

**OVERVIEW AND SCRUTINY COMMISSION**  
**11 SEPTEMBER 2008**

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

**1 INTRODUCTION**

- 1.1 This is the fourth quarterly progress report on Overview and Scrutiny (O&S).

**2 SUGGESTED ACTION**

- 2.1 **That this report be noted by the Overview and Scrutiny Commission and Panels.**

**3 SUPPORTING INFORMATION**

Structure of Overview and Scrutiny

- 3.1 The revised structure of O&S, as approved by Council at its meeting on 23 April, has been implemented, with all the restructured Panels having met for the first time, with Chairmen elected and Vice Chairmen appointed.

Overview and Scrutiny Work Programme

- 3.2 The indicative work programme for 2008/09, contained in the 2007/08 Annual Report of Overview and Scrutiny, has been refined by the O&S Panels in consultation with Directors and was due to be approved by the O&S Commission at its meeting on 17 July. The Corporate Management Team and the Executive will subsequently be formally consulted on the work programme.

Overview and Scrutiny Working Groups

- 3.3 The attached table sets out the current status of the 17 O&S Working Groups. This continues to represent a heavy and ambitious programme, demanding on member and officer time. The involvement of departmental link officers is continuing to be very useful. The shaded rows indicating completed reviews will be removed once the 2008/09 work programme has been finalised.

Overview and Scrutiny Commission

- 3.4 The O&S Commission continues to meet on a two-monthly cycle, with its last meeting at Sandhurst Town Council. At the Commission's July meeting, the main items will include: receiving the Executive's response to the Road Traffic Casualties O&S report, the Quarter 4 Corporate Performance Overview Report, the Annual Governance Statement, external representatives on Panels, the O&S work programme for 2008/09 and an update on Procurement issues. The Commission's agenda continues to be substantial.

### Environment, Culture and Communities O&S Panel

- 3.5 The Panel has continued to meet on a three-monthly cycle. At its June meeting, the Panel received an update on the Council's Housing function, agreed the recommendations of a Working Group, and considered the quarter 4 Performance Monitoring Reports, also the Panel's work programme. The main work of the Panel is being progressed through the working groups (see attached), which are progressing well. The Panel's next meeting is on 22 September.

### Health O&S Panel

- 3.6 The Panel has continued to meet on a three-monthly cycle. At its June meeting, the Panel considered the appointment of Co-Optees and the Panel's work programme. The Panel also received presentations on reducing hospital-acquired infections and the outcome of the 'Right Care, Right Place' consultations. Working Groups are making progress, as attached. Its next meeting is on 4 September, when the main item will be an update on the implementation of the Health and Wellbeing strategy.

### Social Care and Learning O&S Panel

- 3.7 The Panel has continued to meet on a three-monthly cycle. At its July meeting, the Panel reviewed the quarter 4 Performance Monitoring Reports and the Joint Area Review Action statement, and considered the appointment of Co-Optees and the Panel's work programme. The main work of the Panel is being progressed through the working groups (see attached), which are progressing well. Its next meeting is on 10 September.

### Joint East Berkshire Health O&S Committee

- 3.8 Officers have completed the transfer of the officer support for this Committee to the Royal Borough of Windsor and Maidenhead, who will also be chairing this Committee from the commencement of the 2008/09 municipal year. The Committee continues to meet broadly on a three-monthly cycle, rotating between the three Councils' venues, with the next meeting on 16 July in Maidenhead. At that meeting, the Committee will deal with the Chairman's election and Vice Chairman's appointment, receive a presentation on the outcome of the 'Right Care, Right Place' consultations, and consider its work programme. The Committee continues to be represented on the Berkshire East Primary Care Trust's Strategy Implementation Group.

