

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

**WORK PROGRAMME 2015/2016**

**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 Committee on 27 July 2015**

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
27 July 2015	<b>Balanced Scorecard Year End 2014/2015 (Old Format)</b>	To provide performance management information for the Council over the 2014/2015 financial year so the Committee can identify possible areas requiring further action.	Standards Item	Julie Holland
	<b>Executive Forward Programme</b>	Standing item	To enable the Committee to have foresight of upcoming Executive Decisions	Democratic Services
	<b>Houses of Multiple Occupation – Scrutiny Review Suggestion</b>	To consider a scrutiny review suggestion form submitted by Councillor Parry Baath concerning policy towards Houses of Multiple Occupation. Consideration of the suggestion will enable the Committee to determine whether there is an area of concern requiring further investigation.	The Committee is required to consider the suggestion made.	Democratic Services

	<b>Reports from Chairman of Overview and Scrutiny Committees/Work Programme</b>	Standing Item	To enable coordination between the Committee and the Committees.	Committees Chairmen
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<b>DATE OF MEETING</b>	<b>ITEM</b>	<b>PURPOSE OF REPORT</b>	<b>REASON FOR CONSIDERATION</b>	<b>RESPONSIBLE OFFICER / CONTACT OFFICER</b>
7 Sept 2015				
	<b>Executive Forward Programme</b>	Standing item	To enable the Committee to have foresight of upcoming Executive Decisions	Democratic Services
	<b>Reports from Chairman of Overview and Scrutiny Committees/Work Programme</b>	Standing Item	To enable coordination between the Committee and the Committees.	Committees Chairman

<b>DATE OF MEETING</b>	<b>ITEM</b>	<b>PURPOSE OF REPORT</b>	<b>REASON FOR CONSIDERATION</b>	<b>RESPONSIBLE OFFICER / CONTACT OFFICER</b>
<b>2 Nov 2015</b>	<b><i>Council Tax Single Person Discount Reviews – (provisional)</i></b>	To receive updated Comparison Data from other authorities	Committee request at November 2014 meeting.	Rob Stubbs
	<b>Balanced Scorecard Quarterly 1 2015/2016 Report</b>	To consider the latest Council performance management information.	Standard Item	Julie Holland
	<b><i>Update on the Work of the Strategic Asset Project Group and the Asset Management Plan –(provisional)</i></b>	To provide an update on the work on the Strategic Asset Project Group and the production of the Asset Management Plan	Suggested by Graham Ebers, Director Finance and Resources in October 2014	Graham Ebers/ Chris Gillett
	<b>Executive Forward Programme</b>	Standing item	To enable the Committee to have foresight of upcoming Executive Decisions	Democratic Services

	<b>Reports from Chairman of Overview and Scrutiny Committees/Work Programme</b>	Standing Item	To enable coordination between the Committee and the Committees.	Committees Chairman
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<b>DATE OF MEETING</b>	<b>ITEM</b>	<b>PURPOSE OF REPORT</b>	<b>REASON FOR CONSIDERATION</b>	<b>RESPONSIBLE OFFICER / CONTACT OFFICER</b>
<b>11 Jan 2016</b>	<b><i>Business Continuity Update – Emergency Alert Mechanisms – (provisional)</i></b>	To receive an update on Business Continuity Arrangements including arrangements for emergency alerts.	Agreed by the Committee 24 March 2015	Brett Dyson/ Kevin Jacob
	<b>Balanced Scorecard 2015/2016 Quarterly 2 Report</b>	To consider the latest Council performance management information.	Standard Item	Julie Holland

	<b>Executive Forward Programme</b>	Standing item	To enable the Committee to have foresight of upcoming Executive Decisions	Democratic Services
	<b>Reports from Chairman of Overview and Scrutiny Committees /Work Programme</b>	Standing Item	To enable coordination between the Committee and the Committees.	Committees Chairmen
<b>DATE OF MEETING</b>	<b>ITEM</b>	<b>PURPOSE OF REPORT</b>	<b>REASON FOR CONSIDERATION</b>	<b>RESPONSIBLE OFFICER / CONTACT OFFICER</b>
<b>7 Mar 2016</b>	<b>Balanced Scorecard 2015/2016 Quarterly 3 Report</b>	To consider the latest Council performance management information.	Standard Item	Julie Holland
	<b>Overview and Scrutiny Management Committee and Committees Annual Report 2015/2016</b>	To consider the Committee's Annual Report.	Standard Item	Kevin Jacob

