

## Overview and Scrutiny Management Commission Work Programme - 2014/15

| Reference   | Subject   | Purpose  | Format                                    | Methodology                                  | Start Date     | End Date | Lead Officer / Service Area                                 | Portfolio Holder          | Status          | Comments   |
|-------------|---|--|---|--|----------------|----------|---|---------------------------|-----------------|--|
| 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 proved a framework that is necessary, comprehensive, efficient and effective. | Task Group                                |  | May-14         | Jan-15   | Mark Evans - 2735 Children's Services                       | Children and Young People | In progress     | Suggested by Rachael Wardell and added to the work programme at the meeting of 25 February 2014. Task Group established - first meeting 18 July 2014   |
| OSMC/14/155 | <b>Affordable Housing</b>                             | The process for obtaining and delivering affordable housing within new developments, using Parkway as a case study   | In meeting                                |  | Oct-14         | Feb-15   | Gary Lugg / June Graves                                     | Housing                   | in progress     | Agreed at meeting 1 July 2014. Considered at Oct meeting. Update to be provided in February 2015   |
| 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                                |  | quarterly item | Jan-15   | Andy Day - Head of Strategic Support                        | Strategy and Performance  | Scheduled       | Quarterly item. To be heard Q1: Sept 14, Q2: Jan 15, Q3: March 15  |
| OSMC/14/160 | <b>Maternity cover for West Berkshire's residents</b> | To understand the causes of the maternity unit closures during August 2014 and the action that is being taken to avoid recurrence.   | In meeting                                |  | Jan-15         | Jan-15   | Gill Valentine - Director of Midwifery, RBH                 | Health & Wellbeing        | Scheduled       | Cobsidered at the December 2014 meeting - Members agreed to schedule the topic for discussion at the January 2015 meeting.   |
| OSMC/14/154 | <b>Self Insurance Fund</b>                            | To determine the level at which the Self Insurance Fund should be set, balancing the level of risk with the size of the reserve.   | Task Group                                |  | Jan-15         | Feb-15   | Andy Walker – 2433 Finance                                  | Finance                   | Scheduled       | Suggested by Councillor Alan Law and added to the work programme at the meeting of 8 April 2014.   |
| OSMC/11/129 | <b>Housing Allocations policy</b>                     | To conduct a review of the effectiveness of the Council's Housing Allocation Policy  | In meeting                                |  | Nov-13         | Jun-15   | Mel Brain - 2403 Social Care Commissioning and Housing      | Housing                   | Scheduled       | Reviewed 2 Dec 14 (12 months after implementation). Further review to be conducted 6 months after the implication of the additional revisions agreed at Dec 14 Exec.   |
| OSMC/14/153 | <b>Severe weather</b>                                 | To understand the effect of and response to severe weather experienced during the winter of 2013/14.   | Special meetings                          |  | Jun-15         | Jun-15   | Carolyn Richardson - 2105 Civil Contingencies Manager       | Emergency Planning        | Scheduled       | Review concluded in September 2014 - recommendations to be revisited in 2015.<br>1. Sand bag policy review<br>2. Communications Strategy<br>3. Recommendations / action plan progress report   |
| 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                                |  | Sep-14         | Jul-15   | Mark Edwards–2208 Highways and Transport                    | Transport Operations      | Scheduled       | Suggested by Councillor Tony Vickers and added to the work programme at the meeting of 2 July 2013. Agreed on 2 Dec 14 - review to take place in Q2 2015   |
| OSMC/12/135 | <b>Annual target setting</b>                          | To examine the annual targets being set for 2014/15.   | Task Group (Clrs Webb, Webster & Vickers) | Task group working directly with PM officers | May-15         | Jul-15   | Catalin Bogos – 2102 Strategic Support                      | Strategy and Performance  | Scheduled       | Annual review. Task group will be scheduled to meet May or June 2015.  |
| OSMC/14/159 | <b>Reducing External Placements Costs</b>             | Review the effectiveness and savings delivered by the Social Media Administrator.  | In meeting                                |  | Jul-15         | Jul-15   | Mark Evans - 2735 Children's Services                       | Children and Young People |                 | Agreed at the meeting 1/7/14 that the item would return to the Comision 12 months post implementation to review the effectiveness and savings delivered by the Social Media Administrator.   |
| OSMC/14/152 | <b>Fairer Contributions policy</b>                    | To review the content of the Fairer Contributions policy.  | In meeting                                |  | May-14         | May-15   | June Graves - 2733 Head of Care Comm, Housing, Safeguarding | Adult Social Care         | To be scheduled | Suggested by Councillor Gwen Mason and added to the work programme at the meeting of 25 February 2014. Heard at the meetings of 25 June 2014 1 July 2014. Agreed that there would be scrutiny involvement in the review of the policy scheduled to take place in late 2014/early 2015. |
| OSMC/09/157 | <b>Revenue and capital budget reports</b>             | To receive the latest period revenue and capital budget reports  | In meeting                                | Quarterly item.                              | Apr-14         | Ongoing  | Andy Walker – 2433 Finance                                  | Finance                   | Scheduled       | May lead to areas for in depth review.   |
| OSMC/14/158 | <b>Delayed Transfer of Care</b>                       | To identify the causes of Delayed Transfers of Care (DToC) and how they might be addressed.  | Task Group                                |  | TBC            | Feb-15   | Tandra Forster – 2736 Adult Social Care                     | Adult Social Care         | to be scheduled | Suggested by Councillor Roger Hunneman and added to the work programme at the meeting of 20 May 2014   |