

**TO: OVERVIEW AND SCRUTINY COMMISSION
20 MARCH 2014**

**WORK PROGRAMME AND PANEL ACTIVITY 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 2013-14 and Panel activity, with particular reference to Working Groups of the Overview and Scrutiny Commission.

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.**

3 SUPPORTING INFORMATION

O&S Work programme

- 3.1 The O&S Work Programme for 2013-14, incorporating where available each Chairmen's assessment of progress, is at Appendix 1.

Delegated Authorities Working Group

- 3.2 The Working Group, comprising Councillors Angell (Lead Member), Mrs Birch, Finnie, Gbadebo and Leake has completed its work, and the Executive's response to the Working Group's report has been considered by the Commission.

Re-Localisation of Business Rates Working Group

- 3.3 This Working Group is not planned to commence until later in 2013-14.

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 2013/14

The Overview and Scrutiny (O&S) Chairmen's assessment of the progress on the work programme for O&S in 2013/14 is shown below, where the symbols represent:



Completed or on course for completion



Delayed or completion at risk



Will not be achieved in 2013-14

The minutes of all Overview and Scrutiny meetings can be viewed at <http://democratic.bracknell-forest.gov.uk/ieDocHome.aspx?Categories=>

Comments By Overview and Scrutiny Commission Chairman, Councillor Leake

Members will see from the attached 'Traffic light' report that most items are on track. The two items of concern (numbers 3 and 6 on the Work Programme) carry with them the impact of resource restrictions (items 3 and 6b) and (6a) issues relating to a possible failure to keep the Commission consulted and updated about potential changes to Executive thinking.

Appropriate actions arising from the last meeting (see agenda item 2) have been taken and circulated.

As a consequence of the meeting in January, all matters relating to the filling of vacant seats on the Commission and its Panels have now been resolved¹.

The Executive noted the Commission's comments on the Budget proposals for 2014/15 and the Budget was subsequently approved by Council.

Following the Health Panel's report to the Executive on the Francis report, a meeting was held between the Commission Chairman and the Chairman/Vice- Chairman of the Health Panel. Agreement was reached on the future way in which the Health Panel would organise its work, and that this would be treated as a pilot scheme for the rest of the municipal year for future consideration of the way the whole of the Scrutiny function might operate.

An Executive Decision has been called in for examination.

OVERVIEW AND SCRUTINY COMMISSION		Status / Comment
1.	Co-ordination of the work of the Overview and Scrutiny Panels	
2.	Routine monitoring of the performance of the Council's corporate functions To include: the Corporate Performance Overview Reports; the Quarterly Service Reports of the Chief Executive's Office and the	

¹ Save for the Catholic Diocese representative, the Secondary School Parent Governor representative (under recruitment), and the Children's social care co-optee (see agenda item 7).

	<p>Corporate Services Department; on-going 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> <p>a) To keep a watching brief on the introduction of the Community Infrastructure Levy.</p> <p>b) To form a Working Group to review the impact of <u>Re-Localisation of Business Rates</u>, and the connection with economic development initiatives.</p>	
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>	

Comments By Adult Social Care and Housing Panel Chairman, Councillor Harrison

The ASCH Panel met on January 14th and considered the Council's Draft Budget Proposals. After a thorough examination and questioning, the Panel was satisfied that the budget represented a realistic plan to deliver services over the planned period and made no recommendations for amendments.

The Panel considered a report in respect of the modernisation and transforming of Older People's services and noted the commitment to ensure that expanding demand would be met by seeking new ways of delivering service while quality care would be maintained. The Working Group on Council's Role in Regulated Adult Social Care Services met on 25th February and considered a number of case studies to find out how the Care Quality Commission's inspection regime interacts with the Council's own powers. The Working Group also flagged up concern over care in hospital and suggested that with the Government's agenda of further integrating Health and Social Care, a Working Group of the Commission with members from both the ASCH and Health Panels might be worthwhile when resources allow.

In the next cycle, the panel will be considering the Learning Disabilities Commissioning Strategy, continue to review the departmental Service Plan Key Actions and Indicators and receive an update briefing on the Government's latest plans for the Integration of Health and Social Care.

