

DRAFT WORK PROGRAMMES 2023-24

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 by the Overview and Scrutiny Management Committee.

The Overview and Scrutiny Committees will consider their work programmes at the first meeting in the new Municipal Year.

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE 2023-24 WORK PROGRAMME

| DATE OF MEETING | ITEM | PURPOSE OF REPORT | REASON FOR CONSIDERATION | CONTACT OFFICER |
|------------------------|-----------------------------|--|--------------------------|-----------------|
| 16 January 2024 | Leader & Chief Executive | To consider an update on challenges/opportunities from the Leader and Chief Executive | Committee Request | Susan Parsonage |
| | Thames Water | Follow-up discussions following attendance at June 2023 meeting | Committee request | Neil Carr |
| | Q2 Performance Management | To consider the Q2 Performance Monitoring report | Regular item | Will Roper |
| | Affordable Housing Strategy | To scrutinise the draft Affordable Housing Strategy | Committee Request | Samuel Watt |
| | Executive Forward Programme | To consider the Executive and IEMD Forward Programmes and identify any issues for Scrutiny | Regular Update | Neil Carr |
| | O&S Work Programmes 23/24 | To consider the work programmes for the five Overview and Scrutiny Committees for 2024/25 | Work Programme | Neil Carr |
| | Action Tracker | To consider the regular Action Tracker report | Regular Update | Neil Carr |

| DATE OF MEETING | ITEM | PURPOSE OF REPORT | REASON FOR CONSIDERATION | CONTACT OFFICER |
|------------------------|-------------------------------|---|---------------------------------|------------------------|
| 6 February 2024 | WBC Recruitment and Retention | To consider the Council's policies and training/development provisions aimed at recruiting and retaining high quality staff | Committee Request | Louise Livingston |
| | Air Quality | To scrutinise progress against the Council's Air Quality improvement targets | Committee Request | Narinder Brar |
| | O&S Committees Annual Reports | To consider the draft O&S Annual Reports prior to submission to Council | Standing Item | Neil Carr |
| | O&S Work Programmes 2024/25 | To consider the work programmes for the five Overview and Scrutiny Committees for 2024/25 | Annual Item | Neil Carr |
| | Executive Forward Programme | To consider the Executive and IEMD Forward Programmes and identify any issues for Scrutiny | Regular Update | Neil Carr |
| | Action Tracker | To consider the regular Action Tracker report | Regular Update | Neil Carr |

| DATE OF MEETING | ITEM | PURPOSE OF REPORT | REASON FOR CONSIDERATION | CONTACT OFFICER |
|---------------------|-----------------------------|--|--------------------------|-----------------|
| 6 March 2024 | Equality Plan | To scrutinise the annual update of the Council's Equality Plan | Regular Update | Emily Higson |
| | Refugees and Asylum Seekers | To consider the Council's support for refugees and asylum seekers | Committee Request | Rhian Hayes |
| | Economic Development | To consider progress against the Council's Economic Development Strategy | Committee Request | Rhian Hayes |
| | Q3 Performance Management | To consider the Q3 Performance Monitoring report | Regular item | Will Roper |
| | Executive Forward Programme | To consider the Executive and IEMD Forward Programmes and identify any issues for Scrutiny | Regular Update | Neil Carr |
| | O&S Work Programmes 24/25 | To consider the work programmes for the five Overview and Scrutiny Committees for 2024/25 | Work Programme | Neil Carr |
| | Action Tracker | To consider the regular Action Tracker report | Regular Update | Neil Carr |

Note:

- Update on the Tackling Poverty Strategy to the June 2024 meeting.
- Update on relocation from Shute End offices to the June 2024 meeting.

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE 2023/24 WORK PROGRAMME

| DATE OF MEETING | ITEM | PURPOSE OF REPORT | REASON FOR CONSIDERATION | RESPONSIBLE OFFICER / CONTACT OFFICER |
|-----------------|---|--|--------------------------|---------------------------------------|
| 8 January 2024 | Executive Member Update | To receive an update from the Executive Member for Children's Services. | Standing item | Prue Bray |
| | Schools Update | To monitor schools' performance. | Standing item | Children's Services / Ming |
| | Safety Valve Update | To monitor the development and progress of the programme. | Standing item | Children's Services/ Ming Zhang |
| | To Review the Post Ofsted Improvement Plan | To monitor the progress of the improvement plan. | Challenge item | Children's Services / Helen Watson |
| | Schools Causing Concern – Part 2 | To consider the work being undertaken to support schools causing concern in a part 2 session | Standing item | Children's Services/ Ming Zhang |
| | CSO&S Forward Plan | To consider the forward plan of the Committee | Standing item | Democratic Services/ Luciane Bowker |

| DATE OF MEETING | ITEM | PURPOSE OF REPORT | REASON FOR CONSIDERATION | RESPONSIBLE OFFICER / CONTACT OFFICER |
|------------------------|---|--|---------------------------------|--|
| 20 March 2024 | Draft SEND Strategy | To review the draft SEND Strategy | Review item | Children's Services/ Ming Zhang |
| | Safety Valve Update | To monitor the development and progress of the programme. | Standing item | Children's Services/ Ming Zhang |
| | Transition Into Adulthood | To review the service offered in relation to transition into adulthood | Challenge item | Children's Services/ Helen Watson |
| | Schools Update | To monitor schools' performance. | Standing item | Children's Services / Ming |
| | Executive Member Update | To receive an update from the Executive Member for Children's Services. | Standing item | Prue Bray |
| | Schools Causing Concern – Part 2 | To consider the work being undertaken to support schools causing concern in a part 2 session | Standing item | Children's Services/ Ming Zhang |
| | CSO&S Forward Plan | To consider the forward plan of the Committee | Standing item | Democratic Services/ Luciane Bowker |

November 2024

Update on recommendations made to the Executive in relation to social workers' recruitment and retention.

