

**TO: HEALTH OVERVIEW AND SCRUTINY PANEL
3 JULY 2014**

**OVERVIEW AND SCRUTINY PROGRESS REPORT
Assistant Chief Executive**

1 PURPOSE OF REPORT

- 1.1 This report highlights Overview and Scrutiny (O&S) activity during the period December 2013 to May 2014.

2 RECOMMENDATION

- 2.1 **To note Overview and Scrutiny activity and developments over the period December 2013 to May 2014, set out in section 5 to 6, and Appendices 1 and 2.**

3 REASONS FOR RECOMMENDATIONS

- 3.1 The Chief Executive has asked for a six monthly report to be produced on O&S activity.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

Overview and Scrutiny Structure and Membership

- 5.1 Council appointed Mrs Linda Wellsteed, Secondary School Parent Governor Representative, to the O&S Commission, and the Commission appointed Mrs Wellsteed and Ms Catherine Barrett (Children's social care representative) to the Children, Young People & Learning Overview and Scrutiny Panel. The Commission also appointed Cllr Mrs Phillips to the Adult Social Care and Housing Panel and Dr David Norman as a co-optee to the Health O&S Panel. All new members were provided with induction training on O&S. There are vacancies for a substitute councillor vacancy on the Commission and one of the Panels. Action continues to be taken periodically on the long-running vacancy for a representative of the Catholic Diocese. The O&S Panels will elect Chairmen and appoint Vice Chairmen at their next meetings.

Overview and Scrutiny Work Programme and Working Groups

- 5.2 The programme for 2013-14 was completed broadly as planned, the only notable exception being the Health O&S Panel deciding not to embark upon a planned review. A routine report has been submitted to each O&S Commission meeting, monitoring progress against the O&S Work Programme, using traffic light indicators. The work programme for 2014-15 was approved as part of the Annual Report of O&S for 2013-14, over which there was formal consultation with the Corporate Management Team and the Executive.

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- 5.3 The table at Appendix 1 sets out the current status of the O&S Working Groups, along with the list of completed reviews.

Overview and Scrutiny Commission

- 5.4 The O&S Commission met on 30 January, 17 and 20 March, 1 and 14 May (Annual meeting). The main items included:
- The Council's draft budget proposals for 2014/15.
 - The recommendations to the O&S Commission from the Health O&S Panel's working group on the Francis report.
 - The annual report of Overview and Scrutiny for 2013/14, together with items to be included in the Commission's Work Programme for 2014/15.
 - Receiving an update on the work of the Economic and Skills Development Partnership.
 - Reviewing the quarterly performance reports for the Corporate Services Department, the Chief Executive's Office and the Council as a whole.
 - Meeting representatives of Thames Valley Police and the Community Safety Partnership to review their performance and the refreshed Community Safety Plan.
 - The Call-In of the Executive Member for Planning and Transport's decision concerning the introduction of a no right turn restriction in Binfield. The Commission decided to refer this to Council, which resolved to recommend to the Executive Member that he reconsider his decision. The Executive Member subsequently decided to discontinue the process for the making of the Traffic Regulation Order, and that the proposal for a Traffic Regulation Order would be considered further when additional traffic data is available.
- 5.5 At each of its meetings, the Commission also reviewed corporate items on the Executive Forward Plan, and monitored the delivery of the O&S work programme, with particular reference to the Commission's own Working Groups.
- 5.6 The first meeting of the Commission's Working Group on Business Rates was held on 19 May. The O&S Commission's next meeting is on 10 July 2014, when the main item is likely to be a meeting with the Director of Security at Broadmoor Hospital.

