

Notice of Meeting



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Overview and Scrutiny Management Commission

Tuesday, 6th October, 2020 at 6.30 pm

This meeting will be held in a virtual format in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020

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WestBerkshire
C O U N C I L

Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 6 October 2020 *(continued)*

Date of despatch of Agenda: Monday, 28 September 2020

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Gordon Oliver / James Townsend on (01635) 519486 / 503605

e-mail: gordon.oliver1@westberks.gov.uk / james.townsend1@westberks.gov.uk

Further information and Minutes are also available on the Council's website at www.westberks.gov.uk



Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 6 October 2020 (continued)

- To:** Councillors Jeff Brooks, James Cole, Lee Dillon (Vice-Chairman), Gareth Hurley, Alan Law (Chairman), Thomas Marino, Steve Masters, Gordon Oliver, Garth Simpson and Tony Vickers
- Substitutes:** Councillors Adrian Abbs, Peter Argyle, Jeremy Cottam, Carolyne Culver, Owen Jeffery, David Marsh, Claire Rowles and Andrew Williamson
- Other Officers & Members invited:** Nick Carter, Gordon Oliver, James Townsend Catalin Bogos, Joseph Holmes, Pete Campbell, Gary Lugg, Sarah Clarke, Kevin Griffin and Phil Rumens.

Agenda

Part I	Page No.
1. Apologies for Absence To receive apologies for inability to attend the meeting (if any).	
2. Minutes To approve as a correct record the Minutes of the meeting of the Commission held on 28 July 2020.	7 - 14
3. Declarations of Interest To remind Members of the need to record the existence and nature of any personal, disclosable pecuniary or other registrable interests in items on the agenda, in accordance with the Members' Code of Conduct .	
4. Petitions To consider any petitions requiring an Officer response.	
5. Actions from previous Minutes To receive an update on actions following the previous Commission meeting.	15 - 16
6. ICT / Digital Transformation Task Group Report <i>Purpose: To outline to OSMC the work undertaken by the task group created to review the ICT / Digitisation Strategy and the Corporate Digitisation Programme.</i>	17 - 28
7. Shared Services Report <i>Purpose: To report on the Council's existing shared services agreements and provoke discussions on whether any other Council services should be shared with other authorities.</i>	29 - 60



Standing Items

8. **2020/21 Performance Report - Quarter One** 61 - 96
Purpose: To provide assurance that the core business and council priorities for improvement measures (Council Strategy 2019-2023) are being managed effectively. To highlight successes and where performance has fallen below the expected level, present information on the remedial action taken, and the impact of that action.
9. **2020/21 Revenue Financial Performance Report Quarter One** 97 - 110
Purpose: To report on the in-year financial performance of the Council's revenue budgets.
10. **2020/21 Capital Financial Performance Report Quarter One** 111 - 118
Purpose: The financial performance report provided to Members on a quarterly basis reports on the under or over spends against the Council's approved capital budget. This report presents the Quarter One financial position.
11. **West Berkshire Council Forward Plan 6 October 2020 to 31 January 2021** 119 - 120
Purpose: To advise the Commission of items to be considered by West Berkshire Council from 6 October 2020 to 31 January 2021 and decide whether to review any of the proposed items prior to the meeting indicated in the Plan.
12. **Exclusion of Press and Public**
RECOMMENDATION: That members of the press and public be excluded from the meeting during consideration of the following items as it is likely that there would be disclosure of exempt information of the description contained in the paragraphs of Schedule 12A of the Local Government Act 1972 specified in brackets in the heading of each item.
[Rule 8.10.4 of the Constitution also refers.](#)

Sarah Clarke
Service Director Strategy and Commissioning

If you require this information in a different format or translation, please contact Moira Fraser on telephone (01635) 519045.

