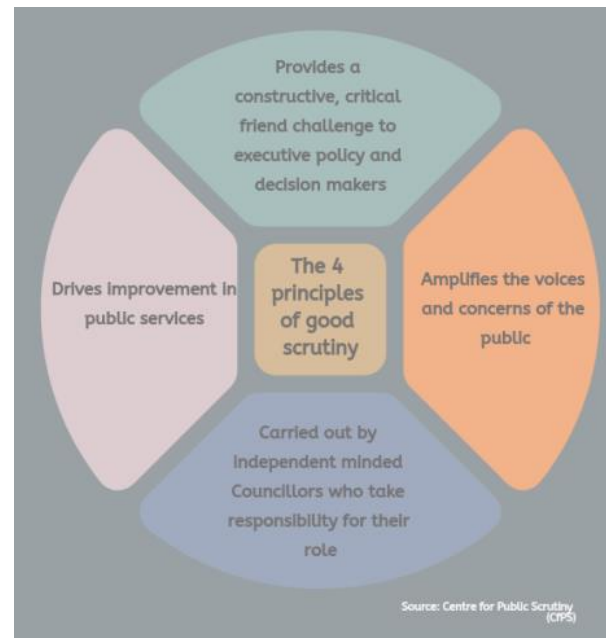


Overview and Scrutiny

Annual Report 2018-2019



Delivering a new approach to be a Council that can adapt and innovate to keep Bracknell Forest a good place to live

Foreword from the Overview and Scrutiny Commission Chairman

The Municipal Year 2018-19 has been a year of change for the scrutiny function within Bracknell Forest Council.

The Health Overview and Scrutiny Panel and the Adult Social Care and Housing Overview and Scrutiny Panel were merged to form the Adult Social Care, Health and Housing Overview and Scrutiny Panel. This merger took place to ensure that the scrutiny response in respect of adult social care and health issues reflected the new joined up and strategic approach being taken by the Council and other health partners within the Borough.

Another change has been the restructure of the overview and scrutiny team to become part of Democratic and Registration Services. Two new officers, Kirstine Berry and Louise Connelly were appointed as Governance and Scrutiny Co-ordinators in May 2019 to support the activities of the Commission and the Panels, with guidance and support from Kirsty Hunt, in her new role as the Governance and Scrutiny Manager. With this new team in place, I felt it was timely to review where we are with scrutiny in Bracknell Forest, how it contributes to improving the lives of our residents and how it could create more impact. In December 2018 I requested that the Centre for Public Scrutiny complete a scrutiny 'Healthcheck'.

The healthcheck findings will provide a springboard for us to critically assess how we want to shape overview & scrutiny activity over the next four years. We must ensure that it is strong on prioritisation, can develop strategic work programming and engage in evidence based objective enquiry at the earliest opportunity. Scrutiny activity must have measurable impact on policy shaping, decision-making, value and quality of Council services. We have already started reviewing how we can achieve this so that we are in the best possible position to move forward immediately after the Borough Elections in May. The appointment of Kevin Gibbs, Executive Director: Delivery as the responsible scrutiny officer will facilitate this objective.

The main focus of the Commission for this Municipal Year has been on scrutinising the budget proposals and the continuous examination, monitoring and commenting on the Transformation Programme across the whole of the Council's activities.

The steps that we are taking to transform our services, while at the same time both preserving and enhancing services to our residents; are not without risk. The level of that risk continues to be higher than we would normally contemplate. The Commission, along with its supporting Scrutiny Panels, has sought regular reports and updates on the progress of the various 'strands' of transformation activity taking place at this critical stage. There is still much work to be done to achieve our aim of long term and effective transformation and overview and scrutiny will continue to closely review strategic decision making and progress.



Councillor Ian Leake
Chairman, Overview and Scrutiny Commission
April 2019

Overview and Scrutiny Commission

What Difference Has Scrutiny Made?

- A closer working relationship with Silva Homes has been developed with processes being implemented to more closely involve locally elected Councillors to enable them to support residents better.
- Panel responses to the Council's Draft Budget Consultation were collated and fed back for Executive consideration
- The issues raised at the Recruitment and Retention workshop are being addressed.

Task and Finish Group Update – Merger of Overview and Scrutiny Panels

The Health Overview and Scrutiny Panel and the Adult Social Care and Housing Overview and Scrutiny Panels merged in May 2018 to form the Adult Social Care, Health and Housing Overview and Scrutiny Panel.

Overview and Scrutiny key activity summary:

All scrutiny bodies performed routine overview and scrutiny functions. They met regularly, reviewed key performance indicators such as the Quarterly Service reports (QSRs), monitored the forthcoming decisions of the Council's Executive, monitored Transformation Programme projects, responded to the budget consultation for 2019/20, had discussions, asked a number of questions and requested additional information in a number of areas.