Environment, Culture and Communities O&S Panel

- 5.7 Meetings of the Panel were held on 21 January and 18 March, 2014. During the meetings the Panel considered and commented on:
- Quarterly Service Reports for the relevant quarters.
 - The Council's draft budget proposals 2014/15.
 - Schools Annual Environmental Management Report 2012/13.
 - Neighbourhood Planning Update Briefing.
 - Bracknell Forest Borough Local Plan Update.
 - Recycling Reward Scheme Update.
 - Sustainable Modes of Transport.
 - Integrated Transport Capital Programme 2013/14.
 - 2013/14 Highway Maintenance Programme.
 - O&S Work Programme 2014/15.
 - Six monthly O&S progress report.
 - Scheduled Executive key and non-key decisions.
- 5.8 Following the completion of work undertaken by a working group of the Panel which guided the Borough's emerging Bus Strategy for implementation in April 2014, the Panel established a new working group to review the Council's cultural services offering, in the

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context of pressure on public finance, with particular reference to libraries and assistance for South Hill Park (see Appendix 1).

- 5.9 Actions arising from Panel meetings have resulted in the circulation to Panel Members of a breakdown of the spending and costs in relation to the E+ Smartcard, the amount of income generated by the commercial sponsorship scheme, an explanation of the Urban Traffic Management Control system and information regarding gambling test purchases. In addition, the Panel requested that, if possible, a system to record compliments in addition to complaints be established and that the Director of Children, Young People and Learning re-establish the former schools environmental focus group consisting of education and environment officers. The next meeting of the Panel is taking place on 24 June 2014.

Health O&S Panel

- 5.10 The Panel met on 7 January, 4 February and 13 March. The main items considered at those meetings included:
- Receiving submissions from members of the public under the Public Participation Scheme for Overview and Scrutiny.
 - Reviewing the quarterly performance reports of the Adult Social Care, Health and Housing department, relating to public health.
 - A progress briefing on Public Health activities and the Public Health Survey.
 - An update on the Government's plans for the further integration of Health and Social Care.
 - The Public Health element of the Council's Draft Budget Proposals for 2013/14.
 - Adopting the report of the Panel's Working Group which reviewed the lessons of the report by Robert Francis QC for Health O&S. One important recommendation was to improve the quality of the Panel's work by co-opting in people with expert knowledge of the medical world; we were pleased that the Commission subsequently co-opted onto the Panel a retired GP, Dr David Norman whose participation is very valuable.
 - Meeting Heatherwood and Wexham Park Hospitals NHS Foundation Trust concerning their actions on the inspection reports issued on both hospitals by the Care Quality Commission (CQC). We subsequently drew our concerns formally to the attention of the Trust, NHS England, Monitor and the CQC. The Trust has since been judged as 'Inadequate' by the CQC and put into 'Special Measures' by Monitor.
 - Meeting the Royal Berkshire Hospital NHS Trust, with particular reference to their services to residents of Bracknell Forest, the cancer and renal services facility at Brants Bridge, and the actions taken to reduce Accident and Emergency waiting times.
 - Receiving a briefing on the role and activities of SEAP Complaints Advocacy Service.
 - The results of the December 2013 GP Patient Survey for Bracknell Forest GP Practices, and information from the NHS Choices website, for the NHS Foundation Trusts providing most NHS services to Bracknell Forest residents.
- 5.11 At each of its meetings, the Panel also considered scheduled Executive Key and Non-Key Decisions relating to Health, and monitored the progress of its Working Group.
- 5.12 Between formal meetings, the Panel's activities have included, for example:
- Participating in the February meeting of the Thames Valley Health O&S Network, facilitated by the Centre for Public Scrutiny.
 - Attending the opening of the new Urgent Care Centre in Bracknell in April 2014.
 - Providing comments on the 2013-14 NHS Quality Accounts for two NHS Trusts serving Bracknell Forest residents.
 - Attending the CQC's 'Quality Summit' on the outcome of their inspection of Wexham Park Hospital, and the ensuing actions required by the Trust and Monitor.

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5.13 The Panel's next meeting on 3 July.

Joint East Berkshire with Buckinghamshire Health O&S Committee

5.14 This Committee, formed jointly with Slough Borough Council, the Royal Borough of Windsor & Maidenhead, and Buckinghamshire County Council has remained suspended, the last meeting having been held in March 2013. The O&S Commission had previously decided to end the Council's involvement in the Joint Committee, unless there is a need to respond to a statutory consultation affecting health services in East Berkshire.

