

# 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/11/107	<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		Cllr Graham Jones	In Progress	
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: Sept 2013	Jan Evans – 2736 Adult Social Care	Cllr Graham Jones	In Progress	Monitoring of the CHC independent review action plan. Update against actions requested after 6 months.
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: Sept 2013	Sam Otoropec, PCT	Cllr Graham Jones		6 month update requested.
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 May 2013
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

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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	In Progress	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. Annual recurrence	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 Annual recurrence	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: 28 May 2013	Mark Edwards	Councillor Keith Chopping	In Progress	Requested by RMWG on 26 July 2011. Update received Mar 2013. Finaical update required after full year in operation Report only to be presented to RMWG in May 2013.
OSMC/12/144	<b>Shaw House</b> To understand the utilisation and income generated	in meeting review		RMWG	Start: Mar 2013 End: May 2013	Steve Broughton - 2837 Head of Culture & Environmental Protection	Councillor Hilary Cole	In Progress	Item incorporated at OSMC meeting of 11/12/12. Discussed at RWMG March 2013. Final discussion to follow visit to Shaw House.

**Key:**

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