

## Overview and Scrutiny Management Commission Work Programme - 2014/2015

Reference	Subject	Purpose	Format	Methodology	Start Date	End Date	Lead Officer / Service Area	Portfolio Holder	Status	Comments
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	Apr-14	Belwinder Kaur – 2736 Adult Social Care	Councillor Joe Mooney	Scheduled	Monitoring of the CHC independent review action plan. Update against actions requested after 6 months. Following the update heard at the December meeting - the CCGs have been asked to return to the April meeting to provide further information around performance
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	Apr-14	Jason Teal – 2102 Policy & Communication	Councillor Roger Croft	Scheduled	Quarterly item. To be heard (Jan 14 for Q2, April for Q3 , next meeting TBC but exec circle end date 24th July 2014)
OSMC/09/57	<b>Revenue and capital budget reports</b>	To receive the latest period revenue and capital budget reports	In meeting	Quarterly item.	Apr-14	Apr-14	Andy Walker – 2433 Finance	Councillor Alan Law	Scheduled	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 meeting		Apr-14	Apr-14	Adrian Slaughter	Councillor Dominic Boeck	Scheduled	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		Apr-14	Apr-14	Ian Priestley	Councillor Roger Croft	Scheduled	Annual item initially scheduled for January 2014. Ian Priestley advised that the item was not yet ready for discussion and it would therefore be postponed until 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/14/152	<b>Severe weather</b>	To understand the effect of and response to severe weather experienced during the winter of 2013/14.	Special meeting		Apr-14	May-14	Carolyn Richardson - 2105 Civil Contingencies Manager	Councillor Pamela Bale	To be scheduled	Suggested by Councillor Alan Macro and added to the work programme at the meeting of 25 February 2014.
OSMC/12/144	<b>Shaw House</b>	To understand the utilisation and income generated	Task Group (Cllrs Brooks, Beck & Ellison)		Jun-13	Jul-14	Steve Broughton - 2837 Head of Culture & Environmental Protection	Councillor Hilary Cole	In Progress	Task Group to examine the Portfolio Holder's report following work undertaken by the Cultural Asset Working Group
OSMC/11/129	<b>Housing Allocations policy</b>	To conduct a review of the effectiveness 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	Review of the policy 12 months after its 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
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 (Cllrs Bryant, Ellisson, Vickers & Webb)		Jan-14	TBC	Mel Brain--2403 Housing	Councillor Roger Croft	In progress	Arose from the 2012 review of homelessness (recommendation 12) Task Group established, first meeting to be held on 3 March 2014

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OSMC/14/151	<b>Children's Services governance arrangements</b>	To assess the extent to which the internal and partnership bodies governing the activities of Children's Services collectively provide a framework that is necessary, comprehensive, efficient and effective.	Task Group				Mark Evans - 2735 Children's Services	Councillor Irene Neill	To be scheduled	Suggested by Rachael Wardell and added to the work programme at the meeting of 25 February 2014. Will possibly go ahead mid 2014.
OSMC/14/152	<b>Fairer Contributions policy</b>	To assess the intent and scope of the Fairer Contributions policy.	Task Group				June Graves - 2733 Head of Care Comm, Housing, Safeguarding	Councillor Joe Mooney	To be scheduled	Suggested by Councillor Gwen Mason and added to the work programme at the meeting of 25 February 2014.