

**TO: OVERVIEW AND SCRUTINY COMMISSION  
1 MAY 2014**

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**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 due to meet for the first time on 19 May.

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

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### 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

Two items have 'Amber' indicators due mainly to what I perceive as a lack of resource in being able to allocate time to deal with them. Actions arising from the last meeting have been taken.

A date has been set for the meeting of the Working Group on Business Rates.

OVERVIEW AND SCRUTINY COMMISSION		Status / Comment
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 Quarterly Service Reports of the Chief Executive's Office and the 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><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p> <p>To selectively contribute to the formulation of new policies in advance of their consideration by the Executive.</p>	
4.	<p><b>2014/15 Budget Scrutiny</b></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><b>Crime and Disorder Committee</b></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><b>Other Policy Development</b></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><b>Delegated Authorities</b></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 Adult Social Care and Housing Overview & Scrutiny Panel met on Tuesday, 25 March 2014. As part of the ongoing monitoring of departmental performance and commitment to safeguarding service users, the committee noted that the Council was close to completing the implementation of an electronic monitoring system to measure the time actually spent by care workers at clients' homes.

The committee reviewed the key actions and indicators from the 2014/15 Service Plan and received an update in respect of the Learning Disabilities Commissioning Strategy for 2014 onward, the Joint Commissioning Strategy for Dementia and the Better Care Fund.

The committee also considered what they would like to do to address any challenges from the introduction of the Care Bill and it was suggested this could be of sufficient importance to the Council as a whole that a seminar for all members might be beneficial when officers have had sufficient time to analyse the implications.

The Working Group reviewing the Council's Role in Regulated Adult Social Care Services is still in progress and the next meeting at time of writing is on the 22<sup>nd</sup> April 2014 which is after this report goes to print.

<b>ADULT SOCIAL CARE AND HOUSING OVERVIEW AND SCRUTINY PANEL</b>		<b>Status / Comment</b>
1.	<p><b>Monitoring the performance of the Adult Social Care, Health and Housing Department</b></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><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p> <p>To selectively contribute to the formulation of new policies in advance of their consideration by the Executive.</p>	
3.	<p><b>2014/15 Budget Scrutiny</b></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><b>The Council's Role In Regulated Adult Social Care Services</b></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><b>Other Policy Development</b></p> <ul style="list-style-type: none"> <li>a) To form a Working Group to contribute to the annual review of the <u>Local Council Tax Benefit Scheme</u>.</li> <li>• <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.</li> </ul>	

<b>CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL</b>		<b>Status / Comment</b>
1.	<p><b>Monitoring the performance of the Children, Young People and Learning Department</b></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"> <li>• The number of Looked After Children, and the implications for service delivery and resources;</li> <li>• Schools' performance, particularly secondary schools;</li> <li>• The action taken by the Executive to earlier reports by the Panel, in particular an update on the transfer from Primary to Secondary education.</li> </ul>	
2.	<p><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p> <p>To selectively contribute to the formulation of new policies in advance of their consideration by the Executive. To include education transport.</p>	
3.	<p><b>2014/15 Budget Scrutiny</b></p> <p>To review the Council's Children, Young People and Learning budget proposals for 2014/15, and plans for future years.</p>	
4.	<p><b>Schools Governance</b></p> <p>To complete the review of the arrangements being made to ascertain and achieve effective governance in all schools.</p>	
5.	<p><b>The Provision of School Places</b></p> <p>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.</p>	

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

At the last Panel Meeting, we discussed the latest trends, priorities and pressures in terms of departmental performance in the Quarterly Service Report and noted the major variances in revenue and noted the reasons for these. We reviewed the progress on Capital schemes.

Forward looking included - The Town Centre Regeneration, Public Realm Contracts, 30th Anniversary Bracknell Marathon, Budgets, Adoption of CIL, Twin Bridges Work, Resident parking Scheme, Blue Mountain, Edgbarrow Sports Centre and Bracknell Leisure Centre Artificial Pitches.

Members noted that several Licensing and Safety actions that had been taken.

An update on the Recycling Award Scheme was noted.

The Schools Annual Environmental Management Report was discussed and noted.

The Integrated Transport Capital Programme for 2013/14 was discussed and noted.

The Highway Maintenance Programme was noted

An update on the Bracknell Forest Local Plan was given.

We agreed to set up a Working Group to review the Council's cultural services offering in the context of pressure on public finance with particular reference to libraries and South Hill Park. This Working Group has met and we have had meetings with several representatives of South Hill Park and are aiming to prepare a report before the end of the year.

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

Comments By Health Panel Chairman, Councillor Virgo

Following the agreement from members of the recommendations of our response to the Francis report, we are holding our first regular 6 weekly meetings on Monday 14th April. The purpose of these meetings is to exchange views and concerns from members who have their own individual areas of the health service to scrutinize. It is hoped that the major areas of concern will form part of our future agenda for the panel.

We have agreed to suspend any working groups at present and instead use members time to research and evaluate the areas of their responsibility in the health service.

<b>HEALTH OVERVIEW AND SCRUTINY PANEL</b>		<b>Status / Comment</b>
1.	<p><b>Policy development and monitoring the implementation of the major changes from the 2012 Health and Social Care Act</b></p> <p>To contribute to and monitor the Council's and NHS policy development, in particular:</p> <ul style="list-style-type: none"> <li>• Completing the transfer of the Public Health responsibilities from the PCT to the Council;</li> <li>• The work of the Health and Wellbeing Board;</li> <li>• The Joint Strategic Needs Assessment and the Health and Wellbeing Strategy;</li> <li>• Further integration of health and social care functions (with particular focus on hospital discharge and managing long-term health conditions);</li> <li>• Relationship building with Local Healthwatch, MONITOR and the Care Quality Commission.</li> </ul> <p>[Panel updates]</p>	
2.	<p><b>The Brants Bridge Health Facility</b></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><b>2014/15 Budget Scrutiny</b></p> <p>To review the Council's budget proposals for public health in 2014/15, and plans for future years.</p>	
4.	<p><b>Monitoring the performance of the NHS trusts and Clinical Commissioning Group serving Bracknell Forest</b></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</p>	

	Park Hospitals Trust.	
5.	<b>Responding to NHS Consultations</b> The Health O&S Panel is a statutory consultee for any substantial variation in NHS services affecting the Borough.	