

**TO: OVERVIEW AND SCRUTINY COMMISSION
2 MAY 2013**

**WORK PROGRAMME 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 2012-13, with particular reference to Working Groups of the Overview and Scrutiny Commission. It also invites Members to prioritise the Commission's work for 2013-14.

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.**
- 2.3 **Prioritises the Commission's work in the agreed programme for 2013-14**

3 SUPPORTING INFORMATION

O&S Work programmes

- 3.1 The O&S Work Programme for 2012-13, incorporating where available each Chairmen's assessment of progress, is at Appendix 1.
- 3.2 The Commission's agreed work programme for 2013-14 is attached, and forms part of the annual report of O&S for 2012-13, presented to Council on 24 April.

Community Infrastructure Levy (CIL) Working Group

- 3.3 The Working Group comprised Councillors Leake (Lead Member) Angell, Mrs Birch, Heydon, Virgo and Worrall. The Group held its first meeting on 23 February 2012, and, having completed its work, its report was adopted by the Commission in January 2013. The Executive's response to the report's recommendations was considered by the Commission at its meeting on 28 March, when it was decided to write to the Leader on some issues arising from the response.

Communications Strategy Working Group

- 3.4 The Working Group, which comprised Councillors Leake (Lead Member), Gbadebo, Thompson and Wade, has now concluded. It met on 10 May to: receive a briefing, review an example of another council's communication strategy, consider the current communications arrangements, and to discuss prospective priorities and deliverables for the new strategy. At its final meeting on 17 July, the Working Group reviewed and

provided comments on the draft Communications strategy, which were taken into account before the finalised strategy was approved by the Executive on 16 October.

Delegated Authorities

- 3.5 The Working Group, comprising Councillors Angell (Lead Member), Mrs Birch, Finnie, Gbadebo and Leake met for the first time on 7 February, to receive a briefing from officers and to consider the approach to take to the review. The scope and approach was agreed at the second meeting on 28 February, when the Working Group also commenced a programme of meetings with Directors to review each department's scheme of delegation and the extent of powers delegated to officers. Further meetings are being planned, with completion anticipated in June.

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

Contact for further information

Richard Beaumont – 01344 352283
e-mail: richard.beaumont@bracknell-forest.gov.uk

Monitoring Of Work Programme for Overview and Scrutiny in 2012/13

The Overview and Scrutiny (O&S) Chairmen's assessment of the progress on the work programme for O&S in 2012/13 is shown below, where the symbols represent:



Completed or on course for completion



Delayed or completion at risk



Will not be completed as planned

OVERVIEW AND SCRUTINY COMMISSION	Status / Comment
Co-ordination of the work of the Overview and Scrutiny Panels	
Routine monitoring of the performance of the Council's corporate functions	
Exercising pre-decision scrutiny by reference to the Executive Forward Plan	
2013/14 Budget Scrutiny	
Crime and Disorder Committee	
Policy Development	
a) To complete the Working Group contributing to the Council's plans for the Community Infrastructure Levy.	
b) To contribute to the update of the Council's Communications Strategy.	
c) To receive a briefing on the implications of the Localism Act for the Council, and to contribute to the formulation of the Council's plans for the 'Community Right to Challenge'.	
Delegated Authorities	
To review the scheme of delegation and the extent of powers delegated to officers.	

ADULT SOCIAL CARE AND HOUSING OVERVIEW AND SCRUTINY PANEL	Status / Comment
Monitoring the performance of the Adult Social Care, Health and Housing Department	

Exercising pre-decision scrutiny by reference to the Executive Forward Plan		
2013/14 Budget Scrutiny		
Modernising Older People's Services To complete the Working Group monitoring the proposed implementation of a wide range of measures intended to modernise and improve support for older people in the Borough.		
Substance Misuse To complete the Working Group reviewing the Council's response, and that of its partners, to the Government's requirements contained in its 2010 Drug Strategy.		
Policy Development		
a) <u>Carers' Strategy</u> – To monitor the delivery of this Strategy (Panel discussion).		
b) <u>Joint Autism Strategy</u> – To review the implementation of the Strategy (Panel discussion).		
c) <u>Personalisation</u> – An update at a Panel meeting, and depending on the outcome and the availability of resources, to review a further strand of the personalisation of Adult Social Care.		
d) <u>Adult Social Care White Paper</u> – to receive briefings on the progress of the White Paper and monitor its implementation		
e) The implementation of the new national structure for <u>Housing and Council Tax</u> benefits.		

CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL	Status / Comment
Monitoring the performance of the Children, Young People and Learning Department	
Exercising pre-decision scrutiny by reference to the Executive Forward Plan	
2013/14 Budget Scrutiny	
Schools Governance A Working Group to review the comments by Ofsted about governance in Bracknell Forest Schools, and the arrangements being made to ascertain and	

achieve effective governance in all schools.	
Policy Development To contribute to the formulation of the Council's new Early Intervention and Prevention strategy.	

