

**TO: OVERVIEW AND SCRUTINY COMMISSION  
5 JULY 2018**

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**Development of Overview and Scrutiny Work Programme 2018-19  
(Director of Resources – Democratic & Registration Services)**

**1 PURPOSE OF REPORT**

- 1.1 This report seeks agreement of the topics for inclusion in the Commission's work programme for 2018/19.

**2 RECOMMENDATIONS**

- 2.1 **That topics be agreed from the proposed list of topics which have been prioritised by members of the Panel as set out in paragraph 5.4; and**
- 2.2 **That membership for proposed Task and Finish Groups is agreed.**

**3 REASONS FOR RECOMMENDATIONS**

- 3.1 The Commission and its Panels have previously developed a work programme to respond and support the Council's strategic plans in order to focus on what matters for Bracknell Forest and carry out its five broad functions:
- Holding the Council's Executive and its statutory partners to account in the public interest.
  - Supporting the development of effective policies and initiatives which have a beneficial impact on the community through policy review and development.
  - Contributing to continuous improvement in services through performance monitoring.
  - Having a positive impact on the work and outcomes of external agencies and providers of public services.
  - Aiding Councillors in engaging with their communities and playing their role of community representatives and leaders.

**4 ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 The Commission and its Panels could decide not to develop a work programme which could lead to unfocused activity and make planning support for the Commission and its Panels challenging.

**5 SUPPORTING INFORMATION**

- 5.1 During 2017-18 the Overview and Scrutiny support team underwent a series of significant changes and a new Governance and Scrutiny team is now in place. The 2017-18 Overview and Scrutiny Chairmen and Vice-Chairmen met with the new team to discuss the focus for the final year of the current administration before the 2019 elections. They agreed the following parameters for the 2018-19 work programme:
- Budget scrutiny to be included in each Panel's programme

- All Task and Finish Groups to be concluded by the beginning of February 2019 to enable recommendations to be referred to the Executive as required before the run up to the election
- All Task and Finish Groups since 2015 to be reviewed to evaluate their impact, assess whether recommendations were implemented and follow up investigations as appropriate

5.2 As part of the discussions it was agreed that the Governance and Scrutiny team should review the scoping process for Task and Finish Groups and where appropriate trial alternative approaches to undertaking them. Single workshops, public consultation, collaborating with other local authorities or partners would be considered alongside the existing longer research based approach.

5.3 The Chairmen and Vice-Chairmen also agreed the process for finalising the Overview and Scrutiny work programme which would enable each Panel to develop its own programme following a consultation process. Members, substitutes, co-opted members, relevant Director and relevant Executive Members were asked to propose two topics for inclusion on the programme. These were collated and the 2018/19 Members, substitutes and co-opted members of each Panel were asked to prioritise the topics: within the parameters set out above whilst also considering which of the Council's strategic themes were supported.

The strategic themes are:

	Value for money		People live active and healthy lives		Strong, safe, supportive and self-reliant communities
	People have the life skills and education opportunities they need to thrive		A strong and resilient economy		A clean, green, growing and sustainable place

5.4 The results of the consultation for the Commission are set out below:

Topic	Strategic theme	Consultation response (lowest score was prioritised highest)
Economic Development Policy		22
Family Safeguarding pilot		22
Financial plan / strategy – is it robust?		19
Performance indicators – how do other Councils measure performance, benchmarking data etc.	All themes	19
South Hill Park’s ability to deliver against business plan		28
What next for Town Centre?		25

Since the consultation was circulated Governance and Scrutiny have received the following suggestions for future policy development:

- Customer Experience model for the council 
- ICT and digital infrastructure strategy – All themes
- Financial plan / strategy – is it robust? To be clarified to include asset management 

5.5 In addition the Overview and Scrutiny Panel Merger Working Group considered that it would be important to undertake an induction process to support the new Adult Social Care, Health and Housing Overview and Scrutiny Panel members to become effective. The Overview and Scrutiny Commission agreed that the new panel’s operation was reviewed after a year so it will be prudent to capture members’ feedback throughout the year to support this future activity.

5.6 The work programme will continue to support the Transformation Programme and members of Overview and Scrutiny will be encouraged to participate in the Gateway Review process. There will continue to be scope to respond to emerging issues both locally and nationally as well as respond to consultations as appropriate.

- 5.7 At the start of this municipal year there was one Task and Finish Group which had been initiated but remained incomplete. The new team has been working with lead members to understand the scope of work remaining and the Commission should review the topic for inclusion in the work programme if still relevant.

<b>Task and Finish Group</b>	<b>Lead Member</b>	<b>Current Status</b>
Recruitment and Retention	Councillor Leake	<p>Following two facilitated sessions suggestions are being followed up by officers including:</p> <ul style="list-style-type: none"> <li>• Rebranding the Council's recruitment approach including approaching Universities</li> <li>• Career flexibility and rotation</li> <li>• Workforce planning and skills</li> <li>• Exit interviews to give the Council better intelligence</li> </ul> <p>Recent update including work on keyworker housing</p>

**6. Borough Solicitor's comments**

No specific legal implications arising from the recommendations in this report.

**7. Borough Treasurer's comments**

Any proposals would need to be delivered within existing budgets.

**8. Equalities Impact Assessment**

None.

**9. Strategic Risk Management Issues**

The Overview and Scrutiny work programme should be set against the Council's strategic objectives in order to effectively deliver the five key priorities of Overview and Scrutiny.

**10. Principal Groups Consulted**

The 2017-18 Overview and Scrutiny Commission and Panel Chairmen and Vice-Chairmen. The 2018-19 Commission and Panel Members, Co-Opted Members, Executive Members and Directors.

**11. Method of Consultation**

Through emails and discussions with individuals.

**12. Representations Received**

Integrated into the report.

**13. Background Papers**

None.

**14. Contact for further information**

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