

**OVERVIEW AND SCRUTINY COMMISSION
26 JANUARY 2017**

**OVERVIEW AND SCRUTINY COMMISSION WORK PROGRAMME AND ANNUAL
REPORT
Assistant Chief Executive**

1 PURPOSE OF REPORT

- 1.1 This report invites members to propose items for inclusion in the Overview and Scrutiny (O&S) Commission's work programme for 2017/18, and to note the process for production of the annual report of O&S.

2 RECOMMENDATIONS

That the Overview and Scrutiny Commission:

- 2.1 Proposes items for inclusion in the Commission's work programme for 2017/18.**
2.2 Notes the process for production of the annual report of O&S for 2016/17.

3 SUPPORTING INFORMATION

- 3.1 To assist Members' consideration of possible items for inclusion in the Commission's work programme for 2017/18, the previously completed reviews in the Commission's area of interest are listed on the following page, also the work programme for the current year.
- 3.2 The Overview and Scrutiny Panels have also been invited to consider, at their meetings in January 2017, items for their future work programmes. Officers also have items to suggest for members' consideration. The complete draft programme will form part of the annual report of O&S for 2016-17, which will be put forward for O&S Commission approval, and consultation with the Corporate Management Team and the Executive, in due course.
- 3.3 The annual report of O&S for 2016/17 is due to be presented to Council (as required by the Constitution) on 26 April 2017. In line with previous practice, passages in the report will be drafted by officers and agreed with the respective O&S Chairman. The composite draft report will then be circulated to all members of the O&S Commission for their comments, and the Chairman of the Commission will be asked to approve the final version, after comments have been sought from the Executive and the Corporate Management Team.

ALTERNATIVE OPTIONS CONSIDERED/ ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS/ EQUALITIES IMPACT ASSESSMENT/ STRATEGIC RISK MANAGEMENT ISSUES / OTHER OFFICERS/ CONSULTATION – Not applicable

Contact for further information

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Previously Completed Overview and Scrutiny Commission Reviews

Date Completed	Title
May 2004	Review of Community & Voluntary Sector Grants
April 2005	Review of Members' Information Needs
December 2007	Review of the Council's Medium Term Objectives
September 2008	Scrutiny of Local Area Agreement
January 2010	Medium Term Objectives 2010/11
October 2010	Review of Partnership Scrutiny
June 2011	Office Accommodation Strategy
June 2011	Plans for Sustaining Economic Prosperity
September 2011	Performance Management Framework
September 2011	Review of the Council's Medium Term Objectives
October 2011	Plans for Neighbourhood Engagement
October 2011	Regulation of Investigatory Powers
February 2012	Information and Communications Technology Strategy
July 2012	Communications Strategy
January 2013	Preparations for the Community Infrastructure Levy
September 2013	Delegated Authorities
January 2015	Review of Business Rates and discretionary relief
August 2015	Draft Economic Strategy
September 2015	Draft Council Plan

2016-17 Overview and Scrutiny Commission Work Programme

Co-ordination of the work of the Overview and Scrutiny Panels
Routine monitoring of the performance of the Council's corporate functions
Exercising pre-decision scrutiny by reference to the Executive Forward Plan

2017/18 Budget Scrutiny
Crime and Disorder Committee
Transformation Programme
To ensure a consistent O&S input to the Council's Transformation programme.

2016/17 WORKING GROUPS	
1.	<p>Transformation Programme</p> <p>To provide an input at key stages of the Transformation projects on:</p> <ul style="list-style-type: none"> • Council-wide support services • Citizen and customer contact • Income generation.

FUTURE PROPOSED REVIEWS (Unlikely to be resourced until 2017/18 or later)	
1.	<p>Procurement – Contract Management</p> <p>To review the Council's arrangements for effective management of significant contracts.</p>
2.	<p>Learning and Development</p> <p>To review the Learning and Development functions for officers, with an emphasis on E-Learning activities.</p>
3.	<p>Bracknell Town Centre – Crime and Anti-Social Behaviour</p> <p>To review the crime and anti-social behaviour issues arising from the growth in the night-time economy in the regenerated Bracknell Town centre.</p>