

**ENVIRONMENT, CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL
18 DECEMBER 2008**

**OVERVIEW AND SCRUTINY QUARTERLY PROGRESS REPORT
(Assistant Chief Executive)**

1 INTRODUCTION

- 1.1 This report sets out the Overview and Scrutiny (O&S) activity over the period August to October 2008.

2 RECOMMENDATIONS

- 2.1 **It is recommended that the Environment, Culture and Communities Overview and Scrutiny Panel notes the report.**

3 SUPPORTING INFORMATION

Overview and Scrutiny Work Programme

- 3.1 The O&S work programme for 2008/09 was approved by the O&S Commission on 17 July. The Executive endorsed the work programme on 16 September, which has now been published.

Overview and Scrutiny Working Groups

- 3.2 The table at Appendix 1 sets out the current status of the 13 O&S Working Groups, along with lists of completed and prospective reviews. This continues to represent a heavy and ambitious programme, demanding on member and officer time.
- 3.3 Three Working Group reports were finalised and published in the quarter, on Road Traffic Casualties, Support for Carers, and the Review of the Local Area Agreement.

Overview and Scrutiny Commission

- 3.4 The O&S Commission continues to meet on a two-monthly cycle, with its last meeting on 11 September. At the Commission's November meeting, the main items will include: the Quarter 1 Corporate Performance Overview Report, the Internal Audit half yearly assurance report, appointing a new Parent Governor Representative to the Social Care and Learning O&S Panel (subject to Council approval), noting the Commission's response to a Government consultation on local accountability, and considering the reports by two O&S Working Groups which reviewed street cleaning in the Borough, and the implications for Schools of English as an Additional Language.

Environment, Culture and Communities O&S Panel

- 3.5 The Panel has continued to meet on a three-monthly cycle. At its September meeting, the Panel received a report on the work surrounding Climate Change and the Nottingham Declaration, an update on the Council's Local Development Framework, noted the Executive's response to the recommendations of the Working Group on Road Traffic Casualties, and considered the quarter 1 Performance Monitoring Report. The main work of the Panel is being progressed through the working groups (see attached), which are progressing well. The Panel's next meeting is on 18 December.

Health O&S Panel

- 3.6 The Panel has continued to meet on a three-monthly cycle. At its September meeting, the Panel appointed representatives to the South Central Health O&S Group, considered the Joint Strategic Needs Assessment, and received an update on the development of the Local Involvement Network. The Panel also received an update report on the Borough's Health and Wellbeing Strategy, and subsequently wrote to the Executive Member to raise some concerns on it. Working Groups are making progress, as attached. Panel Members made a visit to Wexham Park Hospital in October. The Panel's next meeting is on 8 January at Heatherwood Hospital, when the main items will include an update on infection control, and considering the Working Group Report on Extended Services and Children's Centres.

Social Care and Learning O&S Panel

- 3.7 The Panel has continued to meet on a three-monthly cycle. At its September meeting, the Panel received a presentation on Adult Social Care, considered a report from the Working Group on Support for Carers, and received an update on their Working Groups. The quarter 1 Performance Monitoring Report was available after the meeting and was considered separately by Members. The main work of the Panel is being progressed through the working groups (see attached), which are progressing well. The Panel's next scheduled meeting is on 17 December and an additional meeting has been arranged for 12 November, due to the number of reports to be considered.

Joint East Berkshire Health O&S Committee

- 3.8 This Committee, now serviced by the Royal Borough of Windsor and Maidenhead, continues to meet broadly on a three-monthly cycle, rotating between the three Councils' venues, with the next meeting on 17 December in Slough. At its last meeting, the Committee decided on Co-Optees, it received updates on the 'Right Care Right Place' programme and Child and Adolescent Mental Health Services, a briefing on assisted conception policy, and considered its standing orders and work programme. The Committee continues to be represented on the Berkshire East Primary Care Trust's Strategy Implementation Group.

