

**OVERVIEW AND SCRUTINY COMMISSION**  
**17 JULY 2008**

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**OVERVIEW AND SCRUTINY WORK PROGRAMME 2008/09**  
**(Assistant Chief Executive)**

**1 INTRODUCTION**

- 1.1 The purpose of this report is to invite members of the Overview and Scrutiny (O&S) Commission to consider the revised work programme for 2008/09 attached at Appendix 1 to this report, for formal consultation with the Corporate Management Team (CMT) and the Executive, as required by the Council's Constitution.

**2 SUGGESTED ACTION**

- 2.1 **That the Overview and Scrutiny work programme for 2008/09 attached at Appendix 1 be approved.**
- 2.2 **That the Chairman of the Commission formally consults CMT and the Executive on the work programme.**

**3 SUPPORTING INFORMATION**

- 3.1 The indicative O&S work programme for 2008/09 was summarised in the Annual Report of Overview and Scrutiny, adopted by Council at its meeting on 23 April 2008. That indicative work programme took account of the views of CMT and the Executive. That programme has been amended in Appendix 1 to reflect the Council's decision to restructure Overview and Scrutiny, also to incorporate additional topics put forward by Members since the Annual Report was produced.
- 3.2 The indicative work programme aimed to continue the strategic and effective approach to Overview and Scrutiny coverage. It recognised that the work of many of the Working Groups in progress in 2007/08 would extend into the 2008/09 municipal year, that it had to reflect the limitations on both Members' and Officers' time, and that it has to allow space for additional review topics which experience suggests will arise during the year.
- 3.3 The indicative work programme, together with a paper which set out the pressures and other considerations applying to the programming of O&S work, was considered by the O&S Commission at its meeting on 5 June 2008. At that meeting, the Commission decided that each O&S Panel should consider whether any changes were needed to the indicative programme, and that the Commission would subsequently consider the revised programme at its next meeting, on 17 July 2008.
- 3.4 All the O&S Panels have subsequently met and considered their parts of the indicative work programme. The Health O&S Panel met on 12 June, the Environment, Culture and Communities O&S Panel met on 23 June, and the Social Care and Learning O&S Panel met on 2 July. Each of the Panels decided to make some alterations to their parts of the programme, and these changes are reflected in the revised programme at Appendix 1. The relevant Directors and some Executive Members were present at the Panel meetings. All Panels recognised the need to

complete the reviews currently underway, and in the interest of not over-burdening members or officers, decided to introduce a very limited number of new reviews, and to identify a number of prospective new reviews. The prospective new reviews will be prioritised and activated by the Panels at a future date when the current reviews have been completed, thus releasing Member and Officer capacity to embark on new reviews. This two-part approach to the work programme is set out in the revised work programme at Appendix 1.

- 3.5 The work programme for the Joint East Berkshire Health Overview and Scrutiny Committee, of which the Council is a member, is determined separately by that Committee. That Committee are due to have their first meeting for the 2008/09 Municipal year on 16 July 2008.

#### Background Papers

Annual Report of Overview and Scrutiny – 2007/08

<http://www.bracknell-forest.gov.uk/overview-and-scrutiny-annual-report-2007-to-2008.pdf>

Minutes and Papers for the meetings of the Overview and Scrutiny Commission and Panels, June-July 2008

#### Contact for further information

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**Work Programme for Overview and Scrutiny in 2008/09**

**Note – the indicative work programme in the Annual Report 2007/08 has been amended in the table below to reflect the Council's decision to restructure Overview and Scrutiny, also to incorporate additional topics put forward since the Annual Report was produced.**

<b>OVERVIEW AND SCRUTINY COMMISSION</b>	
<b>Current and Planned Work</b>	
1.	<b>Co-ordination of the work of the Overview and Scrutiny Panels</b>
2.	<b>Routine Monitoring of the performance of the Council's corporate functions</b>  To monitor the performance of the Chief Executive's Office and the Corporate Services department. To include the Bracknell Town Centre regeneration and the building of the new Civic Hub.
3.	<b>Audit Issues</b>  To include the review of plans and the reports of both internal and external audit.
4.	<b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b>
5.	<b>Periodic review of the Council's strategic risk management arrangements</b>
6.	<b>Working Group on the Local Area Agreement</b>  To continue the on-going review of the new Local Area Agreement and the activities of the Bracknell Forest (Local Strategic) Partnership
7.	<b>2009/10 Budget Scrutiny</b>  Note – each of the Overview and Scrutiny Panels will also scrutinise the budget proposals in their departmental areas.
<b>Prospective Reviews to be considered when resources are available</b>	
8.	<b>Review of the Council's Reorganisation</b>  To review the delivery of the Council's reorganisation from three Service Departments to two in April 2008.

