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**CHILDREN, YOUNG PEOPLE & LEARNING OVERVIEW &
SCRUTINY PANEL**

03 OCTOBER 2012

SUPPLEMENTARY PAPERS

**TO: ALL MEMBERS OF THE CHILDREN, YOUNG PEOPLE & LEARNING OVERVIEW
& SCRUTINY PANEL**

The following papers have been added to the agenda for the above meeting.

These were not available for publication with the rest of the agenda.

Alison Sanders
Director of Corporate Services

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13. OVERVIEW AND SCRUTINY PROGRESS REPORT	1 - 14
The Bi-Annual Progress Report of the Assistant Chief Executive is for noting.	

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**TO: CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL
3 OCTOBER 2012**

OVERVIEW AND SCRUTINY PROGRESS REPORT Assistant Chief Executive

1 PURPOSE OF REPORT

1.1 This report highlights:

- (i) Overview and Scrutiny (O&S) activity during the period March to August 2012.
- (ii) Significant national and local developments in O&S.

2 RECOMMENDATIONS

2.1 To note Overview and Scrutiny activity over the period March to August 2012, set out in section 5 and Appendices 1 and 2.

2.2 To note the developments in Overview & Scrutiny set out in section 6.

3 REASONS FOR RECOMMENDATIONS

3.1 The Chief Executive has asked for a six monthly report on O&S activity to be submitted to the Corporate Management Team, before it is considered by O&S Members.

4 ALTERNATIVE OPTIONS CONSIDERED

4.1 None.

5 SUPPORTING INFORMATION

Overview and Scrutiny Structure and Membership

5.1 Council approved the change of panel name to the Adult Social Care and Housing O&S Panel, consequent on the transfer of the Housing functions from the Environment, Culture and Communities Department. The membership of the O&S Commission and Panels was last set by Council and the Commission respectively at their annual meetings on 16 May 2012. The vacancy of the Church of England representative remains to be filled, and officers are in contact with the Oxford Diocese on that.

Overview and Scrutiny Work Programme and Working Groups

5.2 The programme for 2012-13 was approved as part of the Annual Report of O&S for 2011-12, including formal consultation with the Corporate Management Team and the Executive. The programme continues the increased focus on contributing to policy development and pre-decision scrutiny, through short reviews; with fewer major reviews reviewing important topics in depth, over several months.

5.3 A new routine report to O&S Commission meetings, which monitors progress against the O&S Work Programme using traffic light indicators, was introduced in May 2012.

- 5.4 The table at Appendix 1 sets out the current status of the O&S Working Groups, along with the list of completed reviews.

Overview and Scrutiny Commission

- 5.5 The O&S Commission met on 29 March, 3 May, 16 May (Annual Meeting) and 12 July. The main items included: agreeing the Annual Report of O&S for 2011-12; determining with the O&S Panels the work programme for 2012-13; appointing members of the O&S Panels; reviewing the quarterly performance reports for the Corporate Services Department, the Chief Executive's Office and the Council as a whole; meeting representatives of Thames Valley Police and the Community Safety Partnership to review their performance, the new Community Safety Plan, and the proposed Designated Public Place Order for Bracknell town centre; receiving a briefing on the implications of the Localism Act 2012 for the Council's corporate functions, particularly in relation to the 'Community Right to Challenge'; and considering the 2012/13 Service Plans. At each of its meetings, the Commission also reviewed corporate items on the Executive Forward Plan, and the progress of the O&S Panels and the Commission's own Working Groups.
- 5.6 The O&S Commission's next meeting is on 13 September, which will include an earlier start to scrutiny of the following year's budget, with a discussion of the main issues with the Borough Treasurer. Meanwhile, the Commission is running two Working Groups, as described in Appendix 1, and aims to commence a further Working Group on delegated authorities later in 2012.

Environment, Culture and Communities O&S Panel

- 5.7 Meetings of the Panel were held on 24 April and 17 July. During the meetings the Panel considered and commented on: Quarterly Service Reports for the relevant quarters; the Schools Annual Environmental Management Report 2010/11; the Enforcement Policy; the Food Law Enforcement Plan 2012/13; the Parks and Open Spaces Strategy and Greenspace Quality Improvements Programme; the Highway Network Management Action Plan; and relevant Executive Forward Plan items. The Panel also received progress updates in respect of the Local Development Framework and Recycling and Waste Minimisation figures and monitored the progress of its working groups (see Appendix 1). The Panel's next meeting is on 23 October.

