part of the Audit Committee handbook	Kevin Jacob/ Madeleine Shopland
Feedback from latest attendance of the Statutory Scrutiny Officer at the Corporate Leadership Team	To feedback to the Committee on any key aspects arising from the attendance of the Statutory Scrutiny Officer at the Corporate Leadership Team meeting on 24 March 2015.	Action agreed at OSMC meeting 24 November 2014.	Kevin Jacob
Executive Forward Programme	Standing item	To enable the Committee to have foresight of upcoming Executive Decisions	Democratic Services
Reports from Chairman of Overview and Scrutiny Committees /Work Programme	Standing Item	To enable coordination between the Committee and the Committees.	Committees Chairmen

Indicative Items for 2015/2016

- Council Tax Single Person Discount Reviews – Update Comparison Data from other authorities – November 2015
- Business Continuity Update – January 2016
- Update on the Strategic Asset Project Group and Strategic Asset Management Plan – June 2015

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
2 March 2015	Update on 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
	Future Role of WBC as a provider of LEA statutory services Update from Task & Finish Group	To receive an update and draft recommendations from the investigation of future role of Wokingham Borough Council as provider of Local Education Authority statutory requirements/service	Issue referred from Management Committee	Alan Stubbersfield, Head of Learning & Achievement
	Special Education Needs and Disability (SEND) Reforms	To receive a report on the implementation of the new requirements for the provision of SEND services under the Children and Families Act	To inform the Committee of the new service provision.	Louise Rowlinson, Project Manager

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	National and Local Performance Indicators	To receive an update and monitor Children's Services performance measured by local and national 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
Future meetings in 2015/16 - dates to be confirmed				
1 July tbc	Update on 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

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
	National and Local Performance Indicators	To receive an update and monitor Children's Services performance measured by local and national 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
22 Sept tbc	Annual Report of Wokingham Safeguarding Children Board	To consider the Wokingham Local Safeguarding Children Board's (WSCB) Annual Report	To monitor the work of the WSCB	Children's Services /WSCB
	Standing Items			

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
27 Oct tbc	Review of the Effectiveness of Governing Bodies - Monitoring	To receive a monitoring report on the implementation of the approved recommendations the Report on the review of the Effectiveness of Governing Bodies -	To monitor implementation of the Review recommendations	Head of Learning & Achievement/ Governor Services
	Standing Items			
2 Dec tbc	Standing Items			
23 Feb tbc	Standing Items			

COMMUNITY PARTNERSHIPS OVERVIEW AND SCRUTINY COMMITTEE

Work Programme from September 2014

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

The information in this work programme is subject to approval at the Committee meeting scheduled for 22 January 2014
2014.

*The order in which items are listed at this stage may not reflect the order they subsequently appear on the agenda / are dealt with
at the scrutiny meeting.*

All Meetings start at 7pm in the Civic Offices, Shute End, Wokingham, unless otherwise stated.

COMMUNITY PARTNERSHIPS

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
22 January 2015	Work Programme	To consider the work programme for the committee for 2014/15	Standing item	Democratic Services
	Review of Outside Bodies Appointments	To consider evidence gathered as part of the review	Referred to the Committee by the OSMC	Democratic Services
11 March 2015	Annual Report	To receive the Committee's annual report	Standing item	Democratic Services
	Work Programme	To consider the work programme for the Committee for 2014/15	Standing item	Democratic Services

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

DATE OF MEETINGS	ITEM	PURPOSE OF REVIEW	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
TBC	Personal Budgets.	Previous reviews undertaken of “Putting People First” in 2009 and Adult Social Care (2013) have looked at some aspects of this topic.	Referred to the Committee by the OSMC	Issue being considered by HOSC / Health and Wellbeing Board
	Work Opportunities for People with Learning Difficulties and Mental Health Issues.	OSMC suggested that the Council should lead by example and find innovative but legal ways of encouraging the employment of people with learning difficulties and mental health problems.	Referred to the Committee by the OSMC	Issue being considered by HOSC / Health and Wellbeing Board
	Fairer Contributions - Changes to Charges for Adult Social Care	Executive item currently on hold on the Executive Forward Programme. OSMC had previously expressed an interest in the item and wanted to consider the draft Executive report or receive a briefing prior to an Executive decision.	Referred to the Committee by the OSMC	Issue being considered by HOSC / Health and Wellbeing Board