Children, Young People and Learning O&S Panel

5.15 Meetings of the Panel took place on 15 January and 5 March, 2014. During the meetings the Panel considered and commented on:

- The minutes and Annual Report of the Corporate Parenting Advisory Panel.
- Quarterly Service Reports (QSRs) for the relevant quarters.
- The Council's draft budget proposals 2014/15.
- Bracknell Forest Local Safeguarding Children Board (LSCB) Annual Report 2012/13.
- Annual Review of the Children and Young People's Plan.
- Self Assessment against the Department for Education Statutory Guidance on the Roles and Responsibilities of the Director and Lead Member of Children Services.
- Child Poverty Strategy – Progress and Next Steps.
- Local Healthwatch Protocol.
- Bracknell Forest Strategy for 'Narrowing the Gap' (NtG) in performance between pupils eligible for the Pupil Premium and their peers.
- Support for children with English as an additional language.
- Children missing from education.
- Education Transport Policies.
- O&S Work Programme 2014-15.
- Six monthly O&S progress report.
- Scheduled Executive key and non-key decisions.

5.16 The Panel monitored progress achieved by its working group reviewing the planning and provision of school places which was completed in May 2014 and the resulting report will be considered by the Panel at its next meeting, on 11 June 2014. The Panel also established a new working group to commence a future review of the impact of substance misuse on children, young people and their families (see Appendix 1).

5.17 Activities between Panel meetings included receipt of updates on the progress being made to re-establish links between the LSCB and Adult Safeguarding Boards and the voluntary and community sector, on the number of applications to become foster carers received and the percentage of successful selections, and on the number of children and young people successfully completing drug treatment. In addition, the Panel requested that narrative be added to future QSRs to indicate the number of agency staff employed to fill recruitment vacancies ranging over the quarter and the number and type of placements for foster care; that the action plan associated with the draft NtG strategy be expanded to address transition issues; and that the Director of Children, Young People and Learning reconsider the aspect of the Education Transport Policy requiring a member of school staff to accompany a secondary school pupil to and from their transport vehicle.

Adult Social Care and Housing O&S Panel

5.18 The Panel met on 14 January and 25 March, 2014. The main items considered at the meetings were:

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- Quarterly Service Reports for the relevant quarters.
- The Council's draft budget proposals 2014/15.
- Modernisation and Transformation of Older People's Services.
- Service Plan 2014/15 Revised Key Actions and Indicators.
- Learning Disabilities Commissioning Strategy 2014-2019
- Bracknell Forest Joint Commissioning Strategy for Dementia 2014-2019
- Better Care Fund – Integration of Health and Social Care.
- Local Healthwatch Protocol.
- O&S Work Programme 2014-15.
- Six monthly O&S progress report.
- Scheduled Executive key and non-key decisions.

- 5.19 The Panel monitored progress achieved by its working group reviewing the Council's role with regard to care governance and managing safeguarding in regulated Adult Social Care Services (see Appendix 1).
- 5.20 Actions arising from Panel meetings have resulted in the circulation to Panel Members of further information on investments in Icelandic banks and the impact of the return of monies to the Council, figures on the number of people with mental health issues supported by Adult Social Care Services, and information on how long people receiving benefits from the Council have to notify it of an overpayment of benefits. The next meeting of the Panel is taking place on 17 June 2014.

Other Overview and Scrutiny Issues

- 5.21 The 2013/14 Annual Report of O&S, incorporating the 2014/15 work programme, was adopted by Council at its meeting on 30 April 2014.
- 5.22 Responses to the feedback questionnaires on the quality of O&S reviews are summarised in Appendix 2, showing a consistently high score across the various questions posed.
- 5.23 Quarterly review and agenda setting meetings between O&S Chairmen, Vice-Chairmen, Executive Members and Directors are taking place regularly for the Panels (every two months for the O&S Commission).
- 5.24 The Council's entry, '*Transforming the effectiveness of health scrutiny by applying the lessons of the Francis Report*', was shortlisted for this year's 'Good Scrutiny Awards' by the Centre for Public Scrutiny.
- 5.25 The Head of O&S continued to represent South East councils' O&S interests on the National O&S Forum, run by the CfPS, though due to pressure on the CfPS's resources, they have decided to suspend meetings of that forum until 2015.