	<b>Executive Forward Programme</b>	Standing item	To enable the Committee to have foresight of upcoming Executive Decisions	Democratic Services
	<b>Reports from Chairman of Overview and Scrutiny Committees /Work Programme</b>	Standing Item	To enable coordination between the Committee and the Committees.	Committees Chairmen

## CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
<b>21 July</b>	Delivering Effective Safeguarding Services	To receive a regular update including: <ul style="list-style-type: none"> <li>• an update on the recruitment and retention strategy.</li> <li>• Early Help and Innovations programme – report from Thames Valley Police (TVP) on their contribution to the Front Door work stream</li> <li>• Update on the development of M.A.S.H.</li> <li>• Children's Social Care Annual Report</li> </ul>	Standing item to monitor safeguarding services <ul style="list-style-type: none"> <li>• To receive and update</li> <li>• To receive information on the work stream</li> </ul>	Head of Social Care and Intervention/ HR  TVP
	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 and framework for new disability strategy	To inform the Committee of the new service provision.	Brian Grady/ Kathy Roberts

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	Primary Place Planning and allocation process	Following a scrutiny request, to receive an initial report on pupil place planning and processes for the allocation of places across the Borough including Earley.	Review request referred from Overview & Scrutiny Management Committee	Director, Children's Services
	Review Draft Primary Strategy	To consider the refresh of the Primary School Places Strategy	Request from Officers	Judith Ramsden/Piers Brunning
	Children's Services Performance Indicators	To receive an update and monitor Children's Services performance measured by local indicators	Standing Item To enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement
	Children's Services O and S Committee Forward Programme	To consider the forward programme of the Committee	Standing Item	Democratic Services

<b>DATE OF MEETING</b>	<b>ITEM</b>	<b>PURPOSE OF REPORT</b>	<b>REASON FOR CONSIDERATION</b>	<b>RESPONSIBLE OFFICER / CONTACT OFFICER</b>
<b>22 Sept</b>	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
	Delivering Effective Safeguarding Services	To receive a regular update, including the impact of the Early Help and Innovations Programme	Standing item to monitor safeguarding services	Head of Social Care and Intervention
	Children's Partnership	To receive a report on the work of the Children's Partnership which is one of as one of the Health & Wellbeing Board Partnership Groups which have responsibility for the implementation of designated programmes within the Health & Wellbeing Strategy.  (One of the functions of the Committee is to scrutinise/review the issues that relate to the implementation of designated programmes within the Health & Wellbeing Strategy that relate to children and young people).	To inform the Committee of the activities of the Partnership to allow its work to be scrutinised/reviewed	Judith Ramsden/ Brian Grady

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	Annual Report of Corporate Parenting Board	To receive the annual report of the Corporate Parenting Board	To monitor the implementation of the recommendations of the Looked After Children Review	Judith Ramsden/ Head of Safeguarding and Social Care
	The Process of School Budget Setting and funding allocation	Following a scrutiny request, to consider setting up a review of the process around setting school budgets and funding allocation, including the funding formula and opportunities to influence Government	Review request referred from Overview & Scrutiny Management Committee	Rob Stubbs/Alan Stubbersfield
	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

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	Children's Services O and S Committee Forward Programme	To consider the forward programme of the Committee	Standing Item	Democratic Services
<b>27 Oct</b>	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
	Impact of the Apprenticeship Programme	To receive a report giving details of the programme to provide apprenticeships for young people.	To monitor this provision	
	Delivering Effective Safeguarding Services	To receive a regular update	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

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	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
<b>2 Dec</b>	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  Achievement Gap Review	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement

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	Children's Services O and S Committee Forward Programme	To consider the forward programme of the Committee	Standing Item	Democratic Services
<b>23 Feb 2016</b>	Children's Services Performance Indicators	To receive an update and monitor Children's Services performance measured by local indicators	Standing Item To enable the Committee to assess performance and identify areas of concern	Children's Services Performance & Information Team
	School Performance Indicators and Ofsted reports, School Improvement	To receive information on schools' performance, and to review recent Ofsted Reports	Standing item to enable the Committee to assess performance and identify areas of concern	Head of Learning & Achievement
	Children's Services O and S Committee Forward Programme	To consider the forward programme of the Committee	Standing Item	Democratic Services