CORPORATE SERVICES OVERVIEW AND SCRUTINY COMMITTEE

Work Programme from 27 January 2015

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

The information in this work programme is subject to approval at the Committee meeting scheduled for 10 November 2014.

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CORPORATE SERVICES OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2014/15

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
27 January 2015 (meeting moved from 14 January 2015)	Work Programme	To consider the work programme for the committee for 2014/15	Standing item	Democratic Services
	Planning Enforcement Service Action Plan and Consultation on the Local Plan	To consider the consultation on the local enforcement plan that will set out the Council's policy and procedure to address improvements to the service.	Requested by the Committee	Heather Thwaites / Clare Lawrence
	Wokingham Town Car Parks Strategy and Council Car Parks Strategy	To receive a report on activity and achievements and to receive feedback on the consultation carried out earlier this year	Referred to the Committee by the OSMC	Matt Davey
	Review of Commuter Parking	To consider terms of reference for a possible review	Referred to the Committee by the OSMC	Councillors Norman Jorgensen and Lindsay Ferris

	Review of Town Centre Regeneration Scheme	To consider the business case for the regeneration of the town centre and to scope the review	Referred to the Committee by the OSMC	Executive Member for Regeneration and Bernie Pich
10 March 2015	Work Programme	To consider the work programme for the committee for 2014/15	Standing item	Democratic Services
	Upkeep and Maintenance of Sports Pitches	To receive a report on the upkeep and maintenance of sports pitches in the Borough and to consider whether their condition has an impact on usage and revenue	Referred to the Committee by the OSMC	Beverley Thomson
	Decent Homes Standard	To receive a report on progress towards meeting the standard and targets	Referred to the Committee by the OSMC	Stuart Rowbotham / Simon Price

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

Work Programme 2014/15 from July 2014

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All Meetings start at 7pm in the Civic Offices, Shute End, Wokingham, unless otherwise stated.

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
Monday 23 March 2015	Update on implementation of Better Care Fund Plan (particularly integration of short term care)	To update the Committee on progress being made	Adult Social Care / CCG	Look after the vulnerable Improve health, wellbeing and quality of life	
	Update on RBH	To receive a general update on performance, patient satisfaction and any issues identified in the CQC inspection (March 2014)	RBH	Look after the vulnerable Improve health, wellbeing and quality of life	
	Draft Berkshire Healthcare NHS Foundation Trust Quality Accounts	To receive the draft Berkshire Healthcare NHS Foundation Trust Quality Accounts	BHFT	Look after the vulnerable Improve health, wellbeing and quality of life	
	Workforce use – increased use of nurses and patients’ views	To receive information on increasing use of nurses	CCG/Healthwatch	Look after the vulnerable Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance	CCG	Improve health, wellbeing and quality of life	

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
	Health Consultation Report	Standing item	Democratic Services	Improve health, wellbeing and quality of life	

Currently unscheduled topics:

- Draft Quality Accounts
 - Berkshire Healthcare NHS Foundation Trust
 - Royal Berkshire Hospital NHS Foundation Trust
 - South Central Ambulance NHS Foundation Trust
- Ambulance queuing and bed blocking
- CCG Funding allocation
- Access to cataract services

Possible topics for 2015/16:

- Berkshire Public Health Agreement
- Sexual health contract procurement look back (for early 2015/16)
- Health Protection Arrangements

Possible referrals to Children’s Services Overview and Scrutiny Committee/ joint working

- School nursing – involving internal and external partners
- 0-5 health offer (health visiting service) – late 2015/16?

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