

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2011/12

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/09/57	Revenue and capital budget reports To receive the latest period revenue and capital budget reports To consider any areas of concern.	Information supplied by, and questioning of, lead officer	Monitoring item	RMWG	Start: 13/09/10 End: Each Quarter	Andy Walker – 2433 Finance	Councillor Keith Chopping	In Progress	May lead to areas for in depth review.
OSMC/09/63	Establishment Reports To receive the latest report on the changes to the Council's establishment.	Information supplied by, and questioning of, lead officer via in meeting	Monitoring item	RMWG	Start: 13/09/10 End: Each Quarter	Robert O'Reilly – 2358 Human Resources	Councillor Anthony Stansfeld	In Progress	May lead to areas for in depth review.
OSMC/11/98	Legal and Electoral Services Budget To discuss budget pressures within this service area.	In meeting review with information supplied by, and questioning		RMWG	Start: June 2011 End: Sep 2011	David Holling Legal & Electoral Services	Councillor Anthony Stansfeld	In Progress	Requested by RMSC on 14 December 2010.
OSMC/11/99	Highways Asset Management Plan To review the AMP and the highways land contained within it.	In meeting review with information supplied by, and questioning		RMWG	Start: July 2011 End: Jan 2012	Mark Edwards – 2208 Highways & Transport	Councillor David Betts	To be scheduled	Requested by RMSC on 14 December 2010.
OSMC/11/109	Timelord To receive an update on the Timelord changes following Phase 3.	In meeting review and update Members of the Timelord		RMWG	Start: July 2011 End: Sep 2011	Jackie Jordan	Councillor Pam Bale	In Progress	Requested by RMWG on 26 July 2011
OSMC/11/110	Energy Saving To review the Council's policies and procedures for Energy Saving.	In a meeting review the Council's procedures to Energy Saving		RMWG	Start: July 2011 End: Nov 2011	Adrian Slaughter	Councillor Hilary Cole	In Progress	Requested by RMWG on 26 July 2011.
OSMC/11/111	Risk Register To scrutinise individual items on the Risk Register.	In meeting review and scrutinise individual items on Risk		RMWG	Start: July 2011 End: On-going	Ian Priestley	Councillor David Betts	In Progress	Requested by RMWG on 26 July 2011
OSMC/11/112	Medium Term Financial Strategy To review the MTFs	In meeting review of the MTFs		RMWG	Start: July 2011 End: Nov 2011	Andy Walker	Councillor Keith Chopping	In Progress	Requested by RMWG on 26 July 2011

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OSMC/11/113	Procedures for Blue Badge Holder To review the procedures, criteria and rules of use for Blue Badge holders.	In meeting review.		RMWG	Start: July 2011 End: Nov 2011	Mark Edwards	Councillor David Betts	In Progress	Requested by RMWG on 26 July 2011
OSMC/11/116	Parkway To scrutinise the areas of car parking and affordable housing allocated under the Parkway development	In meeting review.		RMWG	Start Nov 2011 End TBC	David Holling Legal & Electoral Services	Cllr Pam Bale		

Key:

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

Scheduled Meetings Dates

20/09/2011	01/11/2011	10/01/2012	21/02/2012	17/04/2012	29/05/2012
04/10/2011	17/01/2012	27/03/2012			
27/09/2011	08/11/2011	17/01/2012	28/02/2012	24/04/2012	

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OSMC/11/102	Planning Performance Indicator - affordable housing units To explore	In meeting review with information supplied by, and		OSMC	Start: 01/03/11 End: 28/06/11 OSMC	Gary Lugg – 2617 Planning and Countryside
OSMC/11/105	West Berkshire Council Preliminary Flood Risk Assessment	In meeting review with information supplied by, and		OSMC	Start: 01/03/11 End: 28/06/11 OSMC	Stuart Clark – 2857 Highways and Transport
OSMC/11/100	School Academies To review the effect of schools becoming Academies on the capacity of the LEA.	Task group review with information supplied by, and questioning of, lead officers and		Task Group	Start: 07/02/11 End: 30/06/11 OSMC 02/08/11	Ian Pearson – 2729 Education

Portfolio Holder(s)	Status: In Progress Complete	Comments
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Councillor Alan Law	Complete	Requested as part of the discussion on the Q2 performance report.
Councillor David Betts	Complete	
Councillor Irene Neill	complete d	Terms of Reference approved by OSMC on 18/01/11

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OSMC/11/101	The Budget Setting Process To review the process used for setting the Council's annual budget.	Information supplied by, and questioning of, lead officer via in meeting review		RMWG	Start: TBD End: TBD	Andy Walker – 2433 Finance	Councillor Keith Chopping
OSMC/11/103	Delayed discharges from hospital To determine the causes of delayed discharges from hospitals affecting West Berkshire	In meeting review with information supplied by, and questioning of, lead officers		HSP	Start: TBC End:	Chief Executive of the Royal Berkshire NHS Trust & Dev	Cllr Joe Mooney

Status: In Progress Comple	Comments
To be scheduled	Removed from the work programme at OSMC meeting 28 June 11
To be scheduled	