**CORPORATE SERVICES OVERVIEW AND SCRUTINY COMMITTEE**  
**Work Programme from June 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 27 July 2015**

*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 7.00pm in the Civic Offices, Shute End, Wokingham, unless otherwise stated.**

**CORPORATE SERVICES OVERVIEW AND SCRUTINY COMMITTEE  
WORK PROGRAMME 2015/16**

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<b>DATE OF MEETING</b>	<b>ITEM</b>	<b>PURPOSE OF REPORT</b>	<b>REASON FOR CONSIDERATION</b>	<b>RESPONSIBLE OFFICER / CONTACT OFFICER</b>
<b>22 June 2015</b>	<b>Review of Town Centre Regeneration Scheme</b>	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 / Bernie Pich
	<b>Work Programme</b>	To consider the work programme for the committee for 2014/15	Standing item	Democratic Services
<b>DATE OF MEETING</b>	<b>ITEM</b>	<b>PURPOSE OF REPORT</b>	<b>REASON FOR CONSIDERATION</b>	<b>RESPONSIBLE OFFICER / CONTACT OFFICER</b>
<b>23 Sept 2015</b>	<b>Upkeep and Maintenance of Sports Pitches</b>	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.	Josie Wragg

	<b>Review of Town Centre Regeneration Scheme</b>	To consider further financial information in relation to the business case for regeneration and thus provide assurance relating to the project.	Further information requested by the Committee on 22 June 2015	Executive member for Regeneration / Bernie Pich
	<b>Work Programme</b>	To consider the work programme for the committee for 2015/2016 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services
<b>DATE OF MEETING</b>	<b>ITEM</b>	<b>PURPOSE OF REPORT</b>	<b>REASON FOR CONSIDERATION</b>	<b>RESPONSIBLE OFFICER / CONTACT OFFICER</b>
<b>23 Nov 2015</b>	<b>Road Repairs - impact of expected initiatives around customer service and public and ward Member road repair notifications.</b>	To receive an initial report on the issue to include impact of expected initiatives around customer service and public and ward Member road repair notifications so the Committee can seek assurance that current arrangements are effective.	Referred by the Overview and Scrutiny Management Committee	Matt Davey

	<b>Review of Outside Bodies Appointments – Update on Review of the Voluntary Sector by the Deputy Executive Member for Regeneration and Communities</b>	<p>Following on from the work of the Community Partnerships Overview and Scrutiny Committee to receive an update from the Deputy Executive Member for Regeneration and Community Services on the review of voluntary sector outside bodies.</p> <p>This will enable the Committee to seek reassurance regarding the Council's appointment to these outside bodies.</p>	Transferred from Community Partnerships Overview and Scrutiny Management Committee	Brian Grady/ Mark Ashwell
	<b>To assess and review and the potential impact of the Government's Right to Buy Scheme</b>	To consider how to progress a review of this scrutiny review subject.	Review referred to the Committee by the Overview & Scrutiny Management Committee	Stuart Rowbotham/ Simon Price
	<b>Work Programme</b>	To consider the work programme for the committee for 2015/2016 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
20 Jan 2016	Work Programme	To consider the work programme for the committee for 2015/2016 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
14 Mar 2016	Update on the Progress of the Community Café at Shutters, Wokingham Borough Council	To consider an update report on how the project has developed from the group of young people running the Café in order that the Committee can understand the impact and value added of the project.	Requested by the Community Partnership O & S Committee in March 2015  <i>(Transferred from the Community Partnerships O &amp; S Forward Programme)</i>	Brian Grady

	<b>Work Programme</b>	To consider the work programme for the committee for 2015/2016 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services
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## POTENTIAL ITEMS FOR REVIEW REFERRED FROM THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
TBC	<b>Possible income generation possibilities from the Cross Rail project</b>	To consider possible income generation opportunities from the Crossrail project.	Referred to the Community Partnerships O & S Committee by the Overview & Scrutiny Management  <i>(Transferred from the Community Partnerships O &amp; S Committee Forward Programme).</i>	

