

Review title	Recommendation	Date Agreed by OSMC	Date Adopted by Executive	Link to Exec Report	Update	Implemented within 12 months?
Facilities Available for Young People	a. The Executive Member for Children and Young People and Youth Service should work, including through the networks available to Elected Members, to encourage schools to enable community groups to access the use of their facilities	17/04/12	19/07/12		The Portfolio Holder for Children and Young People has requested that members of the School Standards and Effectiveness Panel ask about the community use of buildings when visiting schools. The use of these public facilities is to be encouraged, but not at the expense of income for other community venues.	Yes
	b. The Executive Member for Finance, Property and Health and Safety should take steps to allow and promote the use of Council property by community groups. This should include through tenancy agreements for let assets.	17/04/12	19/07/12		<p>The 2013 Asset Management Plan was drafted in November 2012 as planned and the final version was approved by full Council on the 5th March 2013. The principles of the plan include:</p> <ul style="list-style-type: none"> - facilitating the use of the Council's property assets to support the key objectives in the Council Strategy (including protecting the vulnerable and promoting a vibrant district) - and promoting property based partnerships with other organisations including community groups. <p>One of the key tasks for the Asset Management Group for 2013 is to review the current use of the Council's assets, to assess the extent to which these support the implementation of the Council Plan and, where appropriate to seek alternative uses for those which do not. Alternative uses could include:</p> <ul style="list-style-type: none"> - sale of surplus assets to generate capital funds for reinvestment in Council and community based services - transfer to another Council service where it is needed to help deliver one of the Council ' s key strategic priorities - transfer by sale or lease to a community or other not for profit organisation who will help to support one of the Council ' s key st <p>The plan also includes a draft Community Asset Transfer Policy</p> <p>Examples of work to promote community use over the last year include:</p> <ul style="list-style-type: none"> - Greenham Community Centre was transferred to Greenham Common Trust for community use. - The Hungerford Community Centre at John O ' Gaunt school is let to Hungerford Town Council. - Discussions have started with Greenham Parish Council about the Diamond Project portakabin at John W Mello playing fields. 	On Track
	c. The Executive Member for Partnerships, Equality, the Visions and Communities should encourage town and parish councils to allow the use of their property by community groups.	17/04/12	19/07/12		This aspect of community building use will be further promoted to all town and parish councils at the forthcoming Community Planning Conference planned for September 2013. Many town and parish council owned village halls already encourage greater use of these buildings by offering discounted rates to community groups.	On Track
	d. The Executive Member for Highways, Transport (Operational), ICT and Customer Services should critically examine the opportunities for the Council to allow the public use of the Council's own transport fleet, particularly in locations where there is an expressed need for community transport, working to remove bureaucratic burdens and obstacles where they exist.	17/04/12	No			
	e. The Executive Member for Highways, Transport (Operational), ICT, Customer Services should introduce a mechanism to assess the extent to which Council transport assets are being utilised by community groups.	17/04/12	No			

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	f. The Executive Member for the Environment, "Cleaner Greener", Public Protection, Culture and Leisure should identify measures to encourage and increase the use by community groups of the Council's leisure facilities, for example sports and leisure centres.	17/04/12	19/07/12	http://decisionmaking.westberks.gov.uk/eListDocuments.aspx?CId=117&MId=1826&Ver=4	Parkwood Community Leisure remain active in promoting the centres and their activity programmes and Adventure Dolphin has published a programme for 2013/14. The evidence of improvement will be collated after the achievement date of 31/03/2013 but indications based on performance to end of January 2013 are that the Leisure Contract is currently 10.29% against the same period in 2011/12. Adventure Dolphin is on target to establish a baseline of @ 25,000 recorded attendances by the end of the recording period. It looks very likely that the Duke of Edinburgh Award scheme will achieve 1000 new applicants on to the Award programme this year which will be the best year ever.	Yes
	g. When considering change of use applications by and for community groups, the Executive Member for Planning and Housing should ensure that planning policies to allow favourable weighting and consideration of the wider societal benefits that their activities usually generate.	17/04/12	No			
	h. The Executive Member for Children and Young People and the Youth Service should continue to support organisations, such as the Berkshire Association of Clubs for Young People, that enable community groups to operate effectively, for example through the provision of training and CRB checks.	17/04/12	19/07/12			Yes
	i. The Executive Member for Children and Young People and the Youth Service should implement a comprehensive plan, which includes the use of social media, to communicate to young people the wealth of spare time opportunities and activities that are available to them.	17/04/12	19/07/12			Yes
