

## Overview and Scrutiny Management Commission Work Programme - 2013/14

Reference	Subject	Purpose	Format	Methodology	Start Date	End Date	Lead Officer / Service Area	Portfolio Holder	Status	Comments
OSMC/09/57	<b>Revenue and capital budget reports</b>	To receive the latest period revenue and capital budget reports	In meeting	Quarterly item.	Dec-13	Dec-13	Andy Walker – 2433 Finance	Councillor Alan Law	Scheduled	May lead to areas for in depth review.
OSMC/11/119	<b>Continuing Healthcare (CHC)</b>	To assess the effect of the CHC operations policy and procedures in practise	In meeting		Dec-13	Dec-13	Jan Evans – 2736 Adult Social Care	Councillor Graham Jones	Scheduled	Monitoring of the CHC independent review action plan. Update against actions requested after 6 months. Scheduled for December 2013
OSMC/12/143	<b>Adult Social Care Eligibility Criteria</b>	To conduct a review of the Council's Fair Access to Care Services policy	Task Group (Cllrs Webb & Mason)		Dec-12	Dec-13	Jan Evans–2736 Adult Social Care	Councillor Joe Mooney	In Progress	Report concluding activity undertaken by the group and presenting recommendations to be discussed at the December meeting
OSMC/11/111	<b>Risk Register</b>	To scrutinise individual items on the Risk Register on an annual basis. Annual recurrence	In meeting		Jan-14	Jan-14	Ian Priestley	Councillor Roger Croft	Scheduled	Annual item for January 2014
OSMC/13/151	<b>Home to school transport</b>	To understand the implications for, impact of and alternatives to the Council's home to school transport policy.	In meeting		Jan-14	Jan-14	Caroline Copcorran –2030 Education	Councillor Irene Neill	Scheduled	Proposed by Councillor David Allen. Accepted on to the work programme at the OSMC meeting of 29 October.
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. Quarterly Item	In meeting		Jan-14	Jan-14	Jason Teal – 2102 Policy & Communication	Councillor Roger Croft	In progress	Quarterly item. To be heard (Jan 14 for Q2, April for Q3 , next meeting TBC but exec circle end date 24th July 2014)
OSMC/11/113	<b>Asset Disposal</b>	To conduct a review of the Council's Asset Disposal and Community Right to BID guidance	In meeting		Sep-13	Jan-14	Andy Walker	Councillor Alan Law	In progress	Commission updated on 2/9/13. Requested that they review the amended guidance post Greenham Control Tower - Commission will receive a written update at the January meeting
OSMC/12/144	<b>Shaw House</b>	To understand the utilisation and income generated	Task Group (Cllrs Brooks, Beck & Ellison)		Jun-13	Jan-14	Steve Broughton - 2837 Head of Culture & Environmental Protection	Councillor Hilary Cole	In Progress	Task Group to examine the Portfolio Holders report following work undertaken by the Cultural Asset Working Group
OSMC/11/110	<b>Energy Saving</b>	To review the Council's policies and procedures for Energy Saving.	In meeting		Apr-14	Apr-14	Adrian Slaughter	Councillor Dominic Boeck	Scheduled	Completed in April 2012. Review to be undertaken in April 2014.
OSMC/12/135	<b>Annual target setting</b>	To examine the annual targets being set for 2014/15.	Task Group (Cllrs Webb, Webster & Vickers)	Task group working directly with PM officers	May-14	May-14	Jason Teal – 2102 Strategic Support	Councillor Roger Croft	Scheduled	Annual review
OSMC/11/129	<b>Housing Allocations policy</b>	To conduct a review of the Council's Housing Allocation Policy	In meeting		Sep-14	Sep-14	Mel Brain - 2403 Social Care Commissioning and Housing	Councillor Roger Croft	Scheduled	Commission updated on 2/7/13: Opportunity to comment on the final draft at 2/9 meeting. Opportunity to review the policy 12 months after implementation.
OSMC/12/149	<b>Newbury town centre parking</b>	To ensure that the needs of Newbury residents, businesses and visitors are appropriately balanced.	Task Group		Early 2014	Mid 2014	Mark Edwards–2208 Highways and Transport	Councillor Pamela Bale	To be scheduled	Suggested by Councillor Tony Vickers and added to the work programme at the meeting of 2 July. To be discussed following completion of the BID/WBC car parking review

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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		Mar-14	TBC	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/13/148	<b>GP data provision for school placement modelling</b>	To review whether GP data is being provided to the Council for the purposes of forecasting school placement needs.	In meeting			TBC			To be scheduled	
OSMC/13/150	<b>Homelessness - young families</b>	To understand the reasons why West Berkshire appears to have a disproportionate amount of young families facing homelessness whose friends and extended family are unwilling or unable to provide them with temporary housing.	Task Group			TBC	Mel Brain-2403 Housing	Councillor Roger Croft	To be scheduled	Arising from the 2012 review of homelessness (recommendation 12)