

OVERVIEW AND SCRUTINY COMMISSION
11 JUNE 2009

OVERVIEW AND SCRUTINY – QUARTERLY PROGRESS REPORT
Assistant Chief Executive

1 INTRODUCTION

- 1.1 This report sets out the Overview and Scrutiny (O&S) activity over the period February to April 2009, also the national and local developments in O&S.

2 SUGGESTED ACTION

- 2.1 **That the Overview and Scrutiny Commission notes the quarterly progress report on Overview and Scrutiny.**

3 SUPPORTING INFORMATION

Overview and Scrutiny Working Groups

- 3.1 The table at Appendix 1 sets out the current status of the O&S Working Groups, along with the list of completed reviews. Reports finalised and published in the quarter included: the Working Group report on Extended Schools Services and Children's Centres; letters commenting on the Older People's Strategy, services for Adults with Learning Disabilities, and the statutory annual 'Healthcheck' letters to NHS organisations; and the Annual Report on O&S, which was adopted by Council on 15 April.

Overview and Scrutiny Commission

- 3.2 The O&S Commission continues to meet on a two-monthly cycle, with its last meeting on 1 April, when the main items included: the two Working Group reports on Waste & Recycling and Extended Schools Services & Children's Centres; the outcome of the review of services for Adults with Learning Disabilities; accommodating the new legal requirement for a 'Crime and Disorder Committee', and the proposed approach to O&S of the Bracknell Forest Partnership. The Commission had its annual meeting on 6 May, electing the Chairman and appointing the Vice Chairman and the Panels. The Commission's next meeting will be on 11 June.

Environment, Culture and Communities O&S Panel

- 3.3 The Panel has continued to meet on a three-monthly cycle. At its last meeting on 16 March, the Panel: considered the report of the Working Group on Waste and Recycling; received a report and presentation on Section 106 arrangements; reviewed the Department's Performance Monitoring report, also the quarterly report of O&S; considered the revised Community Arts Strategy; and considered the proposed approach to O&S of the Bracknell Forest Partnership. The main work of

the Panel is being progressed through the working groups (see Appendix 1), which are progressing well. The Panel's next meeting is on 23 June.

Health O&S Panel

- 3.4 The Panel has continued to meet on a three-monthly cycle. At its last meeting on 12 March, the main items included: receiving proposals from Heatherwood and Wexham Park Hospitals Trust (H&WPHT) on service changes; meeting the Chief Executive and senior staff of 'Help and Care', the host organisation for the new Local Involvement Network; receiving updates from H&WPHT on the medical staffing position and progress in controlling hospital-acquired infections; and agreeing the annual 'Healthcheck' letters to NHS organisations, also the Working Group report on Extended Schools Services & Children's Centres. The Panel has commenced its Working Group on the Bracknell Healthspace, and re-launched its Working Group on Patient Focus. The Chairman and Vice Chairman have continued to represent the Panel at meetings of the South Central Health O&S group and at various Department of Health and other conferences. The Panel's next meeting is on 18 June.

Social Care and Learning O&S Panel

- 3.5 The Panel has continued to meet on a broadly three-monthly cycle. At its March meetings, one of which was at Edgbarrow School, the main items considered by the Panel included: consideration of the proposed approach to O&S of the Bracknell Forest Partnership; the Working Group reports on Extended Schools Services & Children's Centres and services to adults with learning disabilities; reviewing the department's latest Performance Monitoring Report, also the quarterly report of O&S; considering the Executive's response to the O&S report on English as an Additional Language in schools; receiving a presentation on the 'Grow Our Own' project; and considering a report on the re-roofing of The Pines School. The Panel has commenced its review of 14-19 years education. The Panel's next scheduled meeting is on 10 June.

Joint East Berkshire Health O&S Committee

- 3.6 This Committee, chaired and serviced by RB Windsor and Maidenhead until May 2009 when Slough BC will take over, continues to meet broadly on a three-monthly cycle, rotating between the three Councils' venues. The last Committee meeting was on 24 March in Maidenhead, when the Committee received updates on the Assisted Conception policy review, 'Right Care Right Place', also proposals from Heatherwood and Wexham Park Hospitals Trust on service changes. The Committee agreed its 'Annual Healthcheck' letters to NHS organisations, and considered its work programme for 2009-10. The Committee's next meeting will be on 29 June at Bracknell.
- 3.7 Responses to the feedback questionnaires on the quality of O&S reviews are summarised in Appendix 2.
- 3.8 External networking on O&S in the last quarter has included hosting a visit by a Member of the Isle of Wight Council to the meeting of the Environment, Culture and Communities O&S Panel in March, and attending a South East Employers O&S Members and Officers group in April. The Chairman of the O&S Commission and two O&S officers will be attending the annual conference of the Centre for Public Scrutiny in June.

- 3.9 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.
- 3.10 The indicative work programme for O&S for 2009/10 has been agreed by the O&S Commission and Panels, and included in the Annual Report of O&S. CMT and the Executive will be formally consulted on the work programme after the Commission's meeting in June 2009.