	j. The Executive Member for Children and Young People and the Youth Service should create and promote guidance on the key steps to be taken on the establishment of youth community groups. This might take the form of a 'Youth Club Starter Pack'.	17/04/12	No			
	k. The Executive Member for Children and Young People and the Youth Service should take steps to identify and the remove those Youth Service practices that prevent or obstruct the use of its facilities by community groups.	17/04/12	No			
	l. The Executive Member for Partnerships, Equality, the Visions and Communities should establish a mechanism to allow the sharing across community groups of resources such as training opportunities, skills, expertise and knowledge.	17/04/12	19/07/12			Yes
	m. The Executive Member for Partnerships, Equality, the Visions and Communities should encourage communities developing parish plans to consider items and activities that have a lower purchase/build cost but provide better value than more expensive but less flexible items such as Multi Use Games Areas (MUGAs).	17/04/12	19/07/12		Most parish plans typically cover activities for young people. In the last year, the communities of Lambourn, Hermitage and East Garston have all been provided with advice on establishing youth clubs within their areas as a way to address the need for young people's activities in a cost-effective way. In addition, the Hungerford Vision Group has been given advice on the future development of leisure services and the more realistic lower-cost options were suggested in the first instance.	On Track

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	n. The Executive Member for Strategy, Performance and Community Safety should ensure that budgets allocated for the provision of Community Wardens, across all contributing organisations, are protected to enable their invaluable work to continue.	17/04/12	19/07/12			Yes
	o. The Executive Member for Children and Young People and the Youth Service should ensure that budgets allocated for the provision of detached youth workers are protected to enable their invaluable work to continue.	17/04/12	19/07/12			Yes
Pot Holes	1 Comply fully with the recommendations arising from the Department for Transport's report <i>Prevention and a Better Cure</i> .	18/09/12	29/11/12		The service believes that by supplementing existing practice with the scrutiny recommendations, the Council will be complying with the broad aims of this document.	Yes
	3 Develop and deliver a communications plan to engage the public in the reporting of potholes. This might be achieved through the publication of leaflets, through the Council's website or through advertising. Any materials should be written in ways that do not require prior technical knowledge.	18/09/12	29/11/12			Yes
	4 Arrange for the authority's approach to the handling of potholes to be explained to parish councils at the District/Parish Conference.	18/09/12	29/11/12			Yes
	5 Arrange for the authority's approach to the handling of potholes to be explained to Members of Thatcham Town Council.	18/09/12	29/11/12			Yes
	6 Arrange for the authority's approach to the handling of potholes to be explained to Members of the Council at a Member Development Seminar.	18/09/12	29/11/12		This was included as an agenda item at the District Parish Conference on 09 Oct 2012	Yes
	7 Produce and distribute to all Member of the Council guidance on the methodology in place for pothole maintenance.	18/09/12	29/11/12			Yes
	8 Give consideration to the introduction of a permanent 'find and fix' team to complement the existing proactive schemes already in place.	18/09/12	29/11/12		The Council already adopts a 'find and fix' approach through its hand patching operation.	Yes
	9 Give consideration to the Council taking part in the national MORI survey every two years, in order to monitor the public's satisfaction with the Council's pothole maintenance activities.	18/09/12	29/11/12			Yes
Domestic Abuse	(1) The Portfolio Holder responsible for Safer Communities should take steps to secure the attendance at the West Berkshire Domestic Abuse Forum representatives from schools and General Practitioners, to ensure that all appropriate agencies are represented.	30/10/12	14/02/13		- Appropriate education representation discussed at Domestic Abuse Forum in February and Domestic Abuse Reduction Coordinator to draft letter for Forum Chair - A GP attended the February meeting of the DA Forum and will be discussing future attendance with CCG colleagues	On Track
	(2) The Portfolio Holder responsible for Children and Young People should secure the necessary funding to make permanent the Domestic Abuse Response Team in order to ensure that its effective work continues.	30/10/12	14/02/13		No planned changes to funding for 2013/14	On Track
	(3) The Portfolio Holder responsible for Children and Young People should consider increasing the resources available to the Domestic Abuse Response Team in order to improve its resilience.	30/10/12	14/02/13		Opportunities to increase resources available to DART through increased partnership activity being explored	On Track

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	(4) The Portfolio Holder responsible for Safer Communities should take steps to ensure that the incoming Police and Crime Commissioner (PCC) fully understands the value of the West Berkshire Independent Domestic Violence Adviser. The desired outcome would be for funding, which will move from the Home Office to the PCC's control, to be maintained at existing levels.	30/10/12	14/02/13		- Briefing Document on Domestic Abuse, including the value of the IDVA, sent to Police and Crime Commissioner. - Response to draft Police and Crime Plan submitted on behalf of Safer Communities Partnership. - Police and Crime Commissioner to announce funding allocations at end of March 2013	On Track
