

### Monitoring of Work Programme for Overview and Scrutiny in 2018/19

The Overview and Scrutiny (O&S) Chairmen's assessment of the progress on the work programme for O&S in 2018/19 is shown below, where the symbols represent:



Completed or on course for completion



Delayed or completion at risk



Will not be achieved in 2018/19

### Comments by Overview and Scrutiny Commission Chairman

The focus of the Commission will be on the scrutiny of the budget proposals and continuous monitoring of the transformation process across the whole of the Council's activities. This has been the primary focus of the Commission in the current municipal year. A matter for the next O&S Commission meeting will be to review the Centre for Public Scrutiny Healthcheck report requested in December 2018.

OVERVIEW AND SCRUTINY COMMISSION		Status	Comment
1.	<p><b>Co-ordination of the work of the Overview and Scrutiny Panels</b></p> <p>This will include reviewing progress reports on the work of each Panel against the agreed work programme, and promoting consistency in the approach to budget scrutiny and other cross-cutting issues.</p>		An update on the work programme for the Adult Social Care, Health and Housing Overview and Scrutiny Panel was provided to the Chairman of the Overview and Scrutiny Committee on 15 January 2019.
2.	<p><b>Routine monitoring of the performance of the Council's corporate functions</b></p> <p>To include the Quarterly Service Reports of the Chief Executive's Office and the Delivery Department; and on-going monitoring of departmental performance and expenditure.</p> <p>To receive periodic briefings on the implementation of key strategies, particularly the Local Economic Framework and</p>		To be completed.

	Strategy.		
3.	<p><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p> <p>To selectively contribute to the formulation of new policies in advance of their consideration by the Executive.</p>		In progress, based mainly on oversight of the Transformation Programme.
4.	<p><b>2019/20 Budget Scrutiny</b></p> <p>To review the Council's budget proposals for the Chief Executive's Office and the Delivery Department for 2019/20, and plans for future years. To include a discussion with the Director - Finance during 2018 on the evolving budgetary position. Overview and Scrutiny Panels will also scrutinise the budget proposals in their departmental areas.</p>		Complete.
5.	<p><b>Review of Task and Finish Groups undertaken during 2015 - 19</b></p> <p>To review impact of Task and Finish Groups undertaken during 2015 – 19 to follow up on agreed actions and undertake lessons learnt exercise to inform future scoping process.</p>		The review has been progressed and concluded. The review will be considered as part of the CfPS Healthcheck at a separate meeting in April 2019.
6.	<p><b>Transformation Programme</b></p> <p>For Panel members to make an O&amp;S input to the Council's Transformation programme, through participation in Gateway Review Meetings and Member briefings, both of a general nature and in relation to the Transformation Projects:</p> <ul style="list-style-type: none"> <li>• Council-wide support services.</li> <li>• Citizen and customer contact.</li> <li>• Performance Management and Business Intelligence.</li> </ul>		In progress – a high level of concern continues to exist in relation to the achievement of the objectives in the Adult Social Care transformation proposals.
7.	<p><b>Crime and Disorder Committee</b></p> <p>To carry out the role of statutory 'Crime and Disorder Committee', to include an annual meeting with representatives of the Community Safety Partnership.</p>		Complete - Overview and Scrutiny Commission met as Crime and Disorder Committee on 5 July 2018. The next meeting is scheduled for the 27 June 2019.

### Comments by Adult Social Care, Health and Housing Overview and Scrutiny Panel Chairman

The focus of the Panel has been on developing understanding of the evolving Health ecosystem and responding to the concerns raised by residents around access to GP surgeries and new treatments along with contribution to the budget setting process.

