

**OVERVIEW AND SCRUTINY COMMISSION
13 MARCH 2008**

**OVERVIEW AND SCRUTINY PROGRESS REPORT
(Assistant Chief Executive)**

1 INTRODUCTION

- 1.1 This is the second quarterly progress report on Overview and Scrutiny (O&S).

2 SUGGESTED ACTION

- 2.1 **That this quarterly progress report be noted.**

3 SUPPORTING INFORMATION

Overview and Scrutiny Working Groups

- 3.1 The attached table sets out the current status of the 17 O&S Working Groups. The number of groups has grown as the programme has been expanded (e.g. the review of the Local Area Agreement) or on request (e.g. the review of road accident casualties). This represents a heavy and ambitious programme, increasingly demanding on member and officer time. The involvement of departmental link officers is continuing to be very useful, as is the factual briefing session and close consideration to the careful scoping of reviews at the outset.

Overview and Scrutiny Commission

- 3.2 The O&S Commission continues to meet on a two-monthly cycle. Its next meeting is on 13 March, when the main items will include: the Draft Annual Report of O&S, the Annual Report on Community Cohesion, the Quarter 3 Performance Monitoring Reports, a Procurement update report, and the Internal Audit Plan for 2008/09. The Commission's agenda continues to be substantial, with pressure for a 'slot' at the meetings.
- 3.3 The Commission, along with the Panels, completed its scrutiny of the Council's 2008/09 budget proposals in the last cycle of meetings, the outcome of which will be reported to Council at its meeting on 27 February.

Environment and Leisure O&S Panel

- 3.4 The Panel continues to meet on a three-monthly cycle. Its next meeting is on 3 March. In addition to on-going reviews of departmental performance, members have considered items including the mystery customer visit reports for leisure operations, the 2008/09 budget proposals and progress on the Local Development Framework. The main work of the Panel is being progressed through the working groups (see attached), which are progressing well.

Health O&S Panel

- 3.5 The Panel continues to meet on a three-monthly cycle. Its next meeting is on 6 March. In addition to on-going reviews of performance, members have considered items including the PCT Budget, Continuing Healthcare funding, the outcome of the Working Group on the Health and Wellbeing Strategy, and they have met with the Healthcare Commission to prepare for commenting on the annual 'Healthcheck' declarations by NHS organisations serving the Borough. There is a heavy programme of responding to NHS consultations. Working Groups are making progress, as attached.

Lifelong Learning and Children's Services O&S Panel

- 3.6 The Panel continues to meet on a three-monthly cycle, including at locations outside Council buildings. The Panel is now up to strength with Teacher representatives. The Panel's next meeting is on 26 March. In addition to on-going reviews of departmental performance, members have considered items including the 2008/09 budget proposals, the Annual Performance Letter for Children's Services, and the Ofsted report for Adult and Community Learning. Working Groups are making progress, as attached.

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 met the award-winning Dementia Team in Adult Social Care, and considered items including the 2008/09 budget proposals, the CSCI annual meeting and performance rating, and the Supporting People action plan. The Panel's next meeting is on 11 March. Working Groups are making progress, as attached.

Joint East Berkshire Health O&S Committee

- 3.8 The Committee continues to meet on a three-monthly cycle, rotating between the three Council's venues, with the next meeting on 6 March in Bracknell, as part of the new combined Committee with Buckinghamshire County Council, as agreed by Council on 30 January 2008. The Committee has a considerable programme of responding to NHS consultations, and is represented on the Berkshire East PCT's Strategy Implementation Group. Specific issues considered by the Committee have included the results of the National Patient Survey, the Berkshire East PCT budget and the annual Healthcheck declarations process. The Committee has agreed that the Royal Borough of Windsor and Maidenhead will take over the Charing and officer support for this Committee at the end of this municipal year.

Other issues

- 3.9 The Council's Corporate Assessment Report by the Audit Commission contains very positive comments on the Council's Overview and Scrutiny function, some excerpts of which are set out below:-

"Overview and scrutiny is good, rigorously challenging performance and this leads to improved services. This is evident in the recent improvements made in adult social services and in the robust challenge it is pursuing to increase health funding for the area.

The Councils overview and scrutiny function provides good challenge to the Council Executive and this has been used effectively to review and maintain focus on priority areas such as in environmental issues and in improving adult social services and health funding.

Scrutiny is effective in challenging and supporting policy development.

Scrutiny capacity to challenge and support the Council's executive is good. It has good officer support and engages actively in the scrutiny of performance and decision-making."