Health O&S Panel

- 5.8 The Panel met on 26 April and 14 June. The main items considered at those meetings included: meeting the Chairman of the Bracknell Forest & Ascot Clinical Commissioning Group (CCG) to review their progress; reviewing the findings of the Joint Strategic Needs Assessment; monitoring the progress on delivering the reforms to health arising from the Health and Social Care Act, specifically the transfer of Public Health responsibilities to the Council, setting up the Health and Wellbeing Board, and establishing Local Healthwatch; receiving an update from the Heatherwood & Wexham Park Hospitals NHS Foundation Trust (H&WPT) on the closure of the Birthing Unit at Heatherwood Hospital; receiving a presentation from Frimley Park Hospital NHS Foundation Trust on treatment of Strokes and discussing with a patient of that service what her experience had been; and receiving a briefing on Dementia and the respective roles of service providers. At each of its meetings, the Panel also monitored the progress of its Working Groups (see Appendix 1).
- 5.9 Between formal meetings, the Panel's activities have included: producing letters in April 2012 commenting on the performance of five NHS Trusts in relation to their 'Quality Accounts'; holding a briefing for members about mental health on 12 April; having a tour of Frimley Park hospital on 15 May; and producing jointly with the Executive the Council's responses to a pre-consultation by the Primary Care Trust (PCT) on the 'Shaping the

Future' programme for health services in East Berkshire, also to the Department Of Health's consultation on the future of local authority scrutiny of the NHS in August. The Panel's next meeting is on 27 September.

Joint East Berkshire with Buckinghamshire Health O&S Committee

- 5.10 This Committee, formed jointly with Slough Borough Council, the Royal Borough of Windsor & Maidenhead, and Buckinghamshire County Council had previously suspended its meetings from February 2011, owing to resource constraints and the absence of formal consultations on NHS service changes affecting the whole of East Berkshire. However, in view of the emerging proposals by the PCT and the H&WPT on the 'Shaping the Future' programme for health services in East Berkshire, since January 2012 the Committee has continued to meet regularly on an informal basis. The Committee agreed a joint response to the PCT's pre-consultation document, which was supportive of Bracknell Forest Council's own response. The next meeting of the Committee is planned for October 2012.

Children, Young People and Learning O&S Panel

- 5.11 The Panel met on 18 April and 4 July when it received: the minutes of the Corporate Parenting Advisory Panel; a presentation in respect of training and interventions to assist young people who are not in education, employment or training; information and trend data concerning key outcomes for children and young people as a measure of prevention and early intervention success; an update regarding English as an Additional Language (EAL) work following the review of EAL previously undertaken by a working group of this Panel; and an information report explaining the role and work of the Shadow Health and Wellbeing Board. In addition, the Panel considered: the draft Prevention and Early Intervention Strategy for Children, Young People and Families; the report of the quality review of the Bracknell Forest Youth Service; the Executive's response to the report of the review of the Common Assessment Framework undertaken by a working group of this Panel; the 2011/12 Annual Report of the Complaints Manager for Children's Social Care; the findings of an internal review of the Common Assessment Framework in the Borough's schools; the Annual Report of the Foster Care Service 2011-12; and the Adoption Service Annual Report 2011-12. The implementation of the Child Poverty Strategy and 'Troubled Families' Initiative was reviewed by the Panel. A working group of the Panel is commencing a review of school governance on 13 September. The Panel's next meeting is on 3 October.
- 5.12 On 20 March the Executive considered its response to the O&S report on the Common Assessment Framework and the Executive report to Council on 25 April commented that this was '*...a thorough scrutiny of the CAF and a set of well informed recommendations. The Working Group is to be commended on the quality of their review*'. The Chair of the Local Safeguarding Children Board commented that, '*The LSCB welcomes the Overview and Scrutiny Committee's valuable review of the CAF and its role in supporting Early Intervention/Help. This review has been very thorough and follows up from the review of Safeguarding undertaken by the Overview and Scrutiny Committee in 2011. It provides excellent analysis of the current arrangements and barriers to full implementation. The Executive have agreed with all 16 recommendations which include recognising the importance of investment in Early Intervention for improving children's outcomes and the need to ensure the full engagement of all partners.*'

