

# Individual Decision

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The attached report will be taken as  
Individual Portfolio Member Decision on:

**Thursday, 25th April, 2013**

<b>Ref:</b>	<b>Title</b>	<b>Portfolio Member</b>	<b>Page No.</b>
ID2616	<b>West Berkshire Forward Plan - June 2013 to September 2013</b>	Councillor Gordon Lundie	1 - 16



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## Individual Executive Member Decision

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<b>Title of Report:</b>	<b>West Berkshire Council Forward Plan - 01 June 2013 to 30 September 2013</b>
<b>Report to be considered by:</b>	Individual Executive Member Decision
<b>Date on which Decision is to be taken:</b>	25 April 2013
<b>Forward Plan Ref:</b>	ID2616

**Purpose of Report:** To advise Members and residents of key decisions to be considered by West Berkshire Council over the next 4 months.

**Recommended Action:** That the Leader of the Council agrees and where appropriate amends the West Berkshire Council Forward Plan.

**Reason for decision to be taken:** It is a statutory requirement that a Forward Plan be produced.

**Other options considered:** Not applicable.

**Key background documentation:** Forward Plan.

Portfolio Member Details	
<b>Name &amp; Telephone No.:</b>	Councillor Gordon Lundie
<b>E-mail Address:</b>	<a href="mailto:glundie@westberks.gov.uk">glundie@westberks.gov.uk</a>

Contact Officer Details	
<b>Name:</b>	Moira Fraser
<b>Job Title:</b>	Democratic Services Manager
<b>Tel. No.:</b>	01635 519045
<b>E-mail Address:</b>	<a href="mailto:mfraser@westberks.gov.uk">mfraser@westberks.gov.uk</a>

## Implications

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<b>Policy:</b>	The Forward Plan details the Policies to be adopted by West Berkshire Council.
<b>Financial:</b>	The Forward Plan has no financial implications.
<b>Personnel:</b>	The Forward Plan has no personnel implications.
<b>Legal/Procurement:</b>	The Forward Plan has no legal or procurement implications.
<b>Environmental:</b>	The Forward Plan has no environmental implications.
<b>Property:</b>	The Forward Plan has no property implications.
<b>Risk Management:</b>	The Forward Plan has no risk management implications.

Is this item relevant to equality?	Please tick relevant boxes		Yes	No
Does the policy affect service users, employees or the wider community and:				
• Is it likely to affect people with particular protected characteristics differently?			<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Is it a major policy, significantly affecting how functions are delivered?			<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Will the policy have a significant impact on how other organisations operate in terms of equality?			<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Does the policy relate to functions that engagement has identified as being important to people with particular protected characteristics?			<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Does the policy relate to an area with known inequalities?			<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Outcome</b> (Where one or more 'Yes' boxes are ticked, the item is relevant to equality)				
Relevant to equality - Complete an EIA available at <a href="http://www.westberks.gov.uk/eia">www.westberks.gov.uk/eia</a>			<input type="checkbox"/>	<input type="checkbox"/>
Not relevant to equality			<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Consultation Responses

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### Members:

<b>Leader of Council:</b>	Councillor Gordon Lundie
<b>Overview &amp; Scrutiny Management Commission Chairman:</b>	Councillor Brian Bedwell at OSMC
<b>Ward Members:</b>	All Members.
<b>Opposition Spokesperson:</b>	Councillor Jeff Brooks at OSMC

**Local Stakeholders:** The West Berkshire Forward Plan will be published the first working day after the Individual Decision is signed.

