

**TO: OVERVIEW AND SCRUTINY COMMISSION  
4 SEPTEMBER 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 2014-15 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 Group.**

**3 SUPPORTING INFORMATION**

O&S Work programme

- 3.1 The O&S Work Programme for 2014-15, incorporating each Chairman's assessment of progress, is at Appendix 1.

Business Rates Working Group

- 3.2 This Working Group, comprising Councillors Angell (Lead Member), Leake, Heydon and Virgo, commenced on 19 May and has met on three occasions to date. Matters covered have included: a background briefing by officers; agreement on the purpose and scope of the Working Group; meeting Executive Members and officers to discuss their perspective, particularly on the prospective use of discretionary rates relief to bring unoccupied buildings into use, and to stimulate economic development; and reviewing information on rates avoidance schemes, appeals cases and the collection of arrears. Further meetings are in the course of being planned.

**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 2014/15

The Overview and Scrutiny (O&S) Chairmen's assessment of the progress on the work programme for O&S in 2014/15 is shown below, where the symbols represent:



Completed or on course for completion



Delayed or completion at risk



Will not be achieved in 2014-15

#### Comments by O&S Commission Chairman

Work of the Commission is progressing steadily. The various working parties are mainly on programme and progressing well. The working group on business rates is taking a broad look at the subject and seeking the views and experiences of external bodies.

The principle item of interest at the July meeting related to the proposal by the West London Mental Health Trust to turn off some of the alarm sirens covering the greater part of the borough. Members generally found this unacceptable and the Chairman subsequently wrote to the CEO of the trust to express this view. The reply received was not helpful and seemed inaccurate in parts. The Chairman has sent a 'correcting letter' and a substantive response will follow in due course.

OVERVIEW AND SCRUTINY COMMISSION		Status / Comment
1.	<b>Co-ordination of the work of the Overview and Scrutiny Panels</b>	
2.	<b>Routine monitoring of the performance of the Council's corporate functions</b>	
3.	<b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b>	
4.	<b>2015/16 Budget Scrutiny</b>  To review the Council's budget proposals for the Chief Executive's Office and the Corporate Services Department for 2015/16, and plans for future years. To include a discussion with the Borough Treasurer during 2014 on the evolving budgetary position.	
5.	<b>Crime and Disorder Committee</b>  To include an annual meeting with representatives of the Community Safety Partnership.	
6.	<b>Other Policy Development</b>  To make an input to the review of the <u>Economic Development Strategy</u> .	

7.	<b>Business Rates</b> To review the impact of Re-Localisation of Business Rates, and the connection with economic development initiatives.	
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Comments by Adult Social Care and Housing Overview and Scrutiny Panel Chairman

At the time of preparation of the report, the Adult Social Care and Housing agenda had not been completed. The Chairman will give a verbal report at the meeting.

<b>ADULT SOCIAL CARE AND HOUSING OVERVIEW AND SCRUTINY PANEL</b>		<b>Status / Comment</b>
1.	<b>Monitoring the performance of the Adult Social Care, Health and Housing Department</b> To include 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, including the Government's Care Bill.	
2.	<b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b>	
3.	<b>2015/16 Budget Scrutiny</b> To review the Council's Adult Social Care and Housing budget proposals for 2015/16, and plans for future years.	
4.	<b>The Council's Role In Regulated Adult Social Care Services</b> To complete the review of the Council's role in regard to care governance and managing safeguarding in regulated services.	
5.	<b>Forestcare</b> A review of the lifeline alarms and other services provided under Forestcare.	

Comments by Children, Young People and Learning Overview and Scrutiny Panel Chairman

The panel has not met since the last Commission meeting , although there was an agenda setting meeting on August 11th where we planned to monitor the school results for 2014; how the building works have progressed in Garth College Six Form, Owlsmoor School, The Pines and Crown Wood at the next panel meeting on 10th September. Update on school governance due to the re-constitution of governing Bodies will be covered at that meeting.

The scoping meeting for the Substance Misuse working group is scheduled for the 1st September.

<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 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</li> </ul>	
2.	<b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b>	
3.	<p><b>2015/16 Budget Scrutiny</b></p> <p>To review the Council's Children, Young People and Learning budget proposals for 2015/16, and plans for future years.</p>	
4.	<p><b>The Provision of School Places</b></p> <p>To complete the review of the Council's arrangements for planning and providing places for children in Bracknell Forest's schools.</p>	 Completed. Executive response awaited
5.	<p><b>Substance Misuse</b></p> <p>Further to the 2012-13 review by the Adult Social Care and Housing O&amp;S Panel, to review actions to minimise substance misuse by children and young people.</p>	

Comments by Environment, Culture and Communities Overview and Scrutiny Panel Chairman

Since the last meeting of the Commission the Panel has had one formal meeting when members discussed the following items –

**Quarterly Service Report** – members were pleased to note that the budget position remained strong – there were concerns with waste disposal as there was now an upward trend of landfill items being disposed of in the last two quarters and members were pleased to note that

officers were looking at ways to reverse this trend – three public realm contracts had been awarded – the site allocation plan had been agreed – improvement work to twin bridges roundabout were nearing completion – members were pleased to note that we had been able to give support to neighbouring authorities who had experienced severe weather problems.

Members were pleased to note that all members of staff had now moved to their long term office locations in Time Square and all sections of the department were now on one site.

Extra funding of £ 200.000 had been secured for the repair of potholes and further funding would be sourced,

A report on the required maintenance of Coral Reef would be prepared in the autumn.

**Residents Parking Scheme** – members noted the consultation carried out and the Final Scheme Proposal and how this will be monitored.

**General Items** – the panel noted and commented on Draft Supplementary Planning Documents, Bracknell Forest Borough Local Plan and Public Realm Services

**Working Group on Cultural Services** – the Panel noted that this Group were preparing a report on Cultural Services being provided in the Borough and on South Hill Park. This was planned for completion in the autumn.

<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 the performance of the Leisure operations, review of any inspection reports or self-evaluations; monitoring the action taken by the Executive to earlier reports by the Panel, and monitoring significant departmental developments.</p>	
2.	<p><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p>	
3.	<p><b>2015/16 Budget Scrutiny</b></p> <p>To review the Council's Environment, Culture and Communities budget proposals for 2015/16, and plans for future years.</p>	
4.	<p><b>Cultural Services</b></p> <p>To complete the review of the Council's cultural services offering, in the context of pressure on public finance, with particular reference to libraries and assistance for South Hill Park.</p>	

Comments by Health Overview and Scrutiny Panel Chairman

<b>HEALTH OVERVIEW AND SCRUTINY PANEL</b>		<b>Status / Comment</b>
1.	<b>Implementing the new Approach to Health Scrutiny</b>  To deliver the new approach to health scrutiny as recommended by the Panel's Working Group on the Francis report. This might in due course lead to a focussed review in 2014/15 or later years	
2.	<b>2015/16 Budget Scrutiny</b>  To review the Council's budget proposals for public health in 2015/16, and plans for future years.	