	(5) In the event that the desired outcome at recommendation (4) cannot be achieved, the Council would need to review the implications of this decision.	30/10/12	14/02/13		Pending Recommendation 4	
	(6) The Portfolio Holder responsible for Housing should make available funding to reduce the gap for Independent Domestic Violence Advisers in the district from the current 0.8 Full Time Equivalent (FTE) to the 2.5 FTE recommended by the charity Co-ordinated Action Against Domestic Abuse (CAADA).	30/10/12	14/02/13		- Review of service provided by A2 Dominion, including provision of an Independent Domestic Violence Adviser, to be reviewed. Review to be completed by September 2013 - Review Framework to be scoped in June 2013.	On Track
	(7) In order to raise and maintain the profile of domestic abuse, the Portfolio Holder responsible for Safer Communities should publish a domestic abuse strategy, for which appropriate governance and delivery mechanisms should be established.	30/10/12	14/02/13		- Strategic Statement on Domestic Abuse drafted for consideration by new Domestic Abuse Strategic Forum and Safer Communities Partnership. - Domestic Abuse Strategic Forum to be responsible for delivery against the Strategic Statement and to report to the Safer Communities Partnership Strategy Group	On Track
	(8) The Portfolio Holder responsible for Safer Communities should review the 'Making Changes' programme to ensure that it is effective and fit for purpose.	30/10/12	14/02/13		- Independent evaluation of Making Changes commissioned with report due at beginning of April 2013 - Making Changes Committee and programme Facilitators carrying out review of procedures. - Duluth Accredited Training delivered to all Making Changes Facilitators 18th – 20 th March 2013	On Track
	(9) The Portfolio Holder responsible for Safer Communities should seek from HM Court and Tribunal Service that the Specialist Domestic Violence Court be reinstated in Newbury, in order to ensure that victims from West Berkshire receive justice expeditiously.	30/10/12	14/02/13		Specialist Domestic Violence Court to be reinstated in Newbury from 1 st April 2013	Yes
	(10) Following the success of previous campaigns, the Portfolio Holder responsible for Safer Communities should develop and deliver a media and communications plan to maintain or improve the level at which domestic abuse is reported.	30/10/12	14/02/13		- Safer Communities Partnership Strategy 2013/14 will include communication actions in respect of Domestic Abuse - Strategy to be signed off by Strategy Group in May 2013 - Domestic Abuse Strategic Forum to oversee implementation of actions and report to Safer Communities Partnership Strategy Group	On Track
	(11) The Chief Executive of the Royal Berkshire Hospital should develop, deliver and review the effectiveness of packages of training and support for all staff working in maternity, post-natal and accident and emergency units to ensure that they have the requisite skills and confidence to be able to identify, record and deal effectively with domestic abuse.	30/10/12	No			
	(12) The Chief Executive of the Berkshire Healthcare Foundation Trust should provide assurance to the Safer Communities Partnership that funding for the post of Specialist Practitioner Domestic Abuse remains a priority, in order that her important and valued work continues.	30/10/12	14/02/13		Annual assessment in December 2013	On Track

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	(13) The Chairman of the West Berkshire Health and Wellbeing Board should critically examine the appropriateness and effect of the action taken in response to Recommendation 11 of the Pemberton Domestic Homicide Review, in order to ensure that its desired outcome is achieved.	30/10/12	14/02/13		- GP 'IRIS' training programme Steering Group to be convened on 25 th April 2013 - Domestic Abuse Reduction Coordinator and Safer Communities Partnership Team Manager to be Steering Group members	On Track
	(14) The Portfolio Holder for Housing should write to the Home Secretary requesting that she give consideration to the establishment of a national system for refuge provision, in order to ensure that there is an appropriate number and mix of accommodation type available.	30/10/12	14/02/13		Analysis described under Recommendation 15 will need to be completed before a letter can be written	Not Completed
	(15) In order that professionals working with domestic abuse are able to understand the composite picture and manage resources accordingly, in conjunction with A2Dominion the Portfolio Holder for Housing should establish a mechanism to capture data on the total number of referrals being made to refuges, whether within the district or elsewhere. After six months of data collection, an assessment should be made as to the appropriateness of both the number and type of refuge accommodate provided.	30/10/12	14/02/13		Analysis of existing data to be undertaken to understand demand and comparison with other Local Authorities with similar population profile to be undertaken by December 2013.	Not Completed
	(16) The Portfolio Holder responsible for Housing should develop and deliver a media and communications plan to counter negative perceptions of refuges held by the public, in order that those perceptions do not prevent, dissuade or otherwise deflect female victims of domestic abuse from seeking help from them when they need it.	30/10/12	14/02/13		- Work to be incorporated into review of existing domestic abuse service to be undertaken by September 2013 - Review Framework to be scoped in June 2013	Not Completed
