

**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 11 January 2016**

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
11 Jan 2016	Business Continuity Update – Emergency Alert Mechanisms – (provisional)	To receive an update on Business Continuity Arrangements including arrangements for emergency alerts.	Agreed by the Committee 24 March 2015	Brett Dyson
	Council Plan Performance Monitoring - 2015/2016 Quarterly 2 Report	To consider the latest Council performance management information.	Standard Item	Julie Holland
	Budget Participatory Consultation Feedback	To consider ideas generated by the 2016/17 public Budget Consultation exercise	Requested by Committee on 2 November 2015	Rob Stubbs
	Council Tax Single Person Discount Review	To receive an update on the review of Council Tax Single Person Discount procedures following discussion at the last meeting	Request by the Committee on 2 November 2015	Rob Stubbs

	Highways and Transport Review	To consider progress on the review	Request by the Committee on 2 November 2015	Matt Davey
	Discussion with Councillor Kaiser, Executive Member for Planning and Highways	To question the Executive Member on the operation of services within his portfolio.	Request by the Committee 07/09/15	Heather Thwaites
	Task and Finish Group on Shared Services	To consider progress relating to the Task and Finish Group	Discussed by the Committee on 2 November 2015	Democratic Services
	Executive Forward Programme	Standing item	Committee 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.	Committee Chairmen

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
7 Mar 2016	Council Plan Performance Monitoring 2015/2016 Quarterly 3 Report	To consider the latest Council performance management information.	Standard Item	Julie Holland
	Overview and Scrutiny Management Committee and Committees Annual Report 2015/2016	To consider the Committee's Annual Report.	Standard Item	Neil Carr
	Library Offer	To provide the Committee with further information relating to the Council's proposed Library Offer for residents which is intended to demonstrate what residents can expect from the Council's library service.	Committee request at the 27 July meeting	Heather Thwaites/ Mark Redfearn
	Budget Participatory Consultation Discussion with Councillor Anthony Pollock	To question Councillor Pollock about proposals for public consultation on the 2017/18 Budget	Follows discussion at the meeting on 2 November 2015	Anthony Pollock/Graham Ebers

	Discussion with Councillor Mirfin – Executive Member for Regeneration and Communities and Councillor Pauline Jorgensen Executive Member for Resident Services	To question the Executive Members on the operation of services within their portfolios.	Request by the Committee 07/09/15	Neil Carr/ Graham Ebers/Andrew Moulton/Heather Thwaites
	Update on the Work of the Asset Review Programme Board and the Asset Management Plan	To provide an update on the work on the Asset Review Programme Board and the production of the Asset Management Plan	Suggested by Graham Ebers, Director Finance and Resources in October 2014	Graham Ebers/ Chris Gillett
	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.	Committee Chairmen

Items to be confirmed.

Scrutiny of Shared Services – Scrutiny Review Request	To receive an update on the review.	Committee meeting on 7 September 2015	Members of the Committee
Open Spaces/New Grass Cutting Contract Update	That the Executive Member for Environment and relevant Officers be requested to provide an update in the introduction and operation of the new grass cutting contract in November 2016.	Requested by Committee on 7 September 2015	Josie Wragg/ Pete Baveystock

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
23 Feb 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 and S Committee Forward Programme	To consider the forward programme of the Committee	Standing Item	Democratic Services

COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2015/16

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
20 Jan 2016	To assess and review and the potential impact of the Government's Right to Buy Scheme	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
	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	Mark Ashwell / Bernie Pich
	Review of Outside Bodies Appointments	This will enable the Committee to seek reassurance regarding the Council's appointment to these outside bodies.	Transferred from Community Partnerships Overview and Scrutiny Management Committee	Mark Ashwell

	Update on Review of the Voluntary Sector by the Deputy Executive Member for Regeneration and Communities	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.	Transferred from Community Partnerships Overview and Scrutiny Management Committee	Mark Ashwell/ Brian Grady
	Report of the Commuter Parking Task & Finish Group	To consider the final report from the group.	Referred to the Committee by the OSMC	David Sleight
	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 & S Forward Programme)</i>	Brian Grady

	Road Repairs - ward Member road repair notifications.	To receive an update report on the issue to include a proposal on ward Member road repair notifications.	Requested by the meeting on November 2015	Matt Davey
	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
	Council Policy On Houses Of 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
	Road Repairs - impact of expected initiatives around customer service.	To receive an update report on the issue to include impact of expected initiatives around customer service.	Requested by the meeting on November 2015	Matt Davey
	Review of Procurement	To assess the impact of new regulations.	Requested by the meeting on November 2015	Pauline Jorgensen
	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

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20 Jun 2016	Council Policy On Houses Of 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
	Road Repairs - impact of expected initiatives around customer service.	To receive an update report on the issue to include impact of expected initiatives around customer service.	Requested by the meeting on November 2015	Matt Davey
	Review of Procurement	To assess the impact of new regulations.	Requested by the meeting on November 2015	Pauline Jorgensen
	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

**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	Possible income generation possibilities from the Cross Rail project	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 & S Committee Forward Programme).</i>	

HEALTH OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2015/16

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	
	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 from Council's representative on Berkshire Healthcare NHS Foundation Trust and Royal Berkshire Hospital Foundation Trust – Board of Governors	Councillor Pitts, be invited to provide an update on his role and share information where appropriate.	Democratic Services	Improve health, wellbeing and quality of life Look after the vulnerable	
	Frail Elderly Pathway	To receive an update on the Frail Elderly Pathway	Stuart Rowbotham, Director of	Improve health, wellbeing and quality of life	

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		and its implications for residents	Health and Wellbeing	Look after the vulnerable	
	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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	Work Programme	Standing item	Democratic Services		
Wednesday 23 March 2016	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	

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
- Suicide Audit update
- Independent Living Fund – update once reviews have been completed

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