

TITLE	Work Programme 2019/20
FOR CONSIDERATION BY	Community and Corporate Overview and Scrutiny Committee – 2 September 2019
WARD	None Specific
LEAD OFFICER	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) review its Work Programme for 2019/20 (Annex A);
- 2) prioritise the items in the work programme and allocate items to forthcoming meetings;
- 3) consider any other potential Scrutiny items for consideration during 2019/20;
- 4) consider currently scheduled items and extraordinary meeting dates as set out in Annex B.

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 Overview and Scrutiny Management Committee approves work programmes for itself and the Council's three Overview and Scrutiny Committees.

The work programme is set out at Annex A for Members to consider and to prioritise items for future meetings.

Background

An effective Overview and Scrutiny function is underpinned by robust work programming. Effective work programming lays the foundations for targeted scrutiny of issues of local importance. It helps to ensure that Overview and Scrutiny adds value and makes a difference. Effective work programming helps to:

- prioritise issues for in-depth work where Overview and Scrutiny can make an impact and add value;
- reduce the need for “information only” reports;
- achieve a balance between pre-decision scrutiny, policy development and performance/budget monitoring;
- contribute at an earlier stage in the decision making process;
- increase public and stakeholder involvement in Overview and Scrutiny;
- retain flexibility in order to respond to urgent issues arising during the year.

The issues identified for consideration by Overview and Scrutiny should be of interest or concern for local residents and generate public interest and involvement in the Overview and Scrutiny process.

In order to generate ideas and involvement from local residents, community groups and stakeholders the Council’s website and social media are used to publicise the development of the work programme and to invite suggestions for items to be included.

Annex A to the report sets out items to be included in the Committee’s work programme for 2019/20. The Committee is requested to consider the list of items and to discuss its priorities for consideration at meetings in 2019/20.

Members may also wish to add further items to the work programme and consider how each item will be addressed, e.g. through reports to the Committee or the establishment of time limited Task and Finish groups.

As part of the work programming process, residents, community groups and Town and parish Councils were invited to identify issues to be considered in 2019/20.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council continues to face severe financial challenges over the coming years as a result of reductions to public sector funding and growing pressures in our statutory services. It is estimated that Wokingham Borough Council will be required to make budget reductions of approximately £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	Yes	Revenue
Next Financial Year (Year 2)	£0	Yes	Revenue
Following Financial Year (Year 3)	£0	Yes	Revenue

Other financial information relevant to the Recommendation/Decision
None

Cross Council Implications
None

Other financial information relevant to the Recommendation/Decision
None

Reason Report is Considered in Part 2
N/A

Public Sector Equality Duties
When engaging with the community for potential scrutiny items, due care is taken to ensure that residents from all backgrounds are reached. This is achieved by communicating through various forms of traditional and social media.

Background Papers
None

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Date 21 August 2019	Version No. 1.0

Annex A

Community and Corporate Overview and Scrutiny Committee Work Programme 2019/20

1.	Reviewing the work of the Community Safety Partnership, the effectiveness of local policing and fire and rescue services
2.	Exercising the Council's flood risk management responsibilities by monitoring flood risk activities and partnership working with Towns and Parishes
3.	Scrutinising the Council's Budget development process and the draft Budget for 2020/21
4.	Scrutinising the Wokingham Town Centre regeneration programme, including the Safety and Financial Audits relating to the Market Place highways project
5.	Reviewing the effectiveness of the Council's partnerships with Town and Parish Councils and the voluntary sector
6.	Scrutinising service and policy developments relating to the Council's public facing services and its in-house support services
7.	Reviewing highways and transport issues including the new highways contracts, customer service, car parking and cycling facilities
8.	Reviewing the Business Case supporting the development of the Coppid Beech Park and Ride site
9.	Scrutinising the implementation of Civil Parking Enforcement across the Borough
10.	Scrutinising burial capacity across the Borough and the Council's plans to ensure future capacity
11.	Input into new policies through pre-decision scrutiny of draft proposals
12.	Appointing Task and Finish Groups as appropriate

Annex B

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
24 September 2019 (Extraordinary)	Budget Scrutiny	To scrutinise the Council's Budget setting process and the draft Budget for 2020/21	Work Programme	Bob Watson/Graham Ebers
	Work Programme	To consider the work programme for the Committee for 2019/20	Standing Item	Democratic Services

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DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
30 October 2019 (Extraordinary)	Budget Scrutiny	To scrutinise the Council's Budget setting process and the draft Budget for 2020/21	Work Programme	Bob Watson/Graham Ebers
	Flood Risk Management	To consider an update on the Council's plans and partnership working with local stakeholders	Work Programme	Francesca Hobson
	Work Programme	To consider the work programme for the Committee for 2019/20	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
25 November 2019 2019	Budget Scrutiny	To scrutinise the Council's Budget setting process and the draft Budget for 2020/21	Work Programme	Bob Watson/Graham Ebers
	Work Programme	To consider the work programme for the Committee for 2019/20	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
4 December 2019 (Potential Extraordinary meeting)	Borough Design Guide	To receive an update on the development of the new Borough Design Guide.	Committee Request	Clare Lawrence
	Review of Burial Ground Capacity	To review the capacity of burial grounds within the Borough	Work Programme	Peter Baveystock
	Work Programme	To consider the work programme for the Committee for 2019/20	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
6 January 2020 (Date potentially moved from 13th January)	Budget Scrutiny	To scrutinise the Council's Budget setting process and the draft Budget for 2020/21	Work Programme	Bob Watson/Graham Ebers
	Police Service Update	To receive an update from the local police service.	Work Programme	Democratic Services
	Fire Service Update	To receive an update from the local fire service.	Work Programme	Democratic Services
	Community Safety Partnership	To receive an update from the Community Safety Partnership.	Work Programme	Narinder Brah
	Work Programme	To consider the work programme for the Committee for 2019/20	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
13 January 2020 (TBC)	Work Programme	To consider the work programme for the Committee for 2019/20	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
23 March 2020	Work Programme	To consider the work programme for the Committee for 2019/20	Standing Item	Democratic Services