6 Developments in Overview and Scrutiny

- 6.1 There have been no notable national or local developments in O&S in the period covered by this report.

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Statutory Scrutiny Officer

- 7.1 The monitoring of this function is carried out by the Statutory Scrutiny Officer on a quarterly basis. Good progress has been made on the agreed programme of work by Overview and Scrutiny for 2013/14. Scrutiny Panels have continued to focus on areas of importance to local residents, and the quality of the work done continues to be high.

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Borough Solicitor

7.2 Nothing to add to the report.

Borough Treasurer

7.3 There are no additional financial implications arising from the recommendations in this report.

Equalities Impact Assessment

7.4 Not applicable. The report does not contain any recommendations impacting on equalities issues.

Strategic Risk Management Issues

7.5 Not applicable. The report does not contain any recommendations impacting on strategic risk management issues.

Workforce Implications

7.6 Not applicable. The report does not contain any new recommendations impacting on workforce implications.

Other Officers

7.7 Directors and lead officers are consulted on the scope of each O&S review before its commencement, and on draft O&S reports before publication.

8 CONSULTATION

Principal Groups Consulted

8.1 None.

Method of Consultation

8.2 Not applicable.

Representations Received

8.3 None.

Background Papers

Minutes and papers of meetings of the Overview and Scrutiny Commission and Panels.

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CXO\Overview and Scrutiny\2014-15\progress reports

OVERVIEW AND SCRUTINY CURRENT WORKING GROUPS – 2014/15

Position at 20 May 2014

Overview and Scrutiny Commission								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	PROGRESS OF REVIEW	REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Business Rates	Angell (Lead), Heydon, Leake and Virgo	Alan Nash	Richard Beaumont					First meeting held on 19 May 2014

Health Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	PROGRESS OF REVIEW	REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Francis Report on NHS Mid Staffordshire Hospital	Mrs McCracken (Lead), Mrs Angell, Angell, Baily, Kensall, Mrs Temperton, and Virgo	Glyn Jones	Richard Beaumont	√	Completed	√	Executive response received. Responses due from two NHS Trusts	The agreed changes to O&S practices are partly implemented

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Environment, Culture and Communities Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	PROGRESS OF REVIEW	REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Cultural Services Offering	Finnie (Lead) Brossard, Ms Brown, Gbadebo and Thompson	Mark Devon	Richard Beaumont	√	Information gathering around 50% completed.			Next meeting arranged for 17 June.

Children, Young People and Learning Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	PROGRESS OF REVIEW	REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
School Places	Mr Briscoe (PGR) (Lead), Mrs Birch, Kensall and Mrs Temperton	Chris Taylor	Andrea Carr	√	The review has been completed.	In draft		The report of the review will be submitted to the Children, Young People and Learning O&S Panel for approval on 11 June 2014.
Substance Misuse – Children and Young People	Mrs Birch, Mrs Temperton, Mr Briscoe (PGR), and Miss	Jillian Hunt	Andrea Carr		First meeting to take place following the June Panel			The review is yet to commence.

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	Richardson (Teacher rep.)				meeting.			
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Adult Social Care Overview and Scrutiny Panel

WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	PROGRESS OF REVIEW	REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
The Council's Role in Regulated Adult Social Care Services	Harrison (Lead), Mrs McCracken, Mrs Temperton and Thompson	Zoë Johnstone	Andrea Carr	√	The information gathering process is largely completed.			The report of the review is under preparation.