Other issues

- 3.9 In October, the O&S Commission, in consultation with the Corporate Management Team, formulated Bracknell Forest Council's response to the Department for Communities and Local Government's (CLG's) consultation 'Communities in control: real people, real power improving local accountability'. Subject to the outcome of the consultation and Parliamentary approval, the legislative changes will be progressed through the planned Community Empowerment, Housing and Economic

Regeneration Bill (CEHER Bill), which CLG say will be introduced during the 2008-09 Parliamentary session. Developments on this are being monitored, meanwhile it can be noted that Bracknell Forest Council's O&S arrangements already cover many of the CLG's proposals.

- 3.10 The recruitment of another Parent Governor onto the Social Care and Learning O&S Panel/O&S Commission has been successful, and Council will be asked to make an appointment at their next meeting on 26 November.
- 3.11 New arrangements commenced this quarter to obtain feedback on the quality of O&S reviews. The responses to the first three feedback questionnaires have been very positive (Appendix 2).
- 3.12 Training for Overview and Scrutiny Members on Budget Scrutiny has been commissioned, for delivery in November, in readiness for the consultation on the Council's budget proposals for 2009/10.
- 3.13 External networking on O&S in the last quarter has included presentations on the work of O&S to Members and officers of Wokingham BC and Slough BC, at the request of those Councils. Wokingham BC has also invited O&S representatives from Bracknell Forest to meet their new O&S Management Committee in the New Year.
- 3.14 Quarterly review meetings between O&S Chairmen, Vice Chairmen, Executive Members and Directors are taking place regularly for the Commission and the Panels. Agenda-setting meetings continue to be held, usually in combination with the review meetings.
- 3.15 Officer support for O&S has been restructured consequent on one part-time Policy Officer leaving the Council for a year, a full time junior officer having commenced on a fixed term contract, and the Head of Performance and Scrutiny role changing to Head of Overview and Scrutiny. In terms of overall capacity, this increases the dedicated officer support for O&S from 2 to almost 3 Full Time Equivalents.

Background Papers

None

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OVERVIEW AND SCRUTINY WORKING GROUPS – 2008/09

Position at 29 October 2008

Overview and Scrutiny Commission								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Scrutiny of Local Area Agreement	Edger (Lead), Beadsley & McLean	Victor Nicholls/Claire Sharp	Richard Beaumont	√	√	√		Awaiting responses from the Bracknell Forest Partnership Board and the Executive Member

Environment, Culture and Communities Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Strategic Review of Waste	Brunel-Walker (Lead), Mrs. Angell, Beadsley, Mrs. Ryder, Wade (Crowthorne), Allen (S'hurst & Ms Healy (Warfield)	Steve Loudoun / Janet Dowlman	Andrea Carr	√	Being drafted			The Working Group has consolidated the information received to date and the review report is being drafted. The drafting process will identify any gaps in coverage.
Street Cleaning	Finnie (Lead), Finch, Mrs. McCracken, Leake (Binfield),	Steve Loudoun	Andrea Carr	√	√	√		Awaiting response from the Executive Member

	Mrs. Thompson (Crowthorne) & Mrs. Cupper (S'hurst).							
Community Arts Development Plan	Mrs. Fleming, McLean & Finnie	Helen Tranter	Andrea Carr	N/A				The Working Group gave input at a meeting on 26.3.08. The draft strategy is expected later in 2008.
Supporting People	Mrs. Shillcock (Lead) & Mrs. Fleming	Simon Hendey / Clare Dorning	Andrea Carr	√	Ongoing	N/A	N/A	The Working Group met on 30.09.08 to monitor progress against implementation of the Supporting People programme and will report to the Social Care and Learning O&S Panel in December 08.
Housing Strategy	Mrs. Fleming, Finnie and Finch	Clare Dorning	Richard Beaumont	√				Fourth meeting arranged for 3 December

Health Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Patient Focus	Leake (Lead), Mrs. Mattick, Virgo, Mrs. Angell	Glyn Jones	Katie Dover	√				Meetings have been held, including PCT Director of Commissioning. Chairman has suspended work pending a decision on future work for the group
Extended Services & Children's Centres (Joint with SC&L OSP)	Leake (Lead), Mrs. Birch, Mrs. Angell, Mrs. McCracken, Burrows, Beadsley	Graham Symonds / Karen Frost	Katie Dover	√	Draft report written and awaiting Members' comments			Met 8 times since September 07. Visited Children's Centres, Area Steering Groups, and primary schools. Visited Portsmouth L.A.