	(17) In order that all professionals with a need to know, do know, the Local Police Area Commander should take the necessary steps to ensure that data captured on the I-DASH can be shared with schools.	30/10/12	No			
	(18) The Portfolio Holder responsible for Children and Young People should ensure that there is no further reduction in the staffing of the West Berkshire YOT, in order to enable it to continue its valued work on Domestic Abuse.	30/10/12	No			
	(19) The Portfolio Holder responsible for Education should take steps to train Emotional Literacy Support Assistants as 'domestic abuse champions' in schools, in order to support all other school staff in dealing with domestic abuse.	30/10/12	14/02/13		- West Berkshire 'Champions' scheme commissioned to commence in May 2013 by A2 Dominion. - Additional training for ELSA's to start in September 2013	On Track
	(20) The Portfolio Holder responsible for Education should take steps to make training in domestic abuse mandatory for all schools' staff, in order to ensure that they have the requisite skills and confidence to be able to identify, record and deal effectively with the effects in children of domestic abuse.	30/10/12	14/02/13		e-learning package introduced December 2012	On Track
	(21) The Portfolio Holder responsible for Safer Communities should ensure that a timetable is developed and that appropriate resources are made available in order to ensure that the domestic abuse tiered training system is delivered by no later than April 2013.	30/10/12	14/02/13		- Training programme developed in December 2012 - e-learning package introduced December 2012 - Champions Scheme to be introduced from May 2013 - 4 DASH/MARAC training dates identified for 2013/14	On Track

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	(22) The Portfolio Holder responsible for Children and Young People should, through the Local Safeguarding Children's Board, consider re-running domestic abuse awareness and other training for voluntary organisations, in order to ensure that they have an appropriate level of understanding. The West Berkshire Volunteer Centre may be able to provide assistance in the promotion of the courses.	30/10/12	14/02/13		- e-learning package introduced in December 2012 and access promoted to voluntary organisations - The LSCB has commissioned additional Domestic Abuse Training Courses at advance (specialist) level to be delivered in 2013/14 that all staff and volunteers will be able to access.	Yes
	(23) The Chairman of the West Berkshire Health and Wellbeing Board should commission the Identification and Referral to Improve Safety (IRIS) scheme for adoption by the West Berkshire Clinical Commissioning Group, in order to improve the awareness of and responsiveness to domestic abuse by GP practices.	30/10/12	14/02/13		- IRIS Steering Group to be convened on 25 th April 2013 - Domestic Abuse Reduction Coordinator and Safer Communities Partnership Team Manager to be Steering Group members	On Track
	(24) The Portfolio Holder responsible for Corporate Services should ensure that levels of awareness of domestic abuse are increased amongst all staff, with specific training provided for those in identified posts.	30/10/12	14/02/13		LSCB e-learning package introduced in December 2012	Yes
	(25) The Portfolio Holder responsible for Corporate Services should produce domestic abuse guidance for all Council staff, irrespective of status, in order that all are aware of the actions that might be taken in the event of another member of staff disclosing to them that they are experiencing domestic abuse.	30/10/12	14/02/13		- Basic e learning package for all council staff being developed by Domestic Abuse Reduction Coordinator. '- More advanced LSCB e learning package launched in December 2012	On Track
Homelessness	1. "The Executive Member for Housing should work with other local agencies to agree an accepted methodology for the counting of rough sleepers. A report outlining the production process and count should be presented to the Overview and Scrutiny Management Commission within 6 months of agreement."	11/12/12			The Housing Service follows Government guidance and methodology for the counting of rough sleepers. A methodology is already in place and the Housing Service is satisfied that this provides an accurate estimate. The Housing Service collates information from a wide range of statutory and voluntary agencies that may come into contact with rough sleepers and then verifies the information prior to submitting the estimate.	Yes
	2. "The Executive Member for Housing should advise the Secretary of State for Work and Pensions of the genuine concerns held locally that the impending changes to the benefits regime will have an adverse effect on homelessness in West Berkshire."	11/12/12			Whilst there are concerns about the impacts of welfare reforms locally, there are also provisions in place to mitigate against the worst of those effects, for example, Discretionary Housing Payments. Nationally there has been lobbying by a wide range of stakeholder groups and some amendments have been made to the proposals with more regulations likely. It is recommended that it may be preferable to wait until there is hard evidence that can be used to support concerns.	On Track
	3. "The Executive Member for Housing should establish how the Department for Work and Pensions (DWP) plans to deliver Universal Benefits (which include Housing Benefit) locally and report by 31 March 2013 on plans for transferring Housing Benefit payment to DWP."	11/12/12			There is a national roll out of Universal Credit and details of how this benefit will be delivered are currently in the process of being published. The issue of transferring Housing Benefit to the DWP is a matter for the Portfolio Holder for Finance, Economic Development, Health & Safety, Pensions, Human Resources	Yes