ADULT SOCIAL CARE AND HOUSING OVERVIEW AND SCRUTINY PANEL		Status / Comment
1.	<p>Monitoring the performance of the Adult Social Care, Health and Housing Department</p> <p>To include on-going review of the Quarterly Service 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. This will include the implementation of the new national structure for Housing and Council Tax benefits, and any assessment of the impact of those changes.</p>	
2.	<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>	
3.	<p>2014/15 Budget Scrutiny</p> <p>To review the Council's Adult Social Care and Housing budget proposals for 2014/15, and plans for future years.</p>	
4.	<p>The Council's Role in Regulated Adult Social Care Services</p> <p>To form a Working Group to review the Council's role in regard to care governance and managing safeguarding in regulated services.</p>	

5.	<p>Other Policy Development</p> <p>a) To form a Working Group to contribute to the annual review of the <u>Local Council Tax Benefit Scheme</u>.</p> <ul style="list-style-type: none"> • <u>Adult Social Care White Paper</u> – to receive briefings on the progress of the White Paper and monitor the implementation of any new legislation. 	
----	---	---

Comments By Children, Young People and Learning Panel Chairman, Councillor Mrs Birch

The panel has had two meetings this year; Wednesday 15th January and Wednesday 5th March. The January meeting had a full agenda with looking at the budget position, The annual Report from the Bracknell Forest Local safeguarding Children's Board, the New Ofsted Inspection Framework, Annual review of the Children and Young People's Plan, Local Healthwatch protocol and the Child Poverty strategy.

For the first time we received a self assessment of the Lead member and the Director of their roles against the department of Education Statutory Guidance. This self assessment is planned to be reviewed by the Panel annually so the panel can evaluate how the Lead member and the director are meeting their responsibilities as set out in the statutory guidance. The Panel asked for a numerical assessment according to Ofsted in all areas to be included in the next self assessment.

The panel meeting on Wednesday March 5th focused on Education with presentations about 'Narrowing the Gap', support for English as an additional Language, Children Missing from Education (a national issue), Education transport policies and a presentation and school Improvement Support that we give by Bob Welch.

The questions from the Quarterly Service report focused on the high vacancy rates of staff in Children's services and how many agency staff we employ.

Our review of the School Places Overview and Scrutiny working group is nearly complete and it is hoped that it will be discussed at the next meeting on Wednesday 11th June. Our next working group is on Substance misuse and 6 members have indicated that they are willing to take part.

The scoping process will take place before the next panel meeting and Gillian Hunt from New Hope is going to attend our next panel meeting to give a presentation about Substance misuse and the impact it has on children and families.

CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL		Status / Comment
1.	<p>Monitoring the performance of the Children, Young People and Learning Department</p> <p>To include on-going review of the Quarterly Service Reports, receiving statutory plans and reports (such as the annual reports of the Local Safeguarding Children Board, and on complaints received). Monitoring:</p> <ul style="list-style-type: none"> • The number of Looked After Children, and the implications for service delivery and resources; • Schools' performance, particularly secondary schools; • The action taken by the Executive to earlier reports by the Panel, in particular an update on the transfer from Primary to Secondary education. 	

2.	Exercising pre-decision scrutiny by reference to the Executive Forward Plan To selectively contribute to the formulation of new policies in advance of their consideration by the Executive. To include education transport.	
3.	2014/15 Budget Scrutiny To review the Council's Children, Young People and Learning budget proposals for 2014/15, and plans for future years.	
4.	Schools Governance To complete the review of the arrangements being made to ascertain and achieve effective governance in all schools.	
5.	The Provision of School Places To review the Council's arrangements for planning and providing places for children in Bracknell Forest's schools, to include the school admissions process and national comparisons. One focus of the review might be the greater complexity introduced by the Academies and Free Schools legislation.	

Comments By Environment, Culture and Communities Panel Chairman, Councillor Finnie

In addition to standard items which include review of Budget, Quarterly Service Reports, Performance Monitoring, we are currently considering Recycling Award Scheme, Schools Annual Environmental Management Report, Integrated Transport Capital Programme, Highway Maintenance Programme, Local Plan Update, Flooding and we have recently set up a Working Group to Review Cultural Services in our Borough. We have decided to review cultural services provided by the Borough Council in the first case but try to prepare a comprehensive list of all cultural services provided throughout the Borough.

We are planning to review the grant given by the Borough Council to South Hill Park immediately and also to review current Library Services .