<b>SOCIAL CARE AND LEARNING OVERVIEW AND SCRUTINY PANEL</b>	
<b>Current and Planned Work</b>	
1.	<b>Monitoring the performance of the Social Care and Learning department, including the implementation of the action plan for Adult Social Care.</b>
2.	<b>Monitoring the action taken by the Executive to earlier reports by the Panel</b>  This would include a review of action taken in response to the O&S report on Anti-Social Behaviour
3.	<b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b>
4.	<b>Budget Scrutiny</b>  To review the 2009/10 budget proposals for the Social Care and Learning department.
5.	<b>Carers</b>  To complete the work of the working group undertaking a detailed review of the Council's arrangements for carers.
6.	<b>Social Care Modernisation Agenda</b>  To complete the work of the working group undertaking a detailed review of the Council's implementation of the social care modernisation agenda, with particular reference to services for adults with learning disabilities.
7.	<b>Refreshed Children and Young People Plan 2007</b>  To complete the work of the working group reviewing the refreshed Children and Young People Plan with particular reference to 'English as an Additional Language' (EAL).
8.	<b>Extended Services/Children's Centres</b>  To complete the work of the working group undertaking a detailed review of Extended Services/Children's Centres jointly with the Health Overview and Scrutiny Panel.
<b>Prospective Reviews to be considered when resources are available</b>	
9.	<b>Care Homes</b>  To resume the work of the working group on Care Homes in the Borough.
10.	<b>14-19 Years Plan</b>  To review the implementation of a major element of the plan (to be determined).
11.	<b>Transport</b>  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

### Current and Planned Work

1.	<b>Monitoring the performance of the Environment Culture and Communities department</b>  This will include monitoring the implementation of the Supporting People action plan.
2.	<b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b>
3.	<b>Budget Scrutiny</b>  To review the 2009/10 budget proposals for the Environment Culture and Communities department.
4.	<b>Contributing to the development of the Community Arts Development Plan</b>
5.	<b>Strategic review of waste</b>  To complete the work of the working group undertaking the review of the new waste Private Finance Initiative Re3 contract and the experience of the first year of Alternate Bin Collection.
6.	<b>Street cleaning / street scene</b>  To complete the work of the working group undertaking a detailed review of the Council's performance in this area.
7.	<b>Housing Strategy</b>  To review the Council's draft Housing Strategy and produce a response during the public consultation period.
<b>Prospective Reviews to be considered when resources are available</b>	
8.	<b>Residential Parking</b>  To review issues concerning residential parking in the Borough, and to contribute to the formation of new policy.
9.	<b>The Council's Housing Functions</b>  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.
10.	<b>Climate Change and the Nottingham Declaration</b>  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.
11.	<b>Section 106 Arrangements</b>  To review the arrangements for securing and applying receipts from Section 106 agreements.

12.	<p><b>Road Traffic Casualties (Part 2)</b></p> <p>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.</p>
<p align="center"><b>HEALTH OVERVIEW AND SCRUTINY PANEL</b></p>	
<p><b>Current and Planned Work</b></p>	
1.	<p><b>Monitoring the implementation of the Borough's Health and Well-Being Strategy</b></p>
2.	<p><b>Monitoring the Berkshire East Primary Care Trust's budget for health care in the Borough</b></p>
3.	<p><b>Extended Services/Children's Centres</b></p> <p>To complete the work of the working group undertaking a detailed review of Extended Services/Children's Centres jointly with the Social Care and Learning Overview and Scrutiny Panel.</p>
4.	<p><b>Patient focus</b></p> <p>To continue the work of the working group undertaking a detailed review centred on General Practitioner services.</p>
5.	<p><b>Berkshire East PCT's Performance</b></p> <p>In conjunction with the Joint East Berkshire Health Overview and Scrutiny Committee, monitoring the performance of the Berkshire East PCT</p>
6.	<p><b>Annual 'Health Check' process</b></p> <p>Contributing to the annual 'Health Check' process and responding to consultations by the PCT and NHS Trusts operating in the Borough.</p>
7. (New)	<p><b>The PCT's New Commissioning Strategy</b></p> <p>To monitor the Berkshire East PCT's Commissioning Strategy, following the 'Right Care Right Place' consultation.</p>
<p><b>Prospective Reviews to be considered when resources are available</b></p>	
8.	<p><b>Maternity Services</b></p> <p>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.</p>

Note – This programme may need to be amended to meet new requirements arising during the year.