### Other issues

- 3.9 The Department for Communities and Local Government (CLG) published on 9 July a White Paper<sup>1</sup> entitled 'Communities in control: real people, real power'. This covers a range of proposals, some centred on raising the visibility of the O&S function. CLG has said that it will do this by encouraging councils to consider new approaches to scrutiny, including:
- encouraging more creative involvement of the public, for example through holding deliberative events along the lines of 'America Speaks' (large scale citizen engagement forums involving up to 5,000 people);

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<sup>1</sup> <http://www.communities.gov.uk/publications/communities/communitiesincontrol>

- moving committee meetings and hearings out of the town hall and into the community, and considering webcasting;
- greater public involvement in suggesting and selecting topics for review;
- making information more readily available and accessible on websites and at council offices;
- further enhancing the powers of O&S committees in local authorities to require information from partners on a broader range of issues;
- if necessary providing councils in areas with district and county councils with a power to combine resources in 'area' scrutiny committees;
- requiring some dedicated scrutiny resource in county and unitary councils; and
- increasing the visibility of local public officers, including the right to petition to hold them to account, at public hearings, possibly as part of the strengthened O&S procedures.

Subject to Parliamentary approval, the legislative changes will be progressed through the planned Community Empowerment, Housing and Economic Regeneration Bill, which CLG say will be introduced during the 2008/09 Parliamentary session. Consultation, both formal and informal, is expected on a number of proposals. Developments on this are being monitored, meanwhile it can be noted that Bracknell Forest Council's O&S arrangements already cover many of the proposals in the White Paper.

- 3.10 An article was published in 'Town and Country' to recruit another Parent Governor Representative onto the Social Care and Learning O&S Panel / O&S Commission.
- 3.11 External networking on O&S in the last quarter has included O&S Member and officer attendance at the Centre for Public Scrutiny's annual conference in June.
- 3.12 In July, presentations on the work of O&S were delivered to Members and officers of Wokingham Borough Council and Slough Borough Council, at the request of those Councils.
- 3.13 Quarterly review meetings between O&S Chairmen, Vice Chairmen, Executive Members and Directors are taking place regularly for the Commission and the Panels. Agenda-setting meetings continue to be held, usually in combination with the review meetings.

#### Contact for further information

Victor Nicholls, Assistant Chief Executive  
[Victor.Nicholls@Bracknell-Forest.gov.uk](mailto:Victor.Nicholls@Bracknell-Forest.gov.uk)  
 Tel: 01344 355604

Richard Beaumont, Head of Performance and Scrutiny  
[Richard.Beaumont@Bracknell-Forest.gov.uk](mailto:Richard.Beaumont@Bracknell-Forest.gov.uk)  
 Tel: 01344 352283

## OVERVIEW AND SCRUTINY WORKING GROUPS – 2008/09

Position at 10 July 2008

(Shaded rows indicates completed reviews)

Overview and Scrutiny Commission								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Medium Term Objectives	Thompson (Lead), Mrs. Birch & Browne	Victor Nicholls	Richard Beaumont	√	√	√	√	<b>Completed</b> – final report forwarded to Leader and Chief Executive, and response received.
Healthcare Funding	Edger (Lead), Leake, Beadsley, Browne	Lise Llewellyn Glyn Jones	Katie Dover/RB	√	√	√	√	<b>Completed</b> - Executive and PCT response considered by O&SC in Nov 07. Referred on to Health Panel.
Scrutiny of Local Area Agreement	Edger (Lead), Beadsley & McLean	Victor Nicholls/Claire Sharp	Katie Dover	√	√			4 <sup>th</sup> meeting arranged for 10 July 2008

Environment, Culture and Communities Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Strategic Review of Waste	Brunel-Walker (Lead), Mrs. Angell, Beadsley, Mrs. Ryder, Wade (Crowthorne),	Steve Loudoun / Janet Dowlman	Andrea Carr	√				Visit to Smallmead Material Recycling Facility took place on 8 July and a visit to Planners Farm composting centre and further meetings

