

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
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 Work Programmes 2024/25	To consider the development of 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
	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
	O&S Committees Annual Reports	To consider the draft O&S Annual Reports prior to submission to Council	Standing Item	Neil Carr
	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.
- Refugees & Asylum Seekers to June 2024 meeting.

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE 2024/25 WORK PROGRAMME

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

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
25 June 2024	SEND Youth Forum			
	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
DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
26 September 2024				
	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
DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
6 November 2024	Social Workers Recruitment and Retention	Update on recommendations made to the Executive in relation to social workers' recruitment and retention.	Review Item	Children's Services / Adam Davis
	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
DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
15 January 2025				
	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
DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
19 March 2025				
	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

Regular updates on the post Ofsted Action Plan

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
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
	Development in Barkham	To scrutinise the co-ordination of new development in Barkham including the SEND schools, solar farm and new housing developments	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
	WBC Housing Companies	To consider the timetable for establishing a Shareholders Committee	Committee Request	Simon Dale
	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	Committee Request	Chris Easton
	Work Programme	To consider the work programme for the Committee	Standing Item	Neil Carr
	Action Tracker	To consider the regular Action Tracker report.	Standing Item	Neil Carr

**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
- Arts & Culture Strategy – Update on Outcomes

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
31 January 2024	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

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
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:

- Autism Strategy
- Westcall
- 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.