- 3.10 The first quarterly report was drawn to the attention of the Chairman of the O&S Commission after CMT's consideration. The Chairman asked for it to be included in the published papers for the Commission and the Panels, where the report was well-received by members.
- 3.11 External networking on O&S in the last quarter has included: attending SEE conferences; and Cllr Edger visited Wycombe District Council in November to relate how our O&S function works. The Council will also have O&S attendance at a Centre for Public Scrutiny conference in February on the scrutiny of Local Strategic Partnerships.
- 3.12 Quarterly review meetings between O&S Chairmen, Vice Chairmen, Executive Members and Directors are taking place regularly for the Commission and the panels, with the exception of the Lifelong Learning and Children's Services O&S Panel whose first review meeting will be held in March. Agenda-setting meetings continue to be held, usually in combination with the review meetings.

Contact for further information

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OVERVIEW AND SCRUTINY WORKING GROUPS – 2007/08

Position at 20 February 2008

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	√	√	√	√	Completed – final report forwarded to Leader and Chief Executive.
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.
Scrutiny of Local Area Agreement Process (including O&S input into the draft LAA)	Edger (Lead), Beadsley & McLean	Victor Nicholls	Priya Patel/Katie Dover					Meeting held with Victor Nicholls, and input to LAA finalised. Scrutiny of LAA process to follow.

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	Mira Haynes	Andrea Carr	√				6 th meeting to consolidate information received and agree the way forward on 21 Feb 2008.
Care Homes	Browne (Lead), Baily & Blatchford	Glyn Jones	Andrea Carr					Visits to care homes / services have been held. 1 st meeting being arranged.
Social Care Modernisation Agenda	Leake (Lead), Mrs. Shillcock & Virgo	Zoë Johnstone	Andrea Carr	√				5 th meeting being held on 22 Feb to consolidate information received and agree the way forward
Supporting People	Mrs. Shillcock (Lead) & Browne	Stuart Mudie	Andrea Carr	√	Ongoing			Ongoing monitoring. Working Group has been invited to attend Supporting People Commissioning Board.

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 & Ms Healy (Warfield)	Steve Loudoun / Janet Dowlman	Andrea Carr	√				5 th meeting arranged for 4 March to possibly interview reps of SITA, Waitrose and the Executive Member. Some progress towards identifying findings has been made.
Street Cleaning / Street Scene	Finnie (Lead), Finch, Mrs. McCracken, Leake (Binfield), Mrs. Thompson (Crowthorne), Mrs. Cupper (S'hurst), & Parks (Warfield)	Steve Loudoun	Andrea Carr	√				4 th meeting to take place on 8 April to consolidate information received and agree the way forward.

Community Arts Development Plan	Mrs. Fleming, McLean & Finnie	Helen Tranter	Andrea Carr					Head of Culture & Visual Environment to progress the Plan shortly.
Road Accidents	Finch (Lead) Virgo Mrs. McCracken & McLean. Richard Owen, Thames Valley Safer Roads Partnership	Roger Cook	Richard Beaumont	√				Third meeting held on 11/2/08. Information gathering complete and conclusions being prepared.

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 awaiting Cllr Leake's confirm				Met on 4 Oct and 1 st Nov 2007 Awaiting date for next meeting
Health and Wellbeing Strategy	Leake (Lead), Thompson, Virgo	Victor Nicholls	Richard Beaumont	√	√	√	√	Completed - Draft report adopted by O&SC on 22

								November and Health Panel on 6 December
Extended Services & Children's Centres (Joint with LL&CS OSP)	Leake (Lead), Mrs. Birch, Mrs. Angell, Mrs. McCracken, Burrows, Beadsley	Graham Symonds / Karen Frost	Katie Dover	WGp agreed scope Cllr Leake to confirm				Met 18 Sept, 5 Nov & 3 rd Dec 2007 9 th and 16 th Jan and 7 th Feb 2008. Met a variety of key people. A series of visits to ASGs & Childrens Centres arranged. Will also visit primary schools.

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 held in Dec at WAM. Cllr Leake to meet with them to discuss scope and progress
Annual Health Check	All committee members allowed to contribute		Katie Dover					Meeting on 6 th March

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	√				Working Group have met on 3 occasions and visited Brakenhale School & Garth Hill College. Visits to primary schools and meeting to interview EAL Specialist & Language Support teachers being arranged for March 2008.
Extended Schools & Children's Centres (Jointly with HO&SP)	See Health O&S Panel							