**Officers Consulted:** Nick Carter, John Ashworth, Rachael Wardell, Heads of Service, Group Executives.

**Trade Union:** Not sought.

<b>Is this item subject to call-in?</b>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
If not subject to call-in please put a cross in the appropriate box:		
The item is due to be referred to Council for final approval	<input type="checkbox"/>	
Delays in implementation could have serious financial implications for the Council	<input type="checkbox"/>	
Delays in implementation could compromise the Council's position	<input checked="" type="checkbox"/>	
Considered or reviewed by Overview and Scrutiny Management Commission or associated Task Groups within preceding six months	<input checked="" type="checkbox"/>	
Item is Urgent Key Decision	<input type="checkbox"/>	
Report is to note only	<input type="checkbox"/>	

## Supporting Information

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### 1. Background

- 1.1 West Berkshire Council's Forward Plan, which is published monthly, sets out the key decisions that the Executive (either collectively or by Individual Executive Members) are expected to take over the next four months.
- 1.2 Key decisions are defined by the Government (Regulation 8 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2001) as:
- (i) Those which result in the Local Authority incurring expenditure which is, or the making of savings which are, significant having regard to the Local Authority's budget for the service or function to which the decision is related.
  - (ii) Those which are significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the Local Authority.
- 1.3 The introduction of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in September 2012 replaced the 2000 Executive Access to Information Regulations. As a consequence a requirement to publish a rolling forward plan at least 14 days before the start of each month has been replaced by a requirement to publish 28 clear days' notice of any intended key decision. It should be noted that "clear days" means working days, from midnight to midnight, and excludes weekends and public holidays, so 28 clear days equates to around 5½ normal weeks.
- 1.4 On occasions, however, situations may arise where an urgent decision needs to be made in respect of an item that does not appear on the Forward Plan. There are two different ways in which this can be done:
- (i) the authority can take an urgent key decision without giving 28 days' notice where it is impracticable to give the full notice, provided that the authority gives at least five days' clear notice to all Members of the Overview and Scrutiny Management Commission, which can then call in the decision to check that it was genuinely urgent; or
  - (ii) where a key decision is so urgent there is not even time to give five clear days' notice, the authority can take the decision if the Chairman of the Overview and Scrutiny Management Commission has agreed that the key decision is urgent and cannot reasonably be deferred.
- 1.5 In addition The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 have introduced an entirely new requirement for the Council to publish 28 clear days' notice of the intention to hold a private meeting (or part of a meeting) of the Executive. This 28 day notice must be reinforced by a five day notice which sets out the reasons for the meeting to be held in private, details of any propositions received as to why the meeting should be open, and the Council's response. The response will be provided by the Monitoring Officer. The regulations again provide for an urgency procedure, under which the Council can decide the matter with shorter than 28 or five days' notice, provided that it has first obtained the consent of the Chairman of the Overview and Scrutiny Management Commission.

- 1.6 There are currently no confidential items scheduled for the 20 June 2013 Executive.
- 1.7 Details of decisions that Full Council, the Governance and Audit Committee and the Personnel Committee are going to take are also included for ease of reference. It should, however, be noted that the new requirements only apply to Executive meetings.
- 1.8 The Work Programme of the Overview and Scrutiny Management Commission and its Sub-Committees is attached as a separate document.
- 1.9 Publication of the Forward Plan remains a statutory requirement of the Local Authority. The Forward Plan, any General Exception Decision Notices and Notices of Private Decisions have to be available for inspection and also have to be published on the Council's website.

## **Appendices**

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Appendix A – West Berkshire Council Forward Plan – 01 June 2013 to 30 September 2013

Appendix B – Overview and Scrutiny Management Commission and Sub-Committees Work Programme.

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# West Berkshire Council Forward Plan

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# West Berkshire Council Forward Plan – 01 June 2013 to 30 September 2013

