

Overview and Scrutiny Commission
17 January 2008

OVERVIEW AND SCRUTINY PROGRESS REPORT
(Assistant Chief Executive)

1 INTRODUCTION

- 1.1 The Chief Executive has asked officers to produce a progress report every three months on Overview and Scrutiny (O&S) activity for the Corporate Management Team. This report contains the detail from the first quarterly report, updated to reflect the current position, for Member's information.

2 SUGGESTED ACTION

- 2.1 The Overview and Scrutiny Commission and Panels are invited to note this progress report.

3 SUPPORTING INFORMATION

Overview and Scrutiny Work Programme

- 3.1 Following consultation with the Executive and CMT the work programme has been adopted and published on the Council's website¹.

Overview and Scrutiny Working Groups

- 3.2 The attached table sets out the current status of the 15 Working Groups which have been established to carry out specific reviews in the work programme, along with others which have occurred since the programme was agreed (the review of Medium Term Objectives) or on request (the review of road accident casualties). This represents an ambitious programme, demanding on member and officer time. The involvement of departmental link officers is proving to be very useful, as is the factual briefing session and close consideration of the careful scoping of reviews at the outset. An innovative development is the involvement of Parish and Town councillors on the reviews of Waste and Street Cleaning, which was arranged through the Parish and Town council Liaison Group.

Overview and Scrutiny Commission

- 3.3 The O&S Commission continue to meet on a two-monthly cycle. Their most recent meeting was on 22 November, when the main items included: the External Auditors Report to those charged with Governance; the Internal Audit half yearly report; the quarter 1 Corporate Performance Overview Report; responses to the Healthcare Funding report; the draft reports on the Health and Wellbeing Strategy and the Medium Term Objectives; and an update on Neighbourhood Action Groups. The Commission's agenda continues to be heavy.

¹ <http://www.bracknell-forest.gov.uk/overview-and-scrutiny-work-programme-2007-to-2008.pdf>

Environment and Leisure O&S Panel

3.4 The Panel continues to meet on a three-monthly cycle. Their next meeting is on 2 January. In addition to on-going reviews of departmental performance, members have considered items including the mystery customer visit reports for leisure operations and are to be involved in the Community Arts Development Plan. The main work of the Panel is being progressed through the working groups (see attached), whose progress has been slower than elsewhere partly because of organising the involvement of Town and Parish Councils and member availability.

Health O&S Panel

3.5 The Panel continues to meet on a three-monthly cycle. Their next meeting is on 6 December. In addition to on-going reviews of performance, members have considered items including the temporary closure of maternity services at Heatherwood Hospital, the PCT Budget, and the envisaged Health Space in Bracknell. There is a relatively heavy programme of responding to NHS consultations. Working Groups are at an early stage, as attached.

Lifelong Learning and Children's Services O&S Panel

3.6 The Panel continues to meet on a three-monthly cycle, most recently at Garth Hill College, which included a tour and presentation from the Headteacher. Their next meeting is on 19 December. Working Groups are making progress, with scoping done and visits being arranged. The Panel is not yet up to strength with Teacher representatives.

Adult Social Care and Housing O&S Panel

3.7 The Panel continues to meet on a three-monthly cycle. In addition to on-going reviews of performance, members have considered items including an update on the Drugs and Alcohol Action Team, and monitoring the Commission for Social Care Inspection and Supporting People action plans. Their next meeting is on 10 January. Working Groups are making progress, as attached.

Joint East Berkshire Health O&S Committee

3.8 The substitute membership issue has now been resolved (with a Labour Member replacing one of the Conservatives). The Committee continues to meet on a three-monthly cycle, rotating between the three Council's venues, with the next meeting on 10 January in Slough. The Committee has a heavy programme of responding to NHS consultations. One specific issue which is being progressed is Child and Adolescent Mental Health Services to 16-18 year-olds. The Committee has agreed that the Royal Borough of Windsor and Maidenhead will take over the Charing and officer support for the Committee at the end of this municipal year.

Other issues

- 3.9 The Comprehensive Performance Assessment Inspection feedback on O&S has been positive, and the inspection report is awaited.
- 3.10 Officers have continued to develop the O&S pages on the Council's Website.
- 3.11 External networking on O&S has included: hosting a visit from O&S members in Herefordshire County Council; attending South East Employers and Centre for Public Scrutiny conferences; and presenting to O&S members and officers from the West Berkshire councils our experience of the Joint East Berkshire Health O&S Committee as they are contemplating establishing a similar committee. Later in November, Cllr Edger was invited to visit Wycombe District Council to relate how our O&S function works.
- 3.12 Quarterly review meetings are in place for the Commission and three of the four panels. Agenda setting meetings continue to be held.