Joint East Berkshire Health Overview and Scrutiny Committee

WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Hospital Discharge Procedures	Baily, Coad (Slough BC), Napier (RB W&M)	N/A	Andrew Scott (RB W&M) [Katie Dover to liaise]	√				Met twice Work is ongoing this Autumn.

Social Care and Learning Overview and Scrutiny Panel

WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Carers	Mrs. Shillcock (Lead), Simonds & Turrell	Glyn Jones	Andrea Carr	√	√	√		The report has been submitted to the Executive Member and a response is expected at the Social Care & Learning O&S Panel meeting on 17 December 08.
Care Homes	Browne (Lead), Baily & Blatchford	Glyn Jones	Andrea Carr	√				This Working Group has been put into abeyance for the time being.
Social Care Modernisation Agenda	Leake (Lead), Mrs. Shillcock & Virgo	Glyn Jones	Andrea Carr	√				Information gathering almost complete. A meeting with the Head of Learning

								Disabilities at Oldham is being arranged before the Working Group meets to consolidate information received and plan the drafting of the ensuing report.
English as an Additional Language (EAL)	Mrs. McCracken (Lead), Burrows, Ms Whitbread & Mr. Sharland	Tony Eccleston	Andrea Carr	√	At advanced draft stage			The review report is being drafted for submission to the Social Care & Learning O&S Panel on 12 November 08.
Extended Schools & Children's Centres (Jointly with HOSP)	See Health O&S Panel							

Completed Reviews

Publication Date	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

Prospective reviews in work programme to be considered when resources are available

OVERVIEW AND SCRUTINY COMMISSION	
1.	Review of the Council's Reorganisation To review the delivery of the Council's reorganisation from three Service Departments to two in April 2008.

SOCIAL CARE AND LEARNING OVERVIEW AND SCRUTINY PANEL	
1.	Care Homes To resume the work of the working group on Care Homes in the Borough.
2.	14-19 Years Plan To review the implementation of a major element of the plan (to be determined).
3.	Transport A strategic review of the procurement and provision of transport used by the Social Care and Learning Department.
ENVIRONMENT CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL	
1.	Residential Parking To review issues concerning residential parking in the Borough, and to contribute to the formation of new policy.
2.	The Council's Housing Functions Depending on the outcome of the review of the Housing Strategy (7 above), and consequent on the transfer of the Council's housing stock, to review the Council's housing role, including the interface with Registered Social Landlords and addressing the Borough's needs for Affordable Housing.

3.	Climate Change and the Nottingham Declaration To review progress on implementing the actions flowing from the Council signing the Nottingham Declaration and in applying the new performance indicators set by government.
4.	Section 106 Arrangements To review the arrangements for securing and applying receipts from Section 106 agreements.
6.	Road Traffic Casualties (Part 2) The May 2008 report of the working group on the review of road traffic casualties has recommended that the panel consider, as a low priority, reviewing the operational issues connected with the reduction of road traffic casualties in the Borough.

HEALTH OVERVIEW AND SCRUTINY PANEL	
1.	Maternity Services To review the quality and operations of maternity services in the Borough, with reference to the latest Healthcare Commission's assessment that Heatherwood and Wexham Park Hospitals Trust give a 'fair performing' service.

Results of Feedback Questionnaires on Overview and Scrutiny Reports

Note – Departmental Link officers on each review were asked to score the key aspects of each O&S review on a scale of 0 (Unsatisfactory) to 3 (Excellent)

	Road Traffic Casualties	Review of the Local Area Agreement	Support for Carers
PLANNING Were you given sufficient notice of the review?	3	3	3
Were your comments invited on the scope of the review, and was the purpose of the review explained to you?	3	3	3
CONDUCT OF REVIEW Was the review carried out in a professional and objective manner with minimum disruption?	3	3	3
Was there adequate communication between O&S and the department throughout?	3	3	3
Did the review get to the heart of the issue?	3	3	3
REPORTING Did you have an opportunity to comment on the draft report?	3	3	3
Did the report give a clear and fair presentation of the facts?	2	3	2
Were the recommendations relevant and practical?	2	3	3
How useful was this review in terms of improving the Council's performance?	N/A	3	3