Completed Reviews

Date Completed	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
August 2008	Caring for Carers
September 2008	Scrutiny of Local Area Agreement
October 2008	Street Cleaning
October 2008	English as an Additional Language in Bracknell Forest Schools
April 2009	Overview and Scrutiny Annual Report 2008/09

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Date Completed	Title
April 2009	Healthcare Commission's Annual Health Check 2008/09 (letters submitted)
April 2009	Children's Centres and Extended Services in and Around Schools in Bracknell Forest
April 2009	Older People's Strategy
April 2009	Services for People with Learning Disabilities
May 2009	Housing Strategy
July 2009	Review of Waste and Recycling
July 2009	Review of Housing and Council Tax Benefits Improvement Plan
December 2009	NHS Core Standards
January 2010	Medium Term Objectives 2010/11
January 2010	Review of the Bracknell Healthspace (publication withheld to 2011)
January 2010	14-19 Years Education Provision
April 2010	Overview and Scrutiny Annual Report 2009/10
July 2010	Review of Housing and Council Tax Benefits Improvement Plan (Update)
July 2010	The Council's Response to the Severe Winter Weather
July 2010	Preparedness for Public Health Emergencies
October 2010	Safeguarding Vulnerable Adults in the context of Personalisation
October 2010	Review of Partnership Scrutiny
December 2010	Hospital Car Parking Charges
January 2011	Safeguarding Children and Young People
March 2011	Review of the Bracknell Healthspace (Addendum)
April 2011	Overview and Scrutiny Annual Report 2010/11
June 2011	Office Accommodation Strategy
June 2011	Plans for Sustaining Economic Prosperity
July 2011	Review of Highway Maintenance (Interim report)
September 2011	Performance Management Framework

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Date Completed	Title
September 2011	Review of the Council's Medium Term Objectives
October 2011	Plans for Neighbourhood Engagement
October 2011	Regulation of Investigatory Powers
October 2011	Site Allocations Development Plan Document
January 2012	Common Assessment Framework
February 2012	Information and Communications Technology Strategy
April 2012	NHS Trusts Quality Accounts 2011/12 (letters submitted to five Trusts)
April 2012	Overview and Scrutiny Annual Report 2011/12
June 2012	Commercial Sponsorship
July 2012	Communications Strategy
November 2012	Proposed Reductions to Concessionary Fares Support and Public Transport Subsidies
November 2012	Modernisation of Older People's Services
January 2013	Preparations for the Community Infrastructure Levy
February 2013	Substance Misuse
February 2013	'Shaping the Future' of Health Services in East Berkshire
April 2013	Overview and Scrutiny Annual Report 2012/13
April 2013	NHS Trusts Quality Accounts 2011/12 (letters submitted to three Trusts)
July 2013	School Governance
September 2013	Delegated Authorities
October 2013	Bracknell Forest Bus Strategy
January 2014	Applying the Lessons of the Francis Report to Health Overview and Scrutiny
April 2014	Overview and Scrutiny Annual Report 2013/14

Results of Feedback Questionnaires on Overview and Scrutiny Reports

Note – Departmental Link officers on each major Overview and Scrutiny review are asked to score the key aspects of each substantive review on a scale of 0 (Unsatisfactory) to 3 (Excellent)

	Average score for previous 20 Reviews ¹
PLANNING	2.9
Were you given sufficient notice of the review?	
Were your comments invited on the scope of the review, and was the purpose of the review explained to you?	2.9
CONDUCT OF REVIEW	2.7
Was the review carried out in a professional and objective manner with minimum disruption?	
Was there adequate communication between O&S and the department throughout?	2.8
Did the review get to the heart of the issue?	2.6
REPORTING	2.9
Did you have an opportunity to comment on the draft report?	
Did the report give a clear and fair presentation of the facts?	2.6
Were the recommendations relevant and practical?	2.6
How useful was this review in terms of improving the Council's performance?	2.6
Overall average score	2.7

¹ Road Traffic Casualties, Review of the Local Area Agreement, Support for Carers, Street Cleaning, Services for Adults with Learning Disabilities, English as an Additional Language in Schools, Children's Centres and Extended Services, Waste and Recycling, Older People's Strategy, Review of Housing and Council Tax Benefits Improvement Plan, 14-19 Education, Preparedness for Public Health Emergencies, Safeguarding Children, Safeguarding Adults, the Common Assessment Framework, Modernisation of Older People's Services, Community Infrastructure Levy, School Governance, Delegated Authorities, and Applying the Lessons of the Francis Report.