In addition to these functions, the Overview and Scrutiny Commission focussed on:

- the progress of all O&S work by receiving regular 'traffic light indicators' on activity progress
- Co-ordinating the work of the O&S Panels and reviewing corporate issues concerning the whole Council
- Discharging the Council's 'Crime and Disorder Committee' requirements by meeting with the Chairman of Bracknell Forest's Community Safety Partnership, the local area Police Commander and the Head of Community Safety. The principal issues discussed were the Bracknell Forest Community Safety Partnership's (CSP) performance during 2017/18, and plans for 2018/19



Chairman: Councillor Leake

Vice-Chairman: Councillor Angell

Members: Councillors Allen, Mrs Angell, Mrs Birch, Brossard, Finnie, Harrison, Mrs McCracken, Peacey, Porter, Mrs Temperton, Tullett and Virgo

Church Representatives (2)

2 vacancies (voting)

Parent Governor Representatives (2)

2 vacancies (voting)

Adult Social Care, Health and Housing Overview and Scrutiny Panel

What Difference Has Scrutiny Made?

- Members have been able to utilise the skills of Motivational Interviewing to make their communications more effective and to help build community resilience.
- Relationships have been formed and strengthened with the CCG and Frimley ICS

Task and Finish Group Update – Primary Care Patient Experience

The working group reviewed the results of the GP Patient Survey 2017 with the aim of highlighting best practice in GP surgeries within Bracknell Forest. The analysis of the qualitative questionnaire completed by GP surgeries across Bracknell Forest in the summer of 2018 has been completed. One of the themes identified was the central and important role that receptionists play in affecting and determining levels of patient satisfaction within surgeries. Videos to promote and highlight what makes excellent practice have been proposed.

In addition to key activity summary, the Panel focussed on:

- Sustainability of GP Practices in Bracknell Forest
- Community Network Approach
- Healthwatch, Bracknell Forest Annual Report
- Council's response to the Homeless Reduction Act
- Frimley Sustainability Transformation Partnership (STP) move to the Integrated Care System (ICS)
- Help Yourself Portal
- Public "Conversations About Urgent Care" provision
- Local Transformation Plan for Children's and Young People's Mental Health and Wellbeing
- Health and Wellbeing Board Alliance
- Provision of Freestyle Libre and flash glucose monitoring systems within Bracknell Forest
- Family Safeguarding Model
- Severe Weather Emergency Protocol and the cold weather provisions for rough sleepers within Bracknell Forest
- Conversations Approach



Chairman: Councillor Harrison
Vice-Chairman: Councillor Mrs McCracken
Members: Councillors Allen, Mrs Angell,
Dr Hill, Mrs Mattick, Ms Merry,
Peacey, Mrs Temperton, Thompson,
Tullett and Virgo

Co-opted Representative
Dr Norman (non-voting)

Local Healthwatch Bracknell Forest Observer
Mark Sanders (non-voting)

Environment, Culture and Communities Overview and Scrutiny Panel



Chairman: Councillor Angell
Vice-Chairman: Councillor Porter
Members: Councillors Mrs Angell,
Brossard, Finnie,
Mrs Ingham, Mrs Mattick,
Mrs McKenzie, Mrs McKenzie-Boyle

What Difference Has Scrutiny Made?

- The Task and Finish Group 'LED Lighting' undertook a review into the replacement of street lighting in the Borough to check it has achieved its financial aims. Their work ensured savings from the project would be re-invested to address complaints received by residents about implementation of lighting and initiated collaboration between Council officers and Thames Valley Police to check for any correlation between the implementation of LED Lighting and crime/anti-social behaviour in the Borough.
- Everyone Active was held to account on a quarterly basis to check they were on track to meet the targets set out in their contract. Members received a report in June 2018 regarding the successful transfer of leisure services in the Borough to Everyone Active. However, it was noted there had been a sharp rise in the number of complaints due to maintenance issues. Members requested quarterly updates from senior management at Everyone Active. The Area Contract Manager at Everyone Active and Head of Leisure at Bracknell Forest attended the September meeting to be held to account for the rise in complaints and explain what was being done to rectify the issues. In March 2019 members received an update that complaints had decreased significantly at Bracknell Leisure Centre and Coral Reef.

Task & Finish Group Update – Houses in Multiple Occupation (HMOs)

This Task & Finish Group was set up to look at the safety of occupants in HMOs, not the nature of property use, and its application in Bracknell Forest. Five meetings were held to scrutinise a range of issues. The Task and Finish Group has concluded its work and is finalising its recommendations for the Executive to consider in July.