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Porfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
<b>JUNE 2013</b>											
ID2629	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/06/13	Resources	Jo Naylor	Partnerships, Equality, The Visions, Communities, Emergency Planning		TBC	Local Members and Stakeholders		June 2013
ID2607	<b>Parking Amendment No.13</b> <i>To consider the responses received during statutory consultation.</i>	ID	03/06/13	Environment	Andrew Garratt	Planning, Property, Highways, Transport		24/05/13	Statutory consultees, general public, Parish Council and Ward members		June 2013
ID2676	<b>Proposal to consult on the development of additional Resourced Provision for Children and Young People (CYP) with Autistic Spectrum Disorder (ASD)</b> <i>To seek permission to consult on the development of additional Resourced Provision for CYP with ASD in Primary and Secondary Phases.</i>	ID	03/06/13	Communities	Rhian Ireland	Children & Young People, Education, Youth Service		24/05/13			June 2013
ID2618	<b>West Berkshire Forward Plan – 01 August to 30 November 2013</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	20/06/13	Resources	Moira Fraser	Leader of Council		12/06/13	Corporate Directors, Heads of Services, Overview and Scrutiny Management Commission	Not subject to call-in	June 2013

The items included in the Forward Plan were correct at the time of publication. The Forward Plan may, however, change and you are advised to contact Moira Fraser – Tel: 01635 519045 or e-mail: [mfraser@westberks.gov.uk](mailto:mfraser@westberks.gov.uk) to confirm the contents of any agenda before attending a meeting.  
**Executive decisions may be taken by the Executive acting as a collective body or by officers acting under delegated powers.**

<b>KEY:</b>	
ID =	Individual Executive Member Decision
EX =	Executive
C =	Council
GA =	Governance & Audit Committee
S =	Standards Committee
PC =	Personnel Committee

# West Berkshire Council Forward Plan – 01 June 2013 to 30 September 2013

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Porfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
EX2532	<b>Financial Performance Report Year End</b> <i>To inform Members of the latest financial performance of the Council.</i>	EX	20/06/13 EX	Resources	Melanie Ellis	Finance, Economic Development, Health & Safety, Pensions, Human Resources		12/06/13			June 2013
EX2677	<b>London Road Industrial Estate (LRIE) Strutt &amp; Parker Market Report</b> <i>To present Strutt &amp; Parker's Market Report to indicate the level of positive developer interest in the LRIE and seek the Executive's authority to begin the process of procuring an appropriate development partner for the LRIE redevelopment.</i>	EX	20/06/13 EX	Communities	Bill Bagnell	Partnerships, Equality, The Visions, Communities, Emergency Planning		12/06/13			June 2013
C2585	<b>Community Infrastructure Levy - Draft Charging Schedule</b> <i>To consider and approve the Draft Charging Schedule for public consultation.</i>	C	TBC	Environment	Caroline Walsh	Planning, Property, Highways, Transport		TBC			June 2013
C2586	<b>Supplementary Planning Document for Developer Contributions - Adoption of updated Topic Papers</b> <i>To adopt the updated Developer Contributions Supplementary Planning Document.</i>	C	TBC	Environment	Caroline Walsh	Planning, Property, Highways, Transport		TBC			June 2013
C2599	<b>Greenham Control Tower</b> <i>To report back on the deliberations of the Planning Policy Task Group following the referral of a motion to the group at Full Council on the 13 December 2012.</i>	C	TBC	Environment	Gary Lugg	Planning, Property, Highways, Transport		TBC	Planning Policy Task Group		June 2013

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C2600	<b>GAMA Site</b> <i>To report back on the deliberations of the Planning Policy Task Group following the referral of a motion to the group at Full Council on the 13 December 2012.</i>	C	TBC	Environment	Steve Broughton	Planning, Property, Highways, Transport		TBC	Planning Policy Task Group		June 2013
C2650	<b>Compton Institute for Animal Health Supplementary Planning Document (SPD)</b> <i>To adopt the SPD.</i>	C	TBC	Environment	Sarah McCulloch	Planning, Property, Highways, Transport		TBC			June 2013
C2675	<b>Sandleford Park Supplementary Planning Document</b> <i>To adopt the Supplementary Planning Document.</i>	C	TBC	Environment	Liz Alexander	Planning, Property, Highways, Transport		TBC			June 2013
<b>JULY 2013</b>											
ID2667	<b>SEN &amp; Disability Strategy 2013 - 2016</b> <i>To seek approval of the draft SEN &amp; Disability Strategy 2013 – 2016.</i>	ID	01/07/13	Communities	Jane Seymour	Children and Young People, Education, Youth Service		12/06/13			July 2013
ID2660	<b>Speed Limit Review – May 2013</b> <i>To approve the statutory consultation for altering the speed limit on a number of roads following a meeting of the Speed Limit Task Group.</i>	ID	01/07/13	Environment	Andrew Garratt	Planning, Property, Highways, Transport					July 2013
ID2630	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/07/13	Resources	Jo Naylor	Partnerships, Equality, The Visions, Communities, Emergency Planning		TBC	Local Members and Stakeholders		July 2013