Adult Social Care and Housing O&S Panel

- 5.13 The Panel's remit was extended to include the Housing, Benefit and Forestcare functions with effect from 1 April 2012 when these services were transferred from the Environment, Culture and Communities Department to form the new Adult Social Care, Health and Housing Department. The Panel met on 17 April and 3 July. The main items considered at the meetings included: an introduction to Housing Services; the Annual Complaints Report 2011/12 for Adult Social Care; the 2011/12 Safeguarding Adults Annual Report; an update

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in respect of the implementation of 'Staying Safe', the O&S review of safeguarding adults in the context of personalisation of Adult Social Care; progress towards establishing a statutory Health and Wellbeing Board in Bracknell Forest; and relevant Executive Forward Plan items. The Panel also: reviewed the implementation of the Adult Autism Joint Commissioning Strategy 2011; considered and commented on the recommendations and action plan within the Long Term Conditions and Sensory Needs Strategy prior to their approval by the Executive; responded to the consultation in respect of the Joint Commissioning Strategy for Assistive Technology 2012/2017; and contributed to proposals to form the Council's Local Community Care Grants and Crisis Loans Scheme. The Panel monitored the progress of its working groups (see Appendix 1). The next meeting of the Panel is taking place on 9 October.

- 5.14 Three members of the Panel had a separate meeting with the Chief Officer: Housing to discuss the Local Council Tax Support Scheme. This matter is now being considered by the O&S Commission.

Other Overview and Scrutiny Issues

- 5.15 The O&S Annual Report for 2011-12 was adopted by Council on 25 April.
- 5.16 Responses to the feedback questionnaires on the quality of O&S reviews are summarised in Appendix 2, showing a consistently high score across the various questions posed.
- 5.17 Quarterly review and agenda setting meetings between O&S Chairmen, Vice-Chairmen, Executive Members and Directors are taking place regularly for the Panels (every two months for the O&S Commission).
- 5.18 The O&S Chairmen and Vice Chairmen are meeting on a regular basis to consider cross-cutting O&S issues. They last met on 22 August, and their next meeting is planned for 10 December.
- 5.19 External networking on O&S in the last six months has included an O&S officer attending the South East Employers Local Democracy and Accountability network event in March; the O&S Commission Chairman and an O&S officer attending the Centre for Public Scrutiny's annual conference in June; and an O&S officer attending a Wokingham BC O&S meeting in August, concerning a Call-In.

6 Developments in O&S

- 6.1 The governance implications of the Localism Act relating to scrutiny are under consideration by the Majority Group.
- 6.2 As part of the drive to improve Public Participation, a leaflet on 'Speaking at O&S Meetings' was designed and published in March 2012.
- 6.3 Using the new powers in the Localism Act, on 25 April Council rescinded the O&S role in relation to Petitions.

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Statutory Scrutiny Officer

- 7.1 The monitoring of this function is carried out by the Statutory Scrutiny Officer on a quarterly basis. Good progress has been made on the agreed programme of work by Overview and Scrutiny for 2012/13. Scrutiny Panels have continued to focus on areas of importance to local residents, and the quality of the work done continues to be high.

Borough Solicitor

7.2 Nothing to add to the report.

Borough Treasurer

7.2 There are no additional financial implications arising from the recommendations in this report.

Equalities Impact Assessment

7.3 Not applicable. The report does not contain any recommendations impacting on equalities issues.

Strategic Risk Management Issues

7.4 Not applicable. The report does not contain any recommendations impacting on strategic risk management issues.

Workforce Implications

7.5 Not applicable. The report does not contain any new recommendations impacting on workforce implications.

Other Officers

7.6 Directors and lead officers are consulted on the scope of each O&S review before its commencement, and on draft O&S reports before publication.