<b>ADULT SOCIAL CARE, HEALTH AND HOUSING OVERVIEW AND SCRUTINY PANEL</b>		<b>Status</b>	<b>Comment</b>
1.	<p><b>Monitoring the performance of the Local NHS Organisations and the People Department relating to Adult Social Care, Health and Housing</b></p> <p>To include on-going review of the Quarterly Service Reports, receiving statutory plans and reports (such as the annual reports on complaints received), and being briefed on the progress of any significant developments particularly Integrated Care System.</p>		Regular QSR reports included in ASCH&H O&S Panel agendas
2.	<p><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p> <p>To selectively contribute to the formulation of new policies in advance of their consideration by the Executive.</p>		Executive Forward Plan included in all agendas
3.	<p><b>2019/20 Budget Scrutiny</b></p> <p>To review the Council's budget proposals for 2019/20 relating to Adult Social Care, Health and Housing, and plans for future years.</p>		The department's proposed budget was for 2019/20 was reviewed at the meeting on 15 January 2019 and the Panel provided feedback. All budget questions and answers were included in the January O&S Commission agenda.
4.	<b>Responding to NHS Quality Accounts and Consultations</b>		

	The government's statutory guidance states that the annual "Quality Accounts" submitted by providers of NHS services should contain observations of O&S committees. Also, the Panel is a statutory consultee for any substantial variation in NHS services affecting the Borough.		
5.	<b>Housing Strategy and Supply - Task and Finish Group</b>  To complete the input to the new Housing Strategy and the review of aspects of Housing Supply.		The Housing Strategy for Bracknell Forest was approved in March 2018. This working group is now closed.
6.	<b>Primary Care Patient Experience - Task and Finish Group</b>  To examine patient experience of primary care in Bracknell Forest. To identify good practice within primary care and highlight how that practice may be more widely adopted.		The last meeting for the task and finish group was an analysis meeting on 4 January 2019. The analysis (qualitative and quantitative) of the GP Survey responses collected by the full working group was completed and the lead Member is working with surgeries to progress and produce 2 video shorts which describe best practice.
7.	<b>Review of Task and Finish Groups undertaken during 2015 - 19</b>  To review impact of Task and Finish Groups undertaken during 2015 – 19 to follow up on agreed actions and undertake lessons learnt exercise to inform future scoping process.		The review has been progressed and concluded. The review will be considered as part of the CfPS Healthcheck at a separate meeting in April 2019.
8.	<b>Transformation Programme</b>  For Panel members to make an O&S input to the Council's Transformation programme, through participation in Gateway Review meetings and Member briefings, in relation to the Transformation Project for Adult Social Care.		The Panel receive 6 monthly updates on how transformation affects ASCH&H together with a forward view.

## Comments by Children, Young People and Learning Overview and Scrutiny Panel Chairman

The Task and Finish Group looking into Pupil Premium funding was completed in March 2019. This involved visiting a number of schools and talking to pupils and staff. The Chairman attended a LGA event on Special Educational Needs and Disabilities.

CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL		Status	Comment
1.	<p><b>Monitoring the performance of the People Department relating to Children, Young People and Learning</b></p> <p>To include on-going review of the Quarterly Service Reports, receiving statutory plans and reports (such as the annual reports of the Local Safeguarding Children Board, and on complaints received). Monitoring:</p> <ul style="list-style-type: none"> <li>The Executive's on-going review of LEA schools' performance.</li> <li>The action taken by the Executive to earlier reports by the Panel.</li> </ul>		Regular reports received at CYPL meetings. The Chairman and four other members of CYPL are members of the School Improvement Accountability Board which allows information to be shared.
2.	<p><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p> <p>To selectively contribute to the formulation of new policies in advance of their consideration by the Executive.</p>		Executive Forward Plan included in all agendas.
3.	<p><b>2019/20 Budget Scrutiny</b></p> <p>To review the Council's budget proposals for 2019/20 relating to Children, Young People and Learning, and plans for future years.</p>		The department's proposed budget for 2019/20 was reviewed at the meeting on 9 January 2019. All budget questions and answers were included in the January O&S Commission agenda.