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ID2663	<b>Community Care (Adult Social Care) Compliments and Complaints Report</b> <i>To outline the approach to handling complaints for Adult Social Care and to provide information about the number and type of complaints within Community Care (Adult Social Care). To highlight the number and nature of compliments received from April 2012 to March 2013. To illustrate how complaints and compliments are logged and monitored, and review the actions taken as a result of the lessons learned.</i>	ID	01/07/13	Communities	Mary Page	Community Care, Insurance					July 2013
ID2619	<b>West Berkshire Forward Plan – 01 September to 31 December 2013</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	25/07/13	Resources	Moira Fraser	Leader of Council		17/07/13	Corporate Directors, Heads of Services, Overview and Scrutiny Management Commission	Not subject to call-in	July 2013
GA2678	<b>Internal Audit - Workplan for 13-14</b> <i>To outline the proposed work programme for internal audit for the coming year.</i>	GA	08/07/13	Resources	Ian Priestley	Finance, Pensions, Economic Development, Health & Safety, HR					July 2013

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EX2538	<b>Key Accountable Measures and Activities 2012/13. Update on progress: Q4 outturns</b> <i>To report on quarter four outturns against the key accountable measures and activities contained in the 2012/13 Council performance framework.</i>	EX	25/07/13 EX	Resources	Jason Teal	Council Strategy and Performance, Housing, ICT, Corporate Services, Strategic Support, Legal					July 2013
<b>AUGUST 2013</b>											
ID2631	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/08/13	Resources	Jo Naylor	Partnerships, Equality, The Visions, Communities, Emergency Planning		TBC	Local Members and Stakeholders		August 2013
ID2620	<b>West Berkshire Forward Plan – 01 October 2013 to 31 January 2014</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	22/08/13	Resources	Moira Fraser	Leader of Council		14/08/13	Corporate Directors, Heads of Services, Overview and Scrutiny Management Commission	Not subject to call-in	August 2013
<b>SEPTEMBER 2013</b>											
ID2632	<b>Adoption of Parish Plans</b> <i>To adopt Parish Plans.</i>	ID	01/09/13	Resources	Jo Naylor	Partnerships, Equality, The Visions, Communities, Emergency Planning		TBC	Local Members and Stakeholders		September 2013

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ID2621	<b>West Berkshire Forward Plan – 01 November 2013 to 28 February 2014</b> <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	12/09/13	Resources	Moira Fraser	Leader of Council		04/09/13	Corporate Directors, Heads of Services, Overview and Scrutiny Management Commission	Not subject to call-in	September 2013
GA2559	<b>Review of the Council's Bribery Policy</b> <i>In accordance with the recommendation of the Governance and Audit Committee to revisit the Council's Bribery Policy adopted on the 10 September 2012 to ensure that it is fit for purpose.</i>	GA	02/09/13 GA	Resources	Ian Priestley						September 2013
EX2645	<b>Treasury Management Annual Report 2012-13</b> <i>To inform Members of the previous year's treasury management activities and the performance of the Council's investments.</i>	EX	05/09/13 EX	Resources	Gabrielle Esplin	Finance, Economic Development, Health & Safety, Pensions		28/08/13			September 2013
EX2646	<b>Key Accountable Measures and Activities 2013/14. Update on progress: Q1 outturns</b> <i>To report Quarter 1 progress against the key accountable measures and activities for West Berkshire Council for 2013/14 and to report by exception those measures/activities not achieved/expected to be achieved and cite remedial action that is being taken.</i>	EX	05/09/13 EX	Resources	Jason Teal	Council Strategy and Performance, Housing, ICT, Corporate Services, Strategic Support, Legal					September 2013
EX2668	<b>Financial Performance Report - Q1 of 2013/14</b> <i>To inform Members of the latest financial performance of the Council.</i>	EX	05/09/13 EX	Resources	Melanie Ellis	Finance, Pensions, Economic Development, Health & Safety, HR					September 2013