Task & Finish Group Update – LED Lighting

Members set up this Task and Finish Group to check the Invest to Save bid initiated in 2015 had achieved its financial aims as well as scrutinising how and when LED Lighting was being rolled out across the borough. Their work included visiting streets during the evening to see first-hand if it was noticeable when lights were dimmed from 100% to 70% and 50%. They requested resident's complaints be mapped using GIS mapping software and officers share this information with Thames Valley Police and the community safety team in order to check for any correlation between LED Lighting implementation and crime/Anti-Social Behaviour. The Task and Finish Group has concluded its work and is finalising its recommendations for the Executive to consider in July 2019.

In addition to the key activity summary, the Panel focussed on:

- Library Technology Rollout
- Leisure Transformation
- Highways Winter Service Plan
- Parks and Countryside
- Planning and Building Control
- Planning Performance
- Car Parking Enforcement



Children, Young People and Learning Overview and Scrutiny Panel

What Difference Has Scrutiny Made?

- The Task and Finish Group 'Improving the experience and outcomes of Pupil Premium (double disadvantaged) children' agreed a number of recommendations about how Bracknell Forest Council could enhance its support to governors and senior leaders in schools. This included the development of the 'Pupil Premium Governor: Link Governor Role & Responsibilities' paper issued to Governors with a lead for Pupil Premium in their schools. Recommendations included the development of a governor toolkit to raised awareness of best practice so governors and schools can strengthen their offer to pupils in receipt of Pupil Premium funding.
- Members tracked pupil data using the Local Authority School Data Dashboard, prepared by MiME 'making information matter' on behalf of the local authority. The dashboard enabled members to analyse trend data and question leaders about why certain groups of children and schools were making better academic progress than others. For example, members noted a high rate of exclusions for children with Special Educational Needs and Disabilities (SEND). A report on SEND was brought to the next meeting and it was agreed this should form part of their future work plan to understand and help the Council to tackle this issue.

Chairman: Councillor Mrs Birch
Vice-Chairman: Councillor Brossard
Members: Councillors Ms Gaw, Mrs Hamilton, Ms Hayes, Mrs McCracken, Skinner, Mrs Temperton and Virgo

Church Representatives (2)
2 vacancies (voting)

Parent Governor Representatives (2)
2 vacancies (voting)

Teacher Representative
Ms D Owen (non-voting)

Social Care Representative
Miss C Barrett (non-voting)

Task & Finish Group Update – Improving the experience and outcomes of Pupil Premium (double disadvantaged) children

This Task & Finish Group scrutinised how the local authority supported school leaders, in particular governors. A survey was sent to schools in the Borough and returns were analysed to draw out key themes. Members visited five primary schools and one secondary school in the Borough as well as Didcot Girls School in Oxfordshire which was renowned for best practice in delivering results for children in receipt of Pupil Premium funding. During discussions members agreed it would be useful to have a Job Description for governors, which was developed and sent out during the project. Members also agreed a number of recommendations, including the production of a governor toolkit, to help governors ask the correct questions. The Executive will be asked to approve the group's recommendations on 18 June 2019.

Task & Finish Group Update – Special Educational Needs

Scoping exercise undertaken to agree the Terms of Reference for this Task & Finish Group. Data on Special Educational Needs was presented to members in March 2019.

In addition to key activity summary, the Panel focussed this year on:

- Corporate Parenting
- Childminders
- Examination and test performance data in Bracknell Forest Schools during the academic year 2016/17

- Schools performance and exclusions with particular regard to Key Stage 1 & 2
- Family Safeguarding Model
- Cornerstone Project
- Elective Home Education
- Early Help Family Hubs
- Local Authority School Data Dashboard, prepared by MiME ‘making information matter’ on behalf of the local authority, and were able to question why some pupils or schools were making better academic progress than others.
- Inclusion Hub Model for schools
- Joint Targeted Area Inspection of the multi-agency response to sexual abuse in the family in Bracknell Forest.
- Responding to the Department of Education consultation ‘Elective Home Education: call for evidence’ on revised guidance to create greater oversight of children whose parents elect to educate them at home.

Do You Want to Learn More about Scrutiny within Bracknell Forest Council?

For more details about Overview and Scrutiny in Bracknell Forest please visit our website using the hyperlink [here](#).

Or copy and paste the full URL into your browser:

<https://www.bracknell-forest.gov.uk/council-and-democracy/scrutiny/overview-and-scrutiny/about>

For more information about this report please contact Governance and Scrutiny via committee@bracknell-forest.gov.uk