4.	<p><b>Improving the experience &amp; outcomes of Pupil Premium (double dis-advantaged) children - Task and Finish Group</b></p> <p>To scrutinise how the Education and Learning Team and governors hold Head Teachers to account to ensure children in receipt of Pupil Premium funding achieve to the best of their abilities.</p>		<p>The Task and Finish Group completed its work and the final report was approved by members at the CYPL O&amp;S meeting on 20 March. The recommendations will now be reviewed by the Executive.</p>
5.	<p><b>Special Educational Needs (SEN) - Task and Finish Group</b></p> <p>Scope to be drafted but agreed the Group should focus on topics such as early years, underachievement in boys and assessments.</p>		<p>A SEND update was provided at the 20 March meeting by officers. Members agreed to focus on this issue during the next municipal cycle.</p>
6.	<p><b>Review of Task and Finish Groups undertaken during 2015 - 19</b></p> <p>To review impact of Task and Finish Groups undertaken during 2015 – 19 to follow up on agreed actions and undertake lessons learnt exercise to inform future scoping process.</p>		<p>The review has been progressed and concluded. The review will be considered as part of the CfPS Healthcheck at a separate meeting in April 2019.</p>
7.	<p><b>Transformation Programme</b></p> <p>For Panel members to make an O&amp;S input to the Council's Transformation programme, through participation in Gateway Review meetings and Member briefings, in relation to the Transformation Projects for:</p> <ul style="list-style-type: none"> <li>• Early Help and Prevention.</li> <li>• Schools support services.</li> </ul>		<p>CYPL members attended a gateway review meeting on 17 July.</p>

### Comments by Environment, Culture and Communities Overview and Scrutiny Panel Chairman

During the past year members have completed two Task and Finish Groups looking into Houses in Multiple Occupation and the implementation of LED Lighting across the Borough. Members are due to visit Easthampstead Crematorium/Cemetery in April 2019.

ENVIRONMENT CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL		Status	Comment
1.	<p><b>Monitoring the performance of the Delivery Department relating to Environment, Culture and Communities</b></p> <p>To include on-going review of the Quarterly Service Reports; the performance of the Department, review of any inspection reports or self-evaluations, and monitoring significant departmental developments, particularly the leisure partnership with Everyone Active and the Local Development Framework.</p>		Regular QSR reports received at ECC meetings and quarterly updates regarding complaints/compliments for leisure services run by Everyone Active.
2.	<p><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p> <p>To selectively contribute to the formulation of new policies in advance of their consideration by the Executive.</p>		Executive Forward Plan on all agendas.
3.	<p><b>2019/20 Budget Scrutiny</b></p> <p>To review the Council's budget proposals for 2019/20 relating to Environment, Culture and Communities, and plans for future years.</p>		The department's proposed budget was for 2019/20 was reviewed at the meeting on 8 January 2019. Questions not answered during the meeting were followed up and circulated. All budget questions and answers were included in the January O&S Commission agenda.
4.	<p><b>Houses in Multiple Occupation – Task and Finish Group</b></p>		The report was finalised in March and will receive final

	A review of the Council's involvement with Houses in Multiple Occupation (HMO).		approval on 18 June 2019.
5.	<p><b>LED – Task and Finish Group</b></p> <p>A review of the Council's implementation of the LED lighting scheme.</p>		The report was finalised in March and will receive final approval on 18 June 2019.
6.	<p><b>Review of Task and Finish Groups undertaken during 2015 - 19</b></p> <p>To review impact of Task and Finish Groups undertaken during 2015 – 19 to follow up on agreed actions and undertake lessons learnt exercise to inform future scoping process.</p>		The review has been progressed and concluded. The review will be considered as part of the CfPS Healthcheck at a separate meeting in April 2019.
7.	<p><b>Transformation Programme</b></p> <p>For Panel members to make an O&amp;S input to the Council's Transformation programme, through participation in Gateway Review meetings and Member briefings, in relation to the Transformation Projects for:</p> <ul style="list-style-type: none"> <li>• The Leisure Review.</li> <li>• The Libraries Review.</li> <li>• The Arts Review.</li> <li>• Parks and Countryside.</li> <li>• Planning and Building Control.</li> </ul>		Members participated in Gateway Review meetings. The Leisure Review and Libraries Review were requested as agenda items at the July meeting. The Leisure Transformation Review was discussed on 18 September 2018. The Parks and Countryside Review discussed on 5 March 2019.