

**OVERVIEW AND SCRUTINY COMMISSION**  
**9 JUNE 2011**

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**OVERVIEW AND SCRUTINY WORK PROGRAMME 2011/12**

**1 INTRODUCTION**

- 1.1 The purpose of this report is to invite Members of the Overview and Scrutiny (O&S) Commission to consider the proposed work programme for O&S in 2011/12, at Appendix 1 to this report.
- 1.2 The proposed programme incorporates the views of the former O&S Commission and Panels and, forming part of the Annual Report of O&S for 2010/11, it was endorsed by Council at its meeting on 27 April 2011.
- 1.3 The Constitution requires that the Corporate Management Team and the Executive shall be consulted on the work programme, and this was achieved by inviting their comments on the draft 2010/11 Annual Report of O&S. The Corporate Management Team commented that they were *'concerned about the resource implications of the proposed work programme. The Council has recently reduced support for Overview and Scrutiny and the Council faces at least three further years of budget reduction as the Coalition attempts to reduce the Country's deficit. Therefore there can be no expectation of additional resources to deliver this programme in the near future. The finally agreed work programme will need to be managed within the existing resources.'* As indicated at the foot of the programme adopted by the Commission, it is important to recognise the need for the work programme to be adaptable to meet changing requirements and resource availability during 2011-12.
- 1.4 The four O&S Panels are being invited to consider their parts of the proposed work programme, when they hold their meetings during June 2011.

**2 SUGGESTED ACTION**

**That the Overview and Scrutiny Commission:**

- 2.1 Considers and agrees the proposed work programme for Overview and Scrutiny in 2011/12.**
- 2.2 Selects Members to progress the specific reviews in the work programme for the O&S Commission**

Background Papers

Annual Report of Overview and Scrutiny, 2010/11.

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### **Proposed Work Programme for Overview and Scrutiny in 2011/12**

The proposed work programme for O&S in 2011/12 is shown on the following pages. The programme is aimed at maintaining a strategic and coordinated work programme based on major areas of Council and partner organisations' activity. The selection of review topics takes account of what is of direct and significant interest to residents, and what would be timely, relevant, and likely to add value. The programme incorporates the routine, on-going work of O&S and the completion of reviews currently underway. The overall programme is smaller than in recent years owing to the reduction in officer support for O&S, arising from the financial pressures facing the Council.

The O&S Commission has consulted the O&S Panels, the Council's Corporate Management Team and the Executive on the work programme, as required by the Council's Constitution.

The work programme will necessarily be subject to continual refinement and updating. The 'future proposed reviews' are those which are unlikely to be resourced until 2012/13 or later.

<b>OVERVIEW AND SCRUTINY COMMISSION</b>	
1.	<b>Co-ordination of the work of the Overview and Scrutiny Panels</b>
2.	<p><b>Routine monitoring of the performance of the Council's corporate functions</b></p> <p>To include: the Corporate Performance Overview Reports; the Performance Monitoring Reports of the Chief Executive's Office and the Corporate Services Department; progressing the regeneration of Bracknell Town Centre; and progress on strategic risk management.</p>
3.	<b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b>
4.	<p><b>2012/13 Budget Scrutiny</b></p> <p>To review the Council's budget proposals for 2012/13, and plans for future years. Overview and Scrutiny Panels will also scrutinise the budget proposals in their departmental areas.</p>
5.	<p><b>Crime and Disorder Committee</b></p> <p>To carry out the role of statutory 'Crime and Disorder Committee'.</p>
6. (New)	<p><b>Policy Development</b></p> <p>To contribute to the formulation of:</p> <ul style="list-style-type: none"> <li>a) The Council's new performance management framework, following the ending of the Comprehensive Area Assessment and the National Indicator Set</li> <li>b) The Council's new Medium Term Objectives, following the 2011 local</li> </ul>

	<p>government elections.</p> <p>c) Plans for neighbourhood engagement, in the light of the Localism Bill and local developments.</p> <p>d) The 2012 refresh of the Information and Communications Technology Strategy.</p>
7.	<p><b>Sustaining Economic Prosperity</b></p> <p>To contribute to the Council's approach to delivery of Priority 6, to sustain the economic prosperity of the Borough during the current economic downturn.</p>

<b>ADULT SOCIAL CARE OVERVIEW AND SCRUTINY PANEL</b>	
1.	<p><b>Monitoring the performance of the Adult Social Care and Health Department</b></p> <p>To include on-going review of the Performance Monitoring 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 implications of new legislation.</p>
2.	<p><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p>
3.	<p><b>2012/13 Budget Scrutiny</b></p> <p>To review the Council's Adult Social Care budget proposals for 2012/13, and plans for future years.</p>
4.	<p><b>Policy Development</b></p> <p>To contribute to the update of the Carers Strategy, consequent on new statutory requirements.</p>
<b>Future Proposed Reviews</b>	
5. (New)	<p><b>A Review of the Deprivation of Liberty Safeguards</b></p>
6. (New)	<p><b>Substance Misuse</b></p> <p>A review of the Council's response, and that of its partners, to the government's new requirements in its 2010 Drug Strategy.</p>

## CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL

1.	<p><b>Monitoring the performance of the Children, Young People and Learning Department</b></p> <p>To include on-going review of the Performance Monitoring Reports, receiving statutory plans and reports (such as the annual reports on the Children and Young People's Plan, and on complaints received) and monitoring the action taken by the Executive to earlier reports by the Panel.</p>
2.	<p><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p>
3.	<p><b>2012/13 Budget Scrutiny</b></p> <p>To review the Council's Children, Young People and Learning budget proposals for 2012/13, and plans for future years.</p>
4. (New)	<p><b>Policy development</b></p> <p>a) <u>Child Poverty Strategy</u> – to monitor the implementation of the new strategy and contribute to its future development.</p> <p>b) <u>School meals</u> – using the Member review of school meals, contribute to forming the procurement specification for the new school meals contract.</p>
<b>Future Proposed Reviews</b>	
5. (New)	<p><b>The Provision of School Places</b></p> <p>To review the Council's arrangements for providing places for children in Bracknell Forest's schools, to include the school admissions process.</p>
6. (New)	<p><b>Schools Governance</b></p> <p>To review the comments by Ofsted about governance in Bracknell Forest Schools, and the arrangements being made to achieve effective governance in all schools.</p>
7.	<p><b>English as an Additional Language</b></p> <p>To carry out a follow-up review to the issues which arose in the 2008 Overview and Scrutiny review of English as an Additional Language in Bracknell Forest schools.</p>
8. (New)	<p><b>School Record Keeping</b></p>
9. (New)	<p><b>Common Assessment Framework</b></p> <p>As a follow-up to the review of safeguarding children, to review the arrangements for the Common Assessment Framework in Children's Social Care.</p>

**ENVIRONMENT CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL**

1.	<p><b>Monitoring the performance of the Environment, Culture and Communities Department</b></p> <p>To include on-going review of the Performance Monitoring Reports; review of any inspection reports or self-evaluations; and monitoring the action taken by the Executive to earlier reports by the Panel.</p>
2.	<p><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p>
3.	<p><b>2012/13 Budget Scrutiny</b></p> <p>To review the Council's Environment, Culture and Communities budget proposals for 2012/13, and plans for future years.</p>
4.	<p><b>Monitoring significant departmental issues:</b></p> <ul style="list-style-type: none"> <li>• The implementation of the Local Development Framework</li> <li>• The implementation of the Supporting People Programme Action Plan on an annual basis.</li> <li>• Implementation of the new national structure for Housing and Council Tax benefits.</li> </ul>
5.	<p><b>Highway Maintenance</b></p> <p>To complete the review of the Council's plans and performance for highway maintenance.</p>
6.	<p><b>Commercial Sponsorship</b></p> <p>To complete the Member Reference Group exploring the possible procurement of a commercial sponsorship scheme.</p>
7. (New)	<p><b>Policy Development</b></p> <p>Local Transport Plan – To review the outcome of public consultation, and to contribute to the development of the Implementation Plan for LTP 3.</p>
<b>Future Proposed Reviews</b>	
8. (New)	<p><b>Libraries</b></p> <p>To review the options for future provision of the Library Service, to include possible use of volunteers.</p>

9. (New)	<p><b>Public Health</b></p> <p>To carry out a joint review with other Scrutiny Panels on the Council's response to the transfer-in from the Primary Care Trust of public health responsibilities. To include measures to prevent ill-health and to promote good health.</p>
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<b>HEALTH OVERVIEW AND SCRUTINY PANEL</b>	
1.	<p><b>Policy development and monitoring the implementation of the major changes from the 2010 NHS White Paper</b></p> <p>Contribute to the Council's and NHS policy development, and monitor in particular (subject to legislation): the transfer of the Public Health responsibilities from the PCT to the Council; the creation of the GP Consortium, Local HealthWatch and the new Health and Wellbeing Board; and establishing the new arrangements for Health Overview and Scrutiny.</p>
2.	<p><b>In conjunction with the Joint East Berkshire Health Overview and Scrutiny Committee * , monitoring the performance and budget of the Berkshire East PCT and the NHS trusts serving Bracknell Forest</b></p> <p>This will include: the linkage with the Operating Framework and the national NHS priorities set by the Department of Health; the progress of health service providers on infection-control, particularly in relation to MRSA and C Difficile; the transfer and merger of Community Health Services; the financial position of Heatherwood and Wexham Park Hospitals Trust; the NHS Operating Framework which sets the priorities for health; and the Joint Strategic Needs Assessment.</p> <p>* No further meetings of the Joint Committee are planned.</p>
3.	<p><b>Responding to NHS Consultations</b></p> <p>The Health O&amp;S Panel is a statutory consultee for any substantial variation in NHS services affecting the Borough, and usually up to 3-5 consultations occur each year.</p>
<b>Future Proposed Reviews</b>	
4.	<p><b>The New NHS Constitution</b></p> <p>To review the implementation by NHS organisations of the NHS Constitution, which brings together a number of rights, pledges and responsibilities for staff and patients.</p>
5.	<p><b>New Health Facilities in Bracknell</b></p> <p>As a follow-up to the 2010 O&amp;S report on the Bracknell Healthspace, to review the provision of health services from the new Healthspace also the Brant's Bridge centre for cancer and renal services.</p>

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