	Allen (S'hurst & Ms Healy (Warfield)							to interview reps of the food industry & Waste Review Action Programme are proposed.
Street Cleaning / Street Scene	Finnie (Lead), Finch, Mrs. McCracken, Leake (Binfield), Mrs. Thompson (Crowthorne) & Mrs. Cupper (S'hurst).	Steve Loudoun	Andrea Carr	√				6 <sup>th</sup> meeting to consider responses to the Waste Action Plan and consolidate findings to date to took place on 10 July.
Community Arts Development Plan	Mrs. Fleming, McLean & Finnie	Helen Tranter	Andrea Carr	N/A				Working Group gave input at a meeting on 26.3.08. The draft strategy is expected later in 2008.
Road Accidents	Finch (Lead) Virgo Mrs. McCracken & McLean	Roger Cook	Richard Beaumont	√	√	√		<b>Completed</b> - Final meeting held on 17.4.08 and report issued to Executive Member on 13 May, awaiting Executive response
Supporting People	Mrs. Shillcock (Lead) & Browne	Simon Hendeay	Andrea Carr	√	Ongoing	N/A	N/A	Ongoing monitoring. Working Group has been invited to attend Supporting People Commissioning Board.
Housing Strategy	Mrs. Fleming, Finnie and Finch	Clare Dorning	Richard Beaumont					First meeting arranged for 18 July

**Health Overview and Scrutiny Panel**

WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Patient Focus	Mrs. Mattick, Leake (Lead), Virgo Mrs. Angell	Glyn Jones	Katie Dover	Drafted awaiting confirm by group				Meetings have been held, and met PCT Director of Commissioning. Visit arranged to out of hours service on 15 <sup>th</sup> July. Meeting with CEX of out of hours service 5 <sup>th</sup> August
Health and Wellbeing Strategy	Leake (Lead), Thompson, Virgo	Victor Nicholls	Richard Beaumont	√	√	√	√	<b>Completed.</b> Draft report adopted by O&SC on 22 November and Health Panel on 6 December.
Extended Services & Children's Centres (Joint with SC&L OSP)	Leake (Lead), Mrs. Birch, Mrs. Angell, Mrs. McCracken, Burrows, Beadsley	Graham Symonds / Karen Frost	Katie Dover	√				Met 8 times since September 07 Met a variety of key people. Visited Children's Centres & Area Steering Groups, Birch Hill and Sandy Lane primary schools in April. Also visited Portsmouth L.A. A further meeting is proposed to sum up and plan report writing.

Joint East Berkshire Health Overview and Scrutiny Committee								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Hospital Discharge Procedures	Baily, Coad (Slough BC), Napier (RB W&M)	N/A	Andrew Scott (RB W&M) [Katie Dover to liaise]					Met on 17.4.08. Update given at JEB in June. Work programme for this Committee is on agenda for 16 July meeting.
Annual Health Check	All committee members allowed to contribute	N/A	Katie Dover/RB	N/A	√	√	N/A	<b>Completed</b> – O&S comments sent formally on 28.3.08

Social Care and Learning Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Carers	Mrs. Shillcock (Lead), Simonds & Turrell	Glyn Jones	Andrea Carr	√	√			Report has been drafted and final meetings are taking place. A visit to an Age Concern day facility is arranged for 14 July.
Care Homes	Browne (Lead), Baily & Blatchford	Glyn Jones	Andrea Carr	√				Visits to care homes / services have been held. 1 <sup>st</sup> meeting took place on 14 April to define the scope of the review. This

								Working Group has been put into abeyance for the time being.
Social Care Modernisation Agenda	Leake (Lead), Mrs. Shillcock & Virgo	Glyn Jones	Andrea Carr	√				7 <sup>th</sup> and 8 <sup>th</sup> meetings with professional carers and Head of Learning Disabilities at Oldham being arranged.
English as an Additional Language (EAL)	Mrs. McCracken (Lead), Burrows, Ms Whitbread & Mr. Sharland	Tony Eccleston	Andrea Carr	√				Working Group has met on 4 occasions and visited The Brakenhale School, Garth Hill College and 3 primary schools. A further meeting with the EAL & Diversity Team to consolidate information received and agree the way forward is proposed.
Extended Schools & Children's Centres (Jointly with HOSP)	<b>See Health O&amp;S Panel</b>							