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# OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2012/13

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/11/105	<b>Dignity and Nutrition – CQC Standards</b> To review the standards of dignity and nutrition in local hospitals - survey evidence to be provided by West Berkshire LINK (HealthWatch).	To survey and hold focus groups detailing information		HSP	Start: July 2011 End: March 2013	LINK, Age UK	Cllr Graham Jones	In Progress	Additional survey of the Royal Berkshire Hospital outpatients being undertaken in October 2012. Update from LINKs required at March 2013 meeting.
OSMC/11/107	<b>Update on the Health Service in West Berkshire</b>	To update members on the changes to Health Service in West Berkshire	Monitoring item	HSP	Ongoing	Julie Curtis - Interim Director Joint Commissioning	Cllr Graham Jones	In Progress	Julie Curtis to be contacted about attendance at the next meeting.
OSMC/11/119	<b>Continuing Healthcare (CHC)</b> assess the effect of the CHC operations policy and procedures in practise	In meeting review		HSP	Start: March 2013 End: March 2013	Jan Evans – 2736 Adult Social Care	Cllr Graham Jones	In Progress	Monitoring of the CHC independent review action plan. Update against actions required at next meeting.
OSMC/12/122	<b>Home Care</b> To understand and critically appraise the processes in place for the provision of Home Care.	TBD		HSP	Start: Oct 2013 End: Oct 2013	Jan Evans–2736 Adult Social Care	Councillor Joe Mooney	In Progress	Established within the ASC Efficiency programme with a review of inhouse service and a new procurement mechanism for external domiciliary care - to be reviewed in Oct 2013
OSMC/12/133	<b>PCT Quality Handover</b> To examine the PCT's arrangements for the handover of its quality responsibilities to Clinical Commissioning Groups	In meeting review	Members satisfied with arrangements	HSP	Start: March 2013 End: March 2013	Sam Otoropec, PCT	Cllr Graham Jones		
OSMC/12/143	<b>Adult Social Care Eligibility Criteria</b> To conduct a review of the Council's Fair Access to Care Services policy			HSP	Start: December 2012 End: Summer 2013	Jan Evans–2736 Adult Social Care	Councillor Joe Mooney	In Progress	Terms of Reference for the review agreed to take place across five sessions.
OSMC/09/02	<b>Performance Report for Level One Indicators</b> To monitor quarterly the performance levels across the Council and to consider, where appropriate, any remedial action.	In meeting review with information supplied by, and questioning of, lead officers.	Monitoring item	OSMC	Start: each Q End:	Jason Teal – 2102 Policy & Communication	Councillor Roger Croft	In Progress	Quarterly item.
OSMC/11/129	<b>Housing Allocations policy</b> To contribute to the development of a new policy	In meeting policy development supported by task group and individual Member activity.		OSMC	Finish August 2013	Mel Brain - 2403 Social Care Commissioning and Housing	Councillor Roger Croft	In Progress	- Added to work programme at the 10 January 2012 meeting, following a suggestion by Corporate Board - Following consultation exercise by Housing Service, expected to return to OSMC in mid 2013
OSMC/12/130	<b>Consultation</b> The effectiveness of consultation undertaken by the Council	Task group review with information supplied by, and questioning of, lead officers and external partners.		OSMC	Start: TBD End: TBD	Jason Teal – 2102 Strategic Support	Councillor Roger Croft	To be scheduled	item incorporated at OSMC meeting of 2012-04-17

# OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2012/13

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/12/135	<b>Annual target setting</b> To examine the annual targets being set for 2013/14.	Task group working directly with PM officers	Annually recurring	OSMC	Start: End:	Jason Teal – 2102 Strategic Support	Councillor Roger Croft	In Progress	Independent work, unsupported by scrutiny officers. Output directly for consideration in the following year's Council Plan.
OSMC/12/139	<b>Schools and early years</b> To contribute to the development of the strategy for managing school organisation that ensures there are sufficient school places and in the right locations to meet demand	In meeting review		OSMC	Start: 21 May 2013 End: 21 May 2013	Ian Pearson - 2729 Head of Education	Councillor Irene Neill	In Progress	Agreed at the meeting of 18 September 2012
OSMC/13/146	<b>Fire Service</b> To understand how the RBFRS provides cover for the West Berkshire area	In meeting review		OSMC	Start: End:		Councillor Graham Jones	To be scheduled	- item incorporated at OSMC meeting of 26/02/13
OSMC/13/147	<b>Welfare Reform</b> To understand the preparations for national Welfare Reform and consider any issues arising.	In meeting review		OSMC	Start: Early 2014 End: TBD	Sean Anderson - 2149 Head of Customer Services	Councillor Alan Law	Scheduled	- Item incorporated at OSMC meeting of 16/04/13 - Schedule for early 2014
OSMC/09/57	<b>Revenue and capital budget reports</b> To receive the latest period revenue and capital budget reports To consider any areas of concern.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMWG	Latest report to each meeting	Andy Walker – 2433 Finance	Councillor Alan Law	In Progress	May lead to areas for in depth review.
OSMC/11/110	<b>Energy Saving</b> To review the Council's policies and procedures for Energy Saving.	In a meeting review the Council's procedures to Energy Saving		RMWG	Start: April 2014 End: April 2014	Adrian Slaughter	Councillor Hilary Cole	Complete	Completed in April 2012. Review to be undertaken in April 2014.
OSMC/11/111	<b>Risk Register</b> To scrutinise individual items on the Risk Register on an annual basis. <i>Annual recurrence</i>	In meeting review and scrutinise individual items on Risk Register.	Monitoring item	RMWG	Start: TBD End: TBD	Ian Priestley	Councillor Roger Croft	To be scheduled	Annual Item for November
OSMC/11/112	<b>Medium Term Financial Strategy</b> To review the role and format of the MTFS <i>Annual recurrence</i>	In meeting review of the MTFS		RMWG	Start: Oct 2013 End: Oct 2013	Andy Walker	Councillor Alan Law		Annual item for October
OSMC/11/113	<b>Procedures for Blue Badge Holder</b> To review the operation of the new procedures, criteria and rules of use for Blue Badge holders following the introduction of them in January 2012	In meeting review.		RMWG	Start: 12 Mar 2013 End: 12 Mar 2013	Mark Edwards	Councillor Keith Chopping	In Progress	Requested by RMWG on 26 July 2011. Update received Mar 2013. Final update required after full year in operation (April 2013)
OSMC/12/144	<b>Shaw House</b> To understand the utilisation and income generated	in meeting review		RMWG	Start: Mar 2013 End: Mar 2013	Steve Broughton - 2837 Head of Culture & Environmental Protection	Councillor Hilary Cole	Scheduled	Item incorporated at OSMC meeting of 11/12/12. Discussed at RMWG March 2013



# OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2012/13

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
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**Key:**

- OSMC      Overview and Scrutiny Management Commission
- RMWG     Resource Management Working Group
- HSP      Health Scrutiny Panel

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