ENVIRONMENT CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL		Status / Comment
1.	Monitoring the performance of the Environment, Culture and Communities Department To include on-going review of the Quarterly Service Reports; the performance of the Leisure operations, review of any inspection reports or self-evaluations; and monitoring the action taken by the Executive to earlier reports by the Panel.	
2.	Exercising pre-decision scrutiny by reference to the Executive Forward Plan To selectively contribute to the formulation of new policies in	

	advance of their consideration by the Executive.	
3.	<p>2014/15 Budget Scrutiny</p> <p>To review the Council's Environment, Culture and Communities budget proposals for 2014/15, and plans for future years.</p>	
4.	<p>Monitoring significant departmental issues:</p> <ul style="list-style-type: none"> • The Site Allocations process, including the outcome of the Public Examination of the Site Allocations proposals • The procurement of public realm works • Receiving a presentation on measures to maintain the public realm during the regeneration of Bracknell town centre. 	
5.	<p>Bus Strategy</p> <p>To complete the Working Group making an input to the development of a Bus Strategy for the Borough.</p>	
6.	<p>Other Policy Development (the O&S input will be conducted at Panel meetings)</p> <ul style="list-style-type: none"> a) <u>Local Transport Plan</u> – To contribute to the development of future policy, with a particular focus on highway improvements. b) <u>The Environmental Management of Schools</u> – To receive progress updates. 	

Comments By Health Panel Chairman, Councillor Virgo

The panel had an extremely busy year tracking the complex changes that have been the consequences of the new Health bill on our health provision. This also includes the addition of local public health. The panel arranged 2 additional meetings to consider the Care Quality Commission reports relating to the Heatherwood and Wexham Park NHS Trust. The contents of these reports were extremely serious and we decided to write to Care Quality Commission, Monitor and Thames Valley Area Team, NHS England with our recommendations. We also completed our findings, under the chair of Cllr McCracken, into the Francis report on the failures at Mid Staffordshire. As a result of those recommendations each member will undertake individual responsibility for parts of the NHS in order that we can achieve better scrutiny to services and analyse the flow of data from the many different sources that are available. We also intend to work much closer with Heath Watch to improve the flow of local knowledge from residents who have recently experienced those services. We welcomed the addition of a retired GP – Dr David Norman – to our panel which will strengthen our knowledge tremendously. Lastly, we begin our 6 weekly meetings to share our work and discuss the pressing problems that I am sure will arise and form part of our panel agenda.

HEALTH OVERVIEW AND SCRUTINY PANEL		Status / Comment
1.	<p>Policy development and monitoring the implementation of the major changes from the 2012 Health and Social Care Act</p> <p>To contribute to and monitor the Council's and NHS policy development, in particular:</p> <ul style="list-style-type: none"> • Completing the transfer of the Public Health responsibilities from the PCT to the Council; • The work of the Health and Wellbeing Board; • The Joint Strategic Needs Assessment and the Health and Wellbeing Strategy; • Further integration of health and social care functions (with particular focus on hospital discharge and managing long-term health conditions); • Relationship building with Local Healthwatch, MONITOR and the Care Quality Commission. <p>[Panel updates]</p>	<p>Continuing Our work throughout the year</p>
2.	<p>The Brants Bridge Health Facility</p> <p>Forming a Working Group to review the operation of the cancer and renal facilities, also the creation of the Urgent Care Centre.</p>	
3.	<p>2014/15 Budget Scrutiny</p> <p>To review the Council's budget proposals for public health in 2014/15, and plans for future years.</p>	
4.	<p>Monitoring the performance of the NHS trusts and Clinical Commissioning Group serving Bracknell Forest</p> <p>This will include: the work of the Bracknell Forest and Ascot CCG; reviewing the application of any lessons learnt from the Francis Report on the failings of the NHS and Health Overview and Scrutiny in Mid Staffordshire; the implementation of the actions from the 'Shaping The Future' consultation; delivery of the national NHS priorities set by the Department of Health; the progress of health service providers; the results of the GP Patient Survey; and the financial position of Heatherwood and Wexham Park Hospitals Trust.</p>	
5.	<p>Responding to NHS Consultations</p> <p>The Health O&S Panel is a statutory consultee for any substantial variation in NHS services affecting the Borough.</p>	