

**TO: OVERVIEW AND SCRUTINY COMMISSION
24 SEPTEMBER 2015**

**WORK PROGRAMME AND PANEL ACTIVITY UPDATE REPORT
Assistant Chief Executive**

1 PURPOSE OF REPORT

- 1.1 This report provides an update on the Overview and Scrutiny (O&S) Work Programme for 2015-16 and Panel activity, with particular reference to Working Groups of the Overview and Scrutiny Commission.

2 RECOMMENDATION

That the Overview and Scrutiny Commission:

- 2.1 **Reviews the progress by the O&S Commission and the O&S Panels against the work programme**
- 2.2 **Notes the progress achieved to date by the Commission's Working Groups.**

3 SUPPORTING INFORMATION

O&S Work programme

- 3.1 The O&S Work Programme for 2015-16, incorporating (where available) each Chairman's assessment of progress, is at Appendix 1. As previously explained to the Commission, the Panels have seen the need to make some changes to the previously adopted work programme.

Economic Strategy Working Group

- 3.2 This Working Group, comprising Councillors Leake (Lead Member), Allen, Angell, and Mrs Mattick met on 25 August with the Chairman of the Economic and Skills Development Partnership and senior officers, to review the draft Economic Strategy. Officers undertook to consider the points raised by Members when finalising the draft strategy for Executive endorsement. No further meetings of the Working Group are planned.

The Draft Council Plan (Formerly Medium Term Objectives Working Group)

- 3.3 All Members of the O&S Commission were invited to attend a workshop, with the Leader and the Chief Executive, on 10 September, to consider the draft Council Plan, which is to replace the former Medium Term Objectives.

ALTERNATIVE OPTIONS CONSIDERED/ ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS/ EQUALITIES IMPACT ASSESSMENT/ STRATEGIC RISK MANAGEMENT ISSUES / OTHER OFFICERS/ CONSULTATION – Not applicable

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Monitoring Of Work Programme for Overview and Scrutiny in 2015/16

The Overview and Scrutiny (O&S) Chairmen's assessment of the progress on the work programme for O&S in 2015/16 is shown below, where the symbols represent:



Completed or on course for completion



Delayed or completion at risk



Will not be achieved in 2015/16

Comments by O&S Commission Chairman

Two working groups have started work on the draft Economic Strategy and the draft Council Plan (strategic priorities). The balance of the overall work programme will depend on the outcome of the workshop on the strategic priorities. The Panels' work programmes will also be reviewed.

OVERVIEW AND SCRUTINY COMMISSION		Status / Comment
1.	Co-ordination of the work of the Overview and Scrutiny Panels	
2.	Routine monitoring of the performance of the Council's corporate functions	
3.	Exercising pre-decision scrutiny by reference to the Executive Forward Plan	
4.	2016/17 Budget Scrutiny To review the Council's budget proposals for the Chief Executive's Office and the Corporate Services Department for 2016/17, and plans for future years. To include a discussion with the Borough Treasurer during 2015 on the evolving budgetary position. Overview and Scrutiny Panels will also scrutinise the budget proposals in their departmental areas.	
5.	Crime and Disorder Committee To include an annual meeting with representatives of the Community Safety Partnership.	
6.	The Council Plan (Formerly Medium Term Objectives) To contribute to the review of the Council's Plan (formerly Medium Term Objectives) following local government elections in May 2015.	

Comments by Adult Social Care And Housing Overview And Scrutiny Panel Chairman

The Panel last met on 16 June, the main items being:

- Receiving an introductory briefing on the Department’s role and functions
- Reviewing the Quarterly Performance Report
- Considering the Adult Social Care Annual Report
- Considering the Annual Complaints Reports 2014/15 for Adult Social Care and for Housing.
- Considering scheduled Executive Decisions relating to Adult Social Care and Housing
- Considering the Panel’s next review topic. This led to setting up a working group on homelessness, which has met twice, to date.

ADULT SOCIAL CARE AND HOUSING OVERVIEW AND SCRUTINY PANEL		Status / Comment
1.	<p>Monitoring the performance of the Adult Social Care, Health and Housing Department</p> <p>To receive an introductory briefing on the role of the Adult Social Care, Health and Housing Department.</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), monitoring the action taken by the Executive to earlier reports by the Panel, and being briefed on the progress of any significant developments (such as the Care Act).</p>	
2.	<p>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</p>	
3.	<p>2016/17 Budget Scrutiny</p> <p>To review the Council’s Adult Social Care and Housing budget proposals for 2016/17, and plans for future years.</p>	
4.	<p>Homelessness Strategy</p> <p>To form a Working Group to make an input to the preparation of the new Homelessness strategy</p>	

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

The Panel hasn’t had a meeting since the last Commission meeting of Thursday 9th July. However, we have been busy over the summer establishing our new working group. We had a scoping meeting on Tuesday 4th August where we elected Cllr Jennie McCracken to be lead member, and subsequently a planning meeting on the Tuesday 24th August.

CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL		Status / Comment
1.	<p>Monitoring the performance of the Children, Young People and Learning Department</p> <p>To receive an introductory briefing on the role of the Children, Young People and Learning Department.</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"> • The creation of the 'Learning Village' in Binfield • Schools' performance, particularly secondary schools; • The action taken by the Executive to earlier reports by the Panel 	
2.	<p>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</p>	
3.	<p>2016/17 Budget Scrutiny</p> <p>To review the Council's Children, Young People and Learning budget proposals for 2016/17, and plans for future years.</p>	
4.	<p>Child Sexual Exploitation</p> <p>To form a Working Group to review the Council's response to the risks of Child Sexual Exploitation, delivered in concert with Community safety partner organisations.</p>	

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

This Panel had its first meeting of this administration on 7th July.

The Director gave the panel an introduction to the many and varied subjects covered by his directorship.

A demonstration of the software used for Highways Maintenance was received.

There was an update on the Local Plan which members asked to be included on all future panel agenda.

Future work programme was discussed. The next working group was going to be on Parks and Open Spaces but with the Head of Service leaving in a few weeks it was decided to shelve this until a later date when the new Head of Service had the time to settle in. Nonetheless the Chairman and Vice Chairman met with Richard Walton on 5th August to have an informal discussion around the subject. It was agreed to establish the next panel's working group. It would look at the Planning department with particular attention to the process and

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procedures, enforcement and S106 agreements. It was also agreed that a future subject will be Houses In Multiple Occupation (HMO,s).

The next panel meeting will be 22nd September. As this is a couple of days before the Commission meeting a verbal update can be given.

The working group for Planning had its first meeting 24th August and received an introductory briefing from Andrew Hunter and Max Baker and a draft scoping document will be prepared. Next meeting 7th September and again a verbal update can be given to the Commission due to the timing of when this report is required.

ENVIRONMENT CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL		Status / Comment
1.	<p>Monitoring the performance of the Environment, Culture and Communities Department</p> <p>To receive an introductory briefing on the role of the Environment, Culture and Communities Department.</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; monitoring the action taken by the Executive to earlier reports by the Panel, and monitoring significant departmental developments, particularly:</p> <ul style="list-style-type: none"> • The works at Coral Reef • The Local Development Framework • The potential extended uses of the Council's E+ Smartcard. 	
2.	<p>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</p>	
3.	<p>2016/17 Budget Scrutiny</p> <p>To review the Council's Environment, Culture and Communities budget proposals for 2016/17, and plans for future years.</p>	
4.	<p>The Council's Planning Function</p> <p>To form a Working Group to review the Council's Planning Function, including making an input to the draft Local Enforcement Plan.</p>	

Comments by Health Overview And Scrutiny Panel Chairman

HO&S Panel has met twice since its members have been identified after the Elections. The work program has been carried over from previous administration with the current focus of embedding the Francis Report recommendations into practice. Work on this is progressing nicely with each member having identified their Specialist area and now identifying where any gaps or areas of concern maybe. At our next meeting on October 1st the panel will be asked to commit specific time outside of the quarterly meetings to finalize areas that are outstanding from the recommendations.

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The panel has identified areas in which they felt HO&S would be best utilized. The panel selected GP Capacity to be the first area they wanted to explore once the Francis Report Recommendations were finalized.

Induction training for all HO&S panel is ongoing with an overview provided by the Lead Member and Senior Officers at our first meeting in June and further training is due to take place on 21st September to help the panel be aware of the various elements that are interconnected within the Health structure and current health focus such as The Better Care Fund, The Care Act and CQC findings to name a few.

The panel agreed the rolling program of invited key service providers with amendments as needed. The South Central Ambulance Service came to our first meeting in June which was insightful and timely. We await follow up information to be supplied from panels questions.

We look forward to welcoming the CEO of Frimley Health to our meeting in October and progressing with the work of the panel.

HEALTH OVERVIEW AND SCRUTINY PANEL		Status / Comment
1.	<p>Monitoring the performance of the Local NHS Organisations and the Adult Social Care, Health and Housing Department in relation to health</p> <p>To receive an introductory briefing on the Council's role in relation to Health. To include on-going review of the Quarterly Service Reports and monitoring significant developments, particularly:</p> <ul style="list-style-type: none"> • The Better Care Fund • The Care Act • Improvements at Heatherwood and Wexham Park Hospitals following the acquisition by Frimley Park Hospital Trust <p>Provision of sufficient GP surgeries to match long-term growth in the Borough's population.</p>	
2.	<p>Implementing the new Approach to Health Scrutiny</p> <p>To deliver the new approach to health scrutiny as recommended by the Panel's Working Group on the Francis report.</p>	
3.	<p>2016/17 Budget Scrutiny</p> <p>To review the Council's budget proposals for public health in 2016/17, and plans for future years.</p>	
4.	<p>Responding to NHS Quality Accounts and Consultations</p> <p>Under Department of Health guidance, the Health O&S Panel should provide comments on the annual Quality Accounts produced by the NHS Trusts nearby, and the Panel is a statutory consultee for any substantial variation in NHS services affecting the Borough.</p>	