

Review title	Recommendation	Owner	Date Agreed by OSMC	Date Adopted by Executive	Link to Exec Report	Update	Implemented within 12 months?
Schools Place Strategy	A mechanism be established for the reporting and monitoring of the accuracy of school placement forecasting data	Ian Pearson	21/05/13	14/10/13	Letter sent directly to the Executive Member for Education on 7 June 2013		Yes
	Efforts should continue to obtain the data held by General Practitioners in order that the forecasting model is as robust as possible	Ian Pearson	21/05/13	14/10/13			Yes
	All avenues should be pursued to secure financial contributions from Reading Borough Council for the provision of school places in the east of the district.	Ian Pearson	21/05/13	14/10/13		An initial meeting with Reading re pupil numbers has taken place. However, discussions about funding have not begun	on track
ASC Eligability Criteria Review	(1) The Head of Adult Social Care should keep the Council's Fair Access to Care Services eligibility criteria at 'critical' and continue to ensure that appropriate levels of funding remain for the provision of preventative services outside of that required for assessed care packages (currently £700,000 per year).	Tandra Forster	10/12/13	13/02/14		Implemented	Yes
	(2) The Head of Adult Social care should ensure, through annual review, that in its operation of the Fair Access to Care Services Policy the Council continues to comply with its statutory duties. In addition to any required policy changes, the reviews should incorporate an assessment of equality impact.	Tandra Forster	10/12/13	13/02/14		moving to a national eligibility as part of Care Act implementation. Project group established and EIA will be completed as part of that work.	on track
	(3) The Head of Adult Social Care should monitor the effectiveness of the steps that have been taken to reduce both the time taken to complete Section 47 assessments and the backlog of those cases awaiting assessment. Additionally, a further action might be a cessation of the practise of the Access for All team fielding telephone calls for other social care teams and the allocation of more staff time for the completion of assessments. Reports on effectiveness and progress should be made quarterly to the Overview and Scrutiny Management Commission	Tandra Forster	10/12/13	13/02/14			Yes
	(4) The Head of Adult Social Care should evaluate the operation of the Access for All team to ensure that its position within the organisational structure provides the most effective operational environment. Any changes to the role, formation or positioning of it should ensure that staff in this crucial team are appropriately trained, resourced, focussed and supported.	Tandra Forster	10/12/13	13/02/14		completed as part of Workforce project in Care Act programme of work.	Yes
	(5) The Head of Adult Social Care should continue to review and evaluate the effectiveness of the Multifunctional Assessment/Review Document to further improve its effectiveness and ensure that the administrative burden it necessarily imposes is kept to an absolute minimum.	Tandra Forster	10/12/13	13/02/14			Yes
	(6) The Head of Adult Social Care should ensure that those completing the Multifunctional Assessment/Review Document understand that the information it contains will be used by the Resource Panel to make decisions on the provision of care. If necessary, training should be provided to ensure that the delays caused by incomplete or poorly completed forms are reduced.	Tandra Forster	10/12/13	13/02/14			Yes
	(7) The Head of Adult Social Care should ensure that all staff undertaking social care assessments understand the need to keep those undergoing the process fully appraised of progress. This should ensure that expectations are managed and that dissatisfaction is resultantly kept to a minimum.	Tandra Forster	10/12/13	13/02/14			On track
	(8) The Head of Adult Social Care should ensure that the lessons drawn from the Transitions Project (which examined the period when people move from children's social care to adult social care) are widely communicated and fully understood both by those going through it and the staff supporting them.	Tandra Forster	10/12/13	13/02/14		4 weeks since approval by The Executive - No update at this stage	Yes

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	(9) The Head of Adult Social Care should undertake further work to test the perception of some stakeholders that some groups, regardless of the level at which the eligibility criteria are set, are being disadvantaged. Should a disproportionate adverse effects be determined to be present then measures should be introduced to mitigate them.	Tandra Forster	10/12/13	13/02/14		See point 2	on track
	(10) The Head of Adult Social Care should review and then re-issue the guidance to staff about the necessity to ensure a holistic assessment is carried out in line with the 'Cross team working protocol'.	Tandra Forster	10/12/13	13/02/14			On track
	(11) The Head of Adult Social Care should give consideration to the introduction of measures to meet the needs of carers	Tandra Forster	10/12/13	13/02/14		Carers project within Care Act.	On track
	(12) The Head of Adult Social Care should strengthen the links between their service and GPs to ensure that the unique and trusted status of GPs is used to identify an early need for social care or the provision of support for carers.	Tandra Forster	10/12/13	13/02/14		being dealt with as part of wider integration work	On track
	(13) The Head of Adult Social Care should disseminate widely to their service the report on the findings of the public consultation in order that improvements in operational systems, processes and practise might be further identified.	Tandra Forster	10/12/13	13/02/14		4 weeks since approval by The Executive - No update at this stage	Yes
UTILISATION OF SHAW HOUSE	The target for the number of heritage visitors each year should be increased to at least 5,000 from 2016/17. Targets for the years prior to this should also be increased commensurately	Steve Broughton	20/05/14	04/09/14		awaiting update	
	Volunteers should be recruited to assist with the running of the House, for example with school parties, the provision of information to heritage visitors and the maintenance of the garden	Steve Broughton	20/05/14	04/09/14		awaiting update	
	The development of the garden should be given a high priority and the garden maintenance budget should be increased to reflect its larger size	Steve Broughton	20/05/14	04/09/14		awaiting update	