

## OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2011/12

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status:	
								In Progress	Completed
Comments									
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: OSMC 28/06/11	Jason Teal – 2102 Policy & Communication	Councillor Anthony Stansfeld	In Progress	Quarterly item.
OSMC/10/78	<b>Activities for teenagers</b> To identify the work undertaken and future action planned in the Children and Young People Directorate to improve activities for teenagers, following its identification as the top priority for improvement in the annual resident survey.	Information supplied by, and questioning of, lead officers.		OSMC	Start: 25/05/10 End: 28/06/11 OSMC 28/06/11	Julia Waldman – 2815 Children and Young People	Councillor Irene Neill	In Progress	As requested by OSMC on 2nd March 2010.
OSMC/11/102	<b>Planning Performance Indicator</b> - affordable housing units To explore factors causing this indicator to be reported as red, including the impact of the recession, and the remedial action being taken.	In meeting review with information supplied by, and questioning of, lead officers.		OSMC	Start: 01/03/11 End: 28/06/11 OSMC 28/6/11	Gary Lugg – 2617 Planning and Countryside	Councillor Alan Law	In Progress	Requested as part of the discussion on the Q2 performance report.
OSMC/11/105	<b>West Berkshire Council Preliminary Flood Risk Assessment</b>	In meeting review with information supplied by, and questioning of, lead officers.		OSMC	Start: 28/06/11 End: 28/06/11	Stuart Clark – 2857 Highways and Transport	Councillor David Betts	In Progress	
OSMC/10/95	<b>Big Society/Localism</b> To explore the initiative as a way of enabling people and encouraging them to take responsibility for their own communities.	Initial briefing followed by in meeting review.		OSMC	Start: Q4 End:	Andy Day – 2459 Policy & Communication	Councillor Pamela Bale	To be scheduled	Item to be scheduled at a later date once further detail known. Work ongoing at LSP level.
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	Start: each Q End:	Andy Walker – 2433 Finance	Councillor Keith Chopping	In Progress	May lead to areas for in depth review.
OSMC/09/63	<b>Establishment Reports</b> To receive the latest report on the changes to the Council's establishment.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMWG	Start: 13/09/10 End:	Robert O'Reilly – 2358 Human Resources	Councillor Anthony Stansfeld	In Progress	May lead to areas for in depth review.

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OSMC/11/98	<b>Legal and Electoral Services Budget</b> To discuss budget pressures within this service area.	In meeting review with information supplied by, and questioning of, lead officers