ENVIRONMENT, CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL	Status / Comment
Monitoring the performance of the Environment, Culture and Communities Department	
Exercising pre-decision scrutiny by reference to the Executive Forward Plan	
2013/14 Budget Scrutiny	
Monitoring significant departmental issues: <ul style="list-style-type: none"> The implementation of the Local Development Framework. The implementation of the Supporting People Programme Action Plan on an annual basis. The implementation of Community Planning. The procurement of environmental works 	
Highway Maintenance To complete the review of the Council's plans and performance for highway maintenance.	
Commercial Sponsorship To complete the Member Reference Group exploring the possible procurement of a commercial sponsorship scheme.	
Public Transport Subsidies and Concessionary Fare Support To review the proposed reductions to public transport subsidies and concessionary fare support. The Working Group might re-form to contribute to the development of a Bus Strategy for the Borough.	
Policy Development (the O&S input will be conducted at Panel meetings) <ol style="list-style-type: none"> <u>Local Transport Plan</u> – To review the outcome of public consultation, and to contribute to the 	

<p>development of future policy, with a particular focus on highway improvements.</p> <p>b) <u>The Environmental Management of Schools – To receive progress updates.</u></p>	
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HEALTH OVERVIEW AND SCRUTINY PANEL	Status / Comment
Health and Wellbeing Strategy To contribute to the development of the Council's statutory 'Health and Wellbeing' strategy [Working Group].	
Policy development and monitoring the implementation of the major changes from the 2012 Health and Social Care Act To contribute to the Council's and NHS policy development, and monitor in particular: the transfer of the Public Health responsibilities from the PCT to the Council; the creation of the GP Clinical Commissioning Group, Local HealthWatch and the new Health and Wellbeing Board; and establishing the new arrangements for Health Overview and Scrutiny. [Panel updates and a Working Group]	
Monitoring the performance and budget of the Berkshire Primary Care Trust and the NHS trusts serving Bracknell Forest [Panel updates] Member briefing sessions will be held on Stroke treatment and Mental Health issues, which may in due course lead to focussed reviews.	
Responding to NHS Consultations The Health O&S Panel is a statutory consultee for any substantial variation in NHS services affecting the Borough. A major consultation is expected to occur on 'Shaping the Future', concerning hospital and community health services in East Berkshire. [Working Group]	

2013-14 WORK PROGRAMME - OVERVIEW AND SCRUTINY COMMISSION	
1.	Co-ordination of the work of the Overview and Scrutiny Panels
2.	<p>Routine monitoring of the performance of the Council's corporate functions</p> <p>To include: the Corporate Performance Overview Reports; the Quarterly Service Reports of the Chief Executive's Office and the Corporate Services Department; ongoing monitoring of departmental performance and expenditure; progressing the regeneration of Bracknell Town Centre; and the application of Regulation of Investigatory Powers functions.</p> <p>To receive briefings on: the Commercial Property portfolio; the work of the Economic and Skills Development Partnership; progress in implementing the Economic Development Strategy; and the implementation of the customer contact channel strategy.</p> <p>To receive briefings on the implementation of strategies where the Commission made an input to their formulation, including the Communications Strategy.</p>
3.	<p>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</p> <p>To selectively contribute to the formulation of new policies in advance of their consideration by the Executive.</p>
4.	<p>2014/15 Budget Scrutiny</p> <p>To review the Council's budget proposals for the Chief Executive's Office and the Corporate Services Department for 2014/15, and plans for future years. To include a discussion with the Borough Treasurer during 2013 on the evolving budgetary position. Overview and Scrutiny Panels will also scrutinise the budget proposals in their departmental areas.</p>
5.	<p>Crime and Disorder Committee</p> <p>To carry out the role of statutory 'Crime and Disorder Committee', to include an annual meeting with representatives of the Community Safety Partnership, and relationship building with the Police and Crime Commissioner. Particular attention will be given to measures to tackle domestic violence and anti-social behaviour.</p>
6.	<p>Other Policy Development</p> <ul style="list-style-type: none"> d) To keep a watching brief on the introduction of the Community Infrastructure Levy. e) To form a Working Group to review the impact of <u>Re-Localisation of Business Rates</u>, and the connection with economic development initiatives.
7.	<p>Delegated Authorities</p> <p>To complete the Working Group reviewing the scheme of delegation and the extent of powers delegated to officers.</p>

FUTURE PROPOSED REVIEWS
(Unlikely to be resourced until 2014/15 or later)

Overview and Scrutiny Commission

1.	Economic Development To review the implementation and outcomes of the Local Economic Development Strategy
2.	Procurement To review the Council's procurement procedures.