(ii) Developments in O&S

- 3.11 The Local Democracy, Economic Development and Construction Bill completed its third reading in the House of Lords on 29 April and will now be considered by the House of Commons. As advised in the last quarterly report, the main clauses relating to Overview and Scrutiny relate to the handling of petitions.
- 3.12 The O&S provisions in the Local Government and Public Involvement in Health Act 2007 commenced on 1 April 2009. The accompanying regulations and guidance relating to scrutiny of local strategic partnerships is awaited. The guidance on the new 'Councillor Call for Action' arrangements has been taken into account in recommendations to Council at its 6 May meeting on changes to the Constitution. An all-Member briefing has been issued on this, along with the 'Community Call for Action' which came into force on 30 April, consequent on the commencement of the O&S provisions in the Police and Justice Act. National guidance on those provisions is expected in May.
- 3.13 The proposed approach to the O&S of the Bracknell Forest Partnership (BFP) has been agreed by the O&S Commission and Panels, and this will now be presented to the BFP Board at their meeting on 21 May.
- 3.14 The Chairman of the Executive has agreed to a request from the Chairman of the O&S Commission that in future, O&S reports should be personally presented to the Executive at their briefing meeting by the Lead Member of the O&S review.
- 3.15 At its meeting on 6 May, Council approved the recommendations in a report by the Constitution Review Group, that the structure of O&S should be changed, with the Social Care and Learning O&S Panel being split into two: Adult Social Care, and Children's Services and Learning. This is designed to give a stronger focus needed on children's and adult social care, and to create more capacity to meet increased demands on O&S. Council also approved the recommendation that the O&S Commission's role should be expanded to include the new statutory role of 'Crime and Disorder' Committee.

Background Papers

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

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OVERVIEW AND SCRUTINY WORKING GROUPS – 2008/09

Position at 1 May 2009

| 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 |
| Older Peoples Strategy | Edger (Lead), Mrs Birch & Virgo | Victor Nicholls | Richard Beaumont | √ | √ | √ | | Executive response awaited to letter of 29 April containing O&S observations on the strategy |

| 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), Allen (S'hurst & Ms Healy (Warfield) | Steve Loudoun / Janet Dowlman | Andrea Carr | √ | √ | | | The draft report was considered by the Commission on 1 April and is currently being finalised |

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|--|---------------------------------------|------------------------------|--|---|---|--------------------------------|-----|--|
| Supporting People (SP) | Mrs. Shillcock (Lead) & Mrs. Fleming | Simon Hendey / Clare Dorning | Andrea Carr | √ | 07/08 √ (Annual monitoring) | 07/08 √ (Annual monitoring) | N/A | The Working Group met on 30 September 2008 to monitor progress against implementation of the SP programme and reported its findings to the Social Care and Learning O&S Panel on 17 December 2009. |
| Housing Strategy | Finnie (Lead), Mrs. Fleming and Finch | Clare Dorning | Richard Beaumont | √ | Detailed input provided to draft strategy | | | Nearing conclusion - next meeting arranged for 13 May |
| Implementation of the Housing and Council Tax Benefit Service Improvement Plan | Finch (Lead), Beadsley, Burrows | Simon Hendey / Shanaz Alam | Emma Silverton (Richard Beaumont to Support) | √ | Final report being drafted | | | Final report being agreed with Members |

| 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/Preparedness for Public Health Emergencies | Burrows (Lead), Mrs. Angell, Thompson. Mrs. Mattick, | David Steeds | Andrea Carr/ Richard Beaumont | In draft | | | | Working Group re-launched with different focus. First meeting held on 27 April 2009. Next meeting 14 May. |
| Bracknell Health Space | Virgo (lead) Mrs Angell, Baily, Leake, Mrs Shillcock | Glyn Jones/ Mary Purnell | Richard Beaumont (Emma Silverton in support) | In draft | | | | First meeting held on 27 April 2009. |

| 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) | √ | | | | Met twice, but progress has been limited. |

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 |
|--|--|------------------------------|---|---------|---------------------------|---------------------------|--------------------|---|
| Social Care Modernisation Agenda | Leake (Lead), Mrs. Shillcock & Virgo | Glyn Jones | Andrea Carr | √ | √ | √ | | Executive response awaited to letter of 6 April 2009 containing O&S recommendations on services for Adults with Learning Disabilities |
| 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/ Richard Beaumont | √ | √ | √ | | Executive response awaited to letter of 6 April 2009 enclosing the report |
| 14-19 Years Plan | Mrs Birch (Lead) Dr Josephs-Franks, Kensall, Mrs McCracken, Mrs Ryder | Martin Surrell | Andrea Carr (Emma Silverton to support) | √ | | | | 5 Working Group meetings held. Attending a meeting of the 14-19 Years Partnership on the 14 th May |

Completed Reviews

| Publication Date | 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 |

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|----------------|---|
| 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 |
| April 2009 | Healthcare Commission's Annual Health Check 2008/09 (letters submitted) |

Results of Feedback Questionnaires on Overview and Scrutiny Reports

Note – Departmental Link officers on each review were asked to score the key aspects of each O&S review on a scale of 0 (Unsatisfactory) to 3 (Excellent)

| | Average score for previous 6 Reviews* |
|--|---------------------------------------|
| PLANNING | 2.8 |
| 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? | 3 |
| 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? | 2.7 |
| Did the review get to the heart of the issue? | 2.8 |
| REPORTING | 2.8 |
| Did you have an opportunity to comment on the draft report? | |
| Did the report give a clear and fair presentation of the facts? | 2.2 |
| Were the recommendations relevant and practical? | 2.7 |
| How useful was this review in terms of improving the Council's performance? | 2.7 |

* 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.