8 CONSULTATION

Principal Groups Consulted

8.1 None.

Method of Consultation

8.2 Not applicable.

Representations Received

8.3 None.

Background Papers

Minutes and papers of meetings of the Overview and Scrutiny Commission and Panels.

Contact for further information

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OVERVIEW AND SCRUTINY CURRENT WORKING GROUPS – 2012/13

Position at 6 September 2012

Overview and Scrutiny Commission								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	PROGRESS OF REVIEW	REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Community Infrastructure Levy	Leake (Lead), Angell, Mrs Birch, Heydon, Virgo and Worrall	Bev Hindle	Richard Beaumont	√	Around 50% completed			Seven meetings held to date. Recommendations made on CIL rates
Communications Strategy	Leake (Lead), Gbadebo, Thompson and Wade	Mike McCabe	Richard Beaumont	√	Views given on draft strategy at meeting on 30 July			Revised draft strategy with members for any comments

Health Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	PROGRESS OF REVIEW	REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
New Health and Well-being Strategy	Virgo (Lead), Finch, Mrs Temperton, and Baily. Mr Pearce	Zoë Johnstone	Richard Beaumont	√	Around 70% completed			Awaits revised draft strategy
Implementation of the major NHS reforms	Finch (Lead), Virgo, and Mrs Angell	Glyn Jones	Richard Beaumont	√	Around 80% completed			Next meeting arranged for 12 October

Environment, Culture and Communities Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	PROGRESS OF REVIEW	REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
∞ Review of Highway Maintenance	Mclean (Lead), Mrs Angell, Brossard, Leake and Parish & Town Councillors: Mrs Cupper (Sandhurst), Mrs Doyle (Binfield), Kensall (Bracknell), Paxton (Winkfield) and Price (Crowthorne)	Steve Loudoun	Andrea Carr	√	Completed	Interim report issued	Response received to interim report	The working group may be re-formed at a future date to consider the Highways Asset Management Plan.
Member Reference Group – Commercial Sponsorship	Finnie (Lead), Brossard, Dudley, Gbadebo and Ward	Vincent Paliczka	Andrea Carr	√	Completed	N/A	N/A	The Director is now taking forward consideration of prospective commercial sponsorship income.
Public Transport Subsidies & Concessionary Fare Support	Finnie (Lead), Brossard, Gbadebo and Leake	Bev Hindle / Sue Cuthbert	Andrea Carr	√	Completed	Views fed back to the Executive on 22 May 2012 as part of the 2012/13	The Executive agreed to reduce the overall available concessionary	The working group may be reformed to assist with the development of a Bus

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							budget proposals.	fares budget in line with the Working Group's views.	Strategy for the Borough.
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Children, Young People and Learning Overview and Scrutiny Panel

WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	PROGRESS OF REVIEW	REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
School Governance	Ms Hayes, Mrs McCracken, Mrs Temperton, Mrs Cauchi (PGR) and Mr Jackson (Kerith Centre)	Bob Welch / Martin Surrell	Andrea Carr	To be undertaken	Review to commence on 13 September 2012			First meeting arranged for 13 September 2012

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Adult Social Care Overview and Scrutiny Panel

WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	PROGRESS OF REVIEW	REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Substance Misuse	Virgo (Lead), Blatchford and Brossard	Jillian Hunt / Mira Haynes	Andrea Carr	√	Around 80% completed.			Information and evidence gathering nearing completion.
Modernisation of Older People's Services	Allen (Lead), Brossard, and Mrs Temperton	Mira Haynes	Andrea Carr	√	Information gathering completed	Report has been drafted		A final meeting of the working group will be held to agree the draft report.

