

## 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:		Comments
								In Progress	Completed	
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: OSMC 01/11/11	Jason Teal – 2102 Policy & Communication	Councillor Anthony Stansfeld	In Progress		Quarterly item.
OSMC/10/78	<b>Examination of facilities in place for younger people</b>	By Task Group - Information supplied by, and questioning of, lead officers.		OSMC	Start: 20/09/11 End: 21/02/12 OSMC 21/02/12	Julia Waldman – 2815 Children and Young People	Councillor Irene Neill	In Progress		
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	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	<b>Establishment Reports</b> To receive the latest report on the changes to the Council's establishment.	Information supplied by, and questioning of, lead officer via in meeting review	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/11/99	<b>Highways Asset Management Plan</b> To review the AMP and the highways land contained within it.	In meeting review with information supplied by, and questioning of, lead officers.		RMWG	Start: Jan 2012 End: TBC	Mark Edwards – 2208 Highways & Transport	Councillor David Betts	To be scheduled		Member training will take place before Jan 2012 date tbc.
OSMC/11/102	<b>Day Centres</b> To examine the provision of day centres across the District.	Task group review with information supplied by, and questioning of, lead officers and external partners.		HSP	Start: 20/09/11 End: TBD	Jan Evans – 2736 Adult Social Care	Councillor Joe Mooney	To be scheduled		Invite officers to September meeting of OSMC User experiences 01/11/11
OSMC/11/103	<b>Olympics and Diamond Jubilee Events 2012.</b> To review and monitor events in West Berkshire	In meeting review.		OSMC	Update 1: 2/12 Update 2: 5/12	David Appleton 2578 Culture & Youth	Carol Jackson-Doerge			Updates following briefing in November 2011.
OSMC/11/104	<b>Anti-Child Poverty Strategy</b>	To monitor the strategy	Monitoring item	HSP	Start: On-going End: April 2012	Julia Waldman – 2815 Children and Young People	Cllr Irene Neill	In Progress		

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OSMC/11/105	<b>Dignity and Nutrition – Hospitals</b> To review the Care Quality Commission report on Dignity and Nutrition - Hospitals	To survey and hold focus groups detailing information		HSP	Start: July 2011 End: 2012	Nigel Owen, West Berkshire LINK, Age UK	Cllr Joe Mooney	In Progress	
OSMC/11/106	<b>Update on the Health and Wellbeing Board</b> To receive updates from the Health and Wellbeing Board	To update members on Health and Wellbeing Board	Monitoring item	HSP	Ongoing	Teresa Bell/June Graves	Cllr Joe Mooney	In Progress	
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	Bev Searle - Director Joint Partnerships and Commissioning	Cllr Joe Mooney	In Progress	
OSMC/11/108	<b>Six lives report</b> To receive updates on progress of Six Lives report	Investigate NHS improvements since the six lives report		HSP	Start: Oct 2011 End: 2012	Alison Love, Nigel Owen, Teresa Bell	Cllr Joe Mooney	In Progress	
OSMC/11/109	<b>Timelord</b> To receive an update on the Timelord changes following Phase 3 post implementation.	In meeting review and update Members of the Timelord Phase 3 development		RMWG	Start: Jan 2012 End:	Jackie Jordan	Councillor Pam Bale	In Progress	the Closure Report to Timelord Programme Board in late November
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: July 2011 End: Nov 2011	Adrian Slaughter	Councillor Hilary Cole	In Progress	Requested by RMWG on 26 July 2011.
OSMC/11/111	<b>Risk Register</b> To scrutinise individual items on the Risk Register on an annual basis.	In meeting review and scrutinise individual items on Risk Register.	Monitoring item	RMWG	Ongoing	Ian Priestley	Councillor David Betts	In Progress	Next request Sept 2012
OSMC/11/112	<b>Medium Term Financial Strategy</b> 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
OSMC/11/113	<b>Procedures for Blue Badge Holder</b> 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

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OSMC/11/114	<b>GP Commissioning</b> To scrutinise the arrangements in the East of West Berkshire concerning GP Commissioning	In meeting review.		HSP	Start: Oct 2011 End:	June Graves, Bev Searle	Cllr Joe Mooney	In Progress	
OSMC/11/116	<b>Parkway</b> To scrutinise the financial arrangements for car parking and affordable housing allocated under the Parkway development	In meeting review.		RMWG	Start Nov 2011 End TBC	Nick Carter CEO David Holling Legal & Electoral Services Andy Walker Finance	Cllr Pam Bale		Newbury Town Centre Task Group to be asked to review and report back on the opening months operation of Parkway Centre by April 2012
OSMC/11/117	<b>Managed Vacany Factor (MVF)</b>	In meeting review.		RMWG	Start Jan 2012 End TBC	Robert O'Reilly HR	Councillor Anthony Stansfeld		
OSMC/11/118	<b>Planning</b> To understand in greater depth the factors affecting the performance of the Planning Service	In meeting review.		OSMC	Start Nov 2012	Gary Lugg - 2617 Planning Service	Councillor Alan Law		Update following a similar Item in November 2011
OSMC/11/119	<b>Continuing Healthcare (CHC)</b> To examine the operation of the NHS CHC scheme in the NHS Berkshire West area	In meeting review.		HSP	Jan-12	Jan Evans – 2736 Adult Social Care	Councillor Joe Mooney		
OSMC/11/120	<b>Potholes</b> To examine the methodology in operation for the repair of pot holes	Task group review with information supplied by, and questioning of, lead officers and		OSMC	Feb-12	Mark Edwards – 2208 Highways & Transport	Councillor David Betts		

**Key:**

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

**Scheduled meeting dates**

10/01/12	21/02/12	17/04/12	29/05/12
06/12/11	17/01/12	27/03/12	
17/01/12	28/02/12	24/04/12	