## HEALTH OVERVIEW AND SCRUTINY COMMITTEE

### Work Programme 2015/16 from June 2015

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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
Tuesday 28 July 2015	<b>Sexual health contract procurement look back</b>	For information	Public Health	Look after the vulnerable  Improve health, wellbeing and quality of life	
	<b>Update on NHS 111</b>	To receive an update on the progress of NHS 111 and to receive information regarding the reprocurement of the service	CCG	Look after the vulnerable  Improve health, wellbeing and quality of life	
	<b>Performance Outcomes Report</b>	To monitor performance and identify any areas of concern	CCG	Improve health, wellbeing and quality of life	
	<b>Health Consultation Report</b>	Challenge item	Democratic Services	Improve health, wellbeing and quality of life	
	<b>Healthwatch update</b>	Challenge item	Healthwatch Wokingham Borough	Look after the vulnerable  Improve health, wellbeing and quality of life	
	<b>Work Programme</b>	Standing item	Democratic Services		

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
Tuesday 29 September 2015	Briefing on the impact of the closure of the Independent Living Fund	To determine the possible impact on residents and the Council that the closure of the Independent Living Fund would have	Stuart Rowbotham		
	Update from Health and Wellbeing Board	To inform HOSC of the work of the HWB and for HOSC to hold the Board to account	Chairman Health & Wellbeing Board	Look after the vulnerable  Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance and identify any areas of concern	CCG	Improve health, wellbeing and quality of life	
	Health Consultation Report	Challenge item	Democratic Services	Improve health, wellbeing and quality of life	
	Healthwatch update	Challenge item	Healthwatch Wokingham Borough	Look after the vulnerable  Improve health, wellbeing and quality of life	
	Work Programme	Standing item	Democratic Services		

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
Monday 30 November 2015	Report of the possible implications for scrutiny of the Francis Report Working Group – follow up of recommendations	To follow up on recommendations of possible implications for scrutiny of the Francis Report Working Group	Madeleine Shopland	Look after the vulnerable Improve health, wellbeing and quality of life	
	Update on South Central Ambulance Service	To receive an update on SCAS' performance and plans in order to identify any areas of concern		Look after the vulnerable Improve health, wellbeing and quality of life	
	Update from Health and Wellbeing Board	To inform HOSC of the work of the HWB and for HOSC to hold the Board to account	Chairman Health & Wellbeing Board	Look after the vulnerable Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance and identify any areas of concern	CCG	Improve health, wellbeing and quality of life	
	Health Consultation Report	Challenge item	Democratic Services	Improve health, wellbeing and quality of life	
	Healthwatch update	Challenge item	Healthwatch Wokingham	Look after the vulnerable	

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
			Borough	Improve health, wellbeing and quality of life	
	<b>Work Programme</b>	Standing item	Democratic Services		

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
Tuesday 26 January 2016	Update on CQC	To gain a better understanding of the work of the CQC	CQC	Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance and identify any areas of concern	CCG	Improve health, wellbeing and quality of life	
	Health Consultation Report	Challenge item	Democratic Services	Improve health, wellbeing and quality of life	
	Healthwatch update	Challenge item	Healthwatch Wokingham Borough	Look after the vulnerable  Improve health, wellbeing and quality of life	
	Work Programme	Standing item	Democratic Services		

DATE OF MEETING	ITEMS	PURPOSE OF REPORT AND REASON FOR CONSIDERATION	REPORTING OFFICER AND OFFICER CONTACT	COUNCIL PRIORITY/ UNDERPINNING PRINCIPLE	COMMENTS
Wednesday 23 March 2016	Update from Health and Wellbeing Board	To inform HOSC of the work of the HWB and for HOSC to hold the Board to account	Chairman Health & Wellbeing Board	Look after the vulnerable  Improve health, wellbeing and quality of life	
	Performance Outcomes Report	To monitor performance and identify any areas of concern	CCG	Improve health, wellbeing and quality of life	
	Health Consultation Report	Challenge item	Democratic Services	Improve health, wellbeing and quality of life	
	Healthwatch update	Challenge item	Healthwatch Wokingham Borough	Look after the vulnerable  Improve health, wellbeing and quality of life	

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**Currently unscheduled topics:**

- Draft Quality Accounts
  - Berkshire Healthcare NHS Foundation Trust
  - Royal Berkshire Hospital NHS Foundation Trust
  - South Central Ambulance NHS Foundation Trust
- Update on Berkshire Healthcare Foundation Trust

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