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	4. "The Executive Member for Housing should consider the production, either as part of the Homelessness Strategy or separately, of a 'reconnection' policy, to ensure that homeless people who have no local connection to West Berkshire are able to sustainably relocate to those places outside of the district with which they do have a link."	11/12/12			The Housing Service already seek to reconnect applicants with no local connection to the district back to a locality where they do have a local connection as part of their standard housing options approach. This can include establishing contact with family and friends, securing that accommodation and/or support will be available on their return and funding transport costs to enable applicants to return.	Yes
	5. "The Executive Member for Strategic Support should ensure that time is made available at a District Parish Conference for Housing officers to explain to Councillors the content of, and rationale for, the Homelessness Strategy when agreed."	11/12/12				
	6. "At the next revision of the Council's Service Level Agreement with the Citizens Advice Bureau, the Executive Member for Strategic Support should consider the offer by SHELTER to assist with housing advice, so as to ensure that the document contains the requirement for the Bureau to provide a dedicated housing advisor."	11/12/12			The position of Strategic Support, following discussion with the CAB, is that in the absence of additional finance this recommendation cannot be supported as it would be likely to have a detrimental effect on the wider service provided by Citizens Advice and could cause a bottleneck and create a capacity problem that does not currently exist.	Yes
	7. "Performance monitoring reports received from the Citizens Advice Bureau relating to homelessness (including all financial advice), which are sent to the Executive Member for Strategic Support should be routinely made available to the Executive Member for Housing and his Shadow."	11/12/12				
	8. "The Executive Member for Housing should work, through the Local Government Association, the Government and especially the Valuation Office Agency, to achieve transparency of the factors and values taken into consideration by VOA when setting the Local Housing Allowance and, if possible, an appeal mechanism."	11/12/12			This action will be incorporated into the Homelessness Strategy Action Plan.	Yes
	9. "The Executive Member for Housing should develop and implement a plan to heighten awareness of the causes and impacts of homelessness, particularly how it might be prevented and what help is (and is not) available. Consideration might be given to the following aspects <ul style="list-style-type: none"> • Raising the awareness of all those whose work may bring them in contact with homelessness on the role of other organisations • The location of leaflets, including with partner organisations (for example Newbury Town Council, Thames Valley Police, libraries and detached youth workers) • The engagement of young people from before they enter the workforce, including through secondary schools, in financial and housing-related education • The content and language of leaflets. Assistance is available through Two Saints from people who have previously been homeless. 	11/12/12			These actions already form a core part of the Homelessness Strategy Action Plan.	Yes
	10. "The Executive Member for Housing should ask Newbury Town Council to consider the provision of lockers to allow rough sleepers to store their possessions (for example sleeping bags) securely during the day."	11/12/12			A letter has been drafted and will be sent to Newbury Town Council shortly	On Track

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	11. "The Executive Member for Housing should ask the Volunteer Centre West Berkshire to establish closer links with Loose Ends to ensure that any shortages of volunteers and other resources to enable them to provide a better service to their clients are met urgently and effectively."	11/12/12			Shortly prior to the OSMC, the Housing Service arranged a meeting with Loose Ends to discuss how best to work with each other but Loose Ends failed to attend. An offer was made, both at the OSMC Scrutiny day and subsequently, for a Housing Options Officer to provide a surgery at Loose Ends for the benefit of their clients. This offer has not been accepted to date but remains open. It is considered that it is for Loose Ends themselves to establish links with the Volunteer Centre should they require the assistance of the centre.	Yes
	12. "Further investigation should be undertaken into the reasons why West Berkshire seems to have a very large proportion of young families facing homelessness whose friends and extended family are unwilling or unable to provide them with temporary housing/accommodation."	11/12/12			The Housing Service agrees that it would be beneficial to have a better understanding of the reasons why young families are asked to leave home by family and friends and would suggest that this may be an area for further scrutiny.	Yes
Call In - Healthwatch Commissioning	The Executive ensure that sufficient information is available in every report to allow a robust decision to be made.	04/02/13		No report - emailed directly to the Leader of the Council.	The recommendation was made at Management Board on 07/03/13.	Yes