Completed Reviews

Date Completed	Title
December 2003	South Bracknell Schools Review
January 2004	Review of Adult Day Care Services in Bracknell Forest (Johnstone Court Day Centre & Downside Resource Centre)
May 2004	Review of Community & Voluntary Sector Grants
July 2004	Review of Community Transport Provision
April 2005	Review of Members' Information Needs
November 2005	The Management of Coronary Heart Disease
February 2006	Review of School Transfers and Performance
March 2006	Review of School Exclusions and Pupil Behaviour Policy
August 2006	Report of Tree Policy Review Group
November 2006	Anti-Social Behaviour (ASB) – Review of the ASB Strategy Implementation
January 2007	Review of Youth Provision
February 2007	Overview and Scrutiny Annual Report 2006
February 2007	Review of Library Provision
July 2007	Review of Healthcare Funding
November 2007	Review of the Council's Health and Wellbeing Strategy
December 2007	Review of the Council's Medium Term Objectives
March 2008	2007 Annual Health Check Response to the Healthcare Commission
April 2008	Overview and Scrutiny Annual Report 2007/08
May 2008	Road Traffic Casualties
August 2008	Caring for Carers
September 2008	Scrutiny of Local Area Agreement
October 2008	Street Cleaning
October 2008	English as an Additional Language in Bracknell Forest Schools
April 2009	Overview and Scrutiny Annual Report 2008/09

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Date Completed	Title
April 2009	Healthcare Commission's Annual Health Check 2008/09 (letters submitted)
April 2009	Children's Centres and Extended Services in and Around Schools in Bracknell Forest
April 2009	Older People's Strategy
April 2009	Services for People with Learning Disabilities
May 2009	Housing Strategy
July 2009	Review of Waste and Recycling
July 2009	Review of Housing and Council Tax Benefits Improvement Plan
December 2009	NHS Core Standards
January 2010	Medium Term Objectives 2010/11
January 2010	Review of the Bracknell Healthspace (publication withheld to 2011)
January 2010	14-19 Years Education Provision
April 2010	Overview and Scrutiny Annual Report 2009/10
July 2010	Review of Housing and Council Tax Benefits Improvement Plan (Update)
July 2010	The Council's Response to the Severe Winter Weather
July 2010	Preparedness for Public Health Emergencies
October 2010	Safeguarding Vulnerable Adults in the context of Personalisation
October 2010	Review of Partnership Scrutiny
December 2010	Hospital Car Parking Charges
January 2011	Safeguarding Children and Young People
March 2011	Review of the Bracknell Healthspace (Addendum)
April 2011	Overview and Scrutiny Annual Report 2010/11
June 2011	Office Accommodation Strategy
June 2011	Plans for Sustaining Economic Prosperity
July 2011	Review of Highway Maintenance (Interim report)
September 2011	Performance Management Framework

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Date Completed	Title
September 2011	Review of the Council's Medium Term Objectives
October 2011	Plans for Neighbourhood Engagement
October 2011	Regulation of Investigatory Powers
October 2011	Site Allocations Development Plan Document
January 2012	Common Assessment Framework
February 2012	Information and Communications Technology Strategy
April 2012	NHS Trusts Quality Accounts 2011/12 (letters submitted to five Trusts)
April 2012	Overview and Scrutiny Annual Report 2011/12

Results of Feedback Questionnaires on Overview and Scrutiny Reports

Note – Departmental Link officers on each major Overview and Scrutiny review are asked to score the key aspects of each substantive review on a scale of 0 (Unsatisfactory) to 3 (Excellent)

	Average score for previous 15 Reviews ¹
PLANNING Were you given sufficient notice of the review?	2.8
Were your comments invited on the scope of the review, and was the purpose of the review explained to you?	2.9
CONDUCT OF REVIEW Was the review carried out in a professional and objective manner with minimum disruption?	2.7
Was there adequate communication between O&S and the department throughout?	2.7
Did the review get to the heart of the issue?	2.7
REPORTING Did you have an opportunity to comment on the draft report?	2.9
Did the report give a clear and fair presentation of the facts?	2.5
Were the recommendations relevant and practical?	2.5
How useful was this review in terms of improving the Council's performance?	2.6

¹ Road Traffic Casualties, Review of the Local Area Agreement, Support for Carers, Street Cleaning, Services for Adults with Learning Disabilities, English as an Additional Language in Schools, Children's Centres and Extended Services, Waste and Recycling, Older People's Strategy, Review of Housing and Council Tax Benefits Improvement Plan, 14-19 Education, Preparedness for Public Health Emergencies, Safeguarding Children, Safeguarding Adults, and the Common Assessment Framework.

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