Background Papers

Overview and Scrutiny Work Programme, 2007/08

Contact for further information

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OVERVIEW AND SCRUTINY WORKING GROUPS – 2007/08

Overview and Scrutiny Commission								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Medium Term Objectives	Thompson (Lead), Mrs Birch & Browne	Victor Nicholls	Richard Beaumont	√	√			Draft report to O&SC on 22 November, now deferred to January 08 meeting
Healthcare Funding	Edger (Lead), Leake, Beadsley, Browne	Lise Llewellyn Glyn Jones	Katie Dover/RB	√	√	√	√	Completed - Executive and PCT response considered by O&SC in Nov 07. Referred on to Health Panel.

Adult Social Care and Housing Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Carers	Mrs Shillcock (Lead), Simonds & Turrell	Glyn Jones	Andrea Carr	√				Second meeting to be briefed by 4 social care team leaders is being held on 10 Dec.
Care Homes	Browne	Glyn Jones	Andrea Carr					Visits to care

	(Lead), Baily & Blatchford							homes / services have been held. CSCI & BCA reps to be invited to Jan or March Panel meeting.
Social Care Modernisation Agenda	Leake (Lead), Mrs Shillcock & Virgo	Glyn Jones	Andrea Carr					Scoping meeting to be arranged – draft date of 20/12/07.
Supporting People	Mrs Shillcock & 1 other	Stuart Mudie	Andrea Carr	√	Ongoing			Ongoing monitoring. Cllr Browne to identify one more member (Cllr Browne has said it will be him)

Environment and Leisure Overview and Scrutiny Panel

WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Strategic Review of Waste	Brunel-Walker (Lead), Mrs Angell, Beadsley, Mrs Ryder, Mrs McLean (Binfield), Wade (Crowthorne), Allen (S'hurst	Steve Loudoun / Janet Dowlman	Andrea Carr	√				Second meeting to be briefed on the Re3 contract is being held on 11 December.

	& Mrs Healy (Warfield)							
Street Cleaning / Street Scene	Finnie (Lead), Finch, Mrs McCracken, Leake (Binfield), Mrs Thompson (Crowthorne), Mrs Cupper (S'hurst), & Parks (Warfield)	Steve Loudoun	Andrea Carr	√				Third meeting to look at educating & encouraging the public & businesses to minimise littering and to identify best practice at Town/Parish levels on 29 Jan 2008.
Community Arts Development Plan	Mrs Fleming, McLean & Finnie	Helen Tranter	Andrea Carr					Member input as and when requested.
Road Accidents	Finch (Lead) Virgo Mrs McCracken & McLean	Roger Cook	Richard Beaumont	drafted				Scoping meeting held on 15/11/07. next meeting on 13 December

Health Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Patient Focus	Mrs Mattick, Browne (Lead), Virgo Mrs Angell	Glyn Jones	Katie Dover	drafted				Met on 1 st Nov
Health and Wellbeing	Leake (Lead), Thompson,	Victor Nicholls	Richard Beaumont	√	√			Draft report adopted by

Strategy	Virgo							O&SC on 22 November, going to Health Panel on 6 December
Extended Schools & Children's Centres (Joint with LL&CS OSP)	Leake (Lead), Mrs Birch (Lead in Leake's absence), Mrs Angell, Mrs McCracken, Burrows, Beadsley	Graham Symonds / Karen Frost	Katie Dover	WG happy with scope – KD to send to GS/KF and TE				Met 5 Nov & 3 rd Dec – Next mtgs 9 th and 16 th Jan to see further people

Joint East Berkshire Health Overview and Scrutiny Committee

WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Hospital Discharge Procedures	Baily, Coad (Slough BC), Napier (RB W&M)		Andrew Scott (RB W&M) [Katie Dover to liaise]					1 st mtg to be held 30 Oct at WAM – postponed. Andrew Scott rearranging (28/11)

Lifelong Learning and Children's Services Overview and Scrutiny Panel

WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
English as an Additional Language	Mrs McCracken (Lead), Burrows, Ms Whitbread & Mr Ian Sharland	Tony Eccleston	Andrea Carr	√				Second meeting held on 7 Nov and visits to schools being arranged for new year.
Extended Schools & Children's Centres (Jointly with HO&SP)	See Health O&S Panel							