Regular updates on the post Ofsted Action Plan

SEND Youth Council to attend annually

Safeguarding Berkshire Partnership Annual report - unscheduled

CLIMATE EMERGENCY OVERVIEW AND SCRUTINY COMMITTEE

| DATE OF MEETING | ITEM | PURPOSE OF REPORT | REASON FOR CONSIDERATION | CONTACT OFFICER |
|-------------------------|-----------------------------|--|--------------------------|-----------------|
| 29 February 2024 | CEAP Progress Report | To consider progress against one or more of the CEAP key priority areas for carbon reduction | Committee Request | Rhian Hayes |
| | Procurement Update | To consider progress against the Committee's recommendations at the meeting on 25 September 2023 | Committee Request | Rob Bradfield |
| | Solar Farms | To consider progress relating to the development of solar farms in the Borough in line with the CEAP | Standing Item | David Smith |
| | Work Programme | To consider the Committee's Work Programme for 2023/24 – to be informed by CEAP updates | Standing Item | Neil Carr |
| | Action Tracker | To consider the regular Action Tracker report | Standing Item | Neil Carr |

COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

| DATE OF MEETING | ITEM | PURPOSE OF REPORT | REASON FOR CONSIDERATION | CONTACT OFFICER |
|-----------------|---|---|--------------------------|---------------------|
| 22 January 2024 | Medium Term Financial Plan | To receive details of proposed and updated bids within the draft MTFP – wrap up discussion | Work programme | Graham Ebers |
| | Local Housing Companies | To consider a review and the future direction of the Council-owned housing companies | Committee Request | Simon Dale |
| | Violence Against Women & Girls | To consider an update on the VAWG Strategy, progress against the Action Plan and the Anti-Abuse Charter | Committee Request | Narinder Brar |
| | Work Programme | To consider the work programme for the Committee for 2023-24 | Standing Item | Democratic Services |
| | Action Tracker | To consider the regular Action Tracker report | Standing Item | Neil Carr |

| DATE OF MEETING | ITEM | PURPOSE OF REPORT | REASON FOR CONSIDERATION | CONTACT OFFICER |
|------------------|----------------------------|---|--------------------------|-----------------|
| 28 February 2024 | Strategic Asset Management | To scrutinise a review of WBC's Borough-wide assets and future opportunities for use and service delivery | Committee Request | Sarah Morgan |

| DATE OF MEETING | ITEM | PURPOSE OF REPORT | REASON FOR CONSIDERATION | CONTACT OFFICER |
|------------------------|---------------------------------|--|---------------------------------|------------------------|
| 4 March 2024 | Police and Fire Services | To receive an update on the work of the Police and Fire Services | Work programme | Narinder Brar |
| | Flood Risk Management | To receive the annual update on the Council's delivery of the flood risk management strategy | Work Programme | Boniface Ngu |
| | Adverse Weather Plan | To scrutinise the Council's updated Adverse Weather Plan | Committee Request | Steve Brown |
| | Highways & Transport | To consider a follow-up on any improvements in communications and resident satisfaction – following the discussion in September 2023 | Committee Request | Chris Easton |
| | Work Programme | To consider the work programme for the Committee for 2023-24 | Standing Item | Democratic Services |

**Task & Finish Groups – Active Travel Task & Finish Group & Litter Bins Task & Finish Group
Items for June 2024:**

- Community Safety Partnership – Year-end report
- Enforcement & Safety Service – Year-end report
- Planning Service – Planning, Strategic Planning and Planning Enforcement

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

| DATE OF MEETING | ITEMS | PURPOSE OF REPORT | REASON FOR CONSIDERATION | RESPONSIBLE OFFICER / CONTACT OFFICER |
|-----------------|---|---|--|---------------------------------------|
| 31 January 2024 | Autism Strategy | Challenge item | Challenge item | Adult Social Care |
| | WestCall – out of hours GP service | Update | Update | Berkshire NS Foundation Trust |
| | Coroners court | Referral from Community and Corporate Overview and Scrutiny Committee | To understand the works carried out by the Coroners Court and associated costs (operated by Reading Borough Council) | |
| | Primary care | Challenge item | Challenge item | ICB |
| | Healthwatch update | Challenge item | Challenge item | Healthwatch Wokingham Borough |
| | ASC KPIs | Challenge item | Challenge item | Matt Pope |

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|-----------------|--|-------------------|--------------------------|---------------------------------------|
| 19 March 2024 | South Central Ambulance Service | Update | Update | SCAS |
| | Primary care | Challenge item | Challenge item | ICB |
| | Healthwatch update – GPs new ways of working and NHS app | Challenge item | Challenge item | Healthwatch Wokingham Borough |
| | ASC KPIs | Challenge item | Challenge item | Matt Pope |

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Currently unscheduled topics:

- Maternal mental health – June 2024
- GP access
- Communicating different ways of working with the public – NHS App
- Domiciliary care (including Market Provision Statement)
- Vaping in primary school children
- Update on criteria used to determine whether there was or was not sufficient GP surgery provision – ICB
- Update from the Chair of the BOB PCN Foundation, Dr Amit Sharma around its role, and how the Council could relate to it and work effectively with it.
- GP performance - Annual update on the performance of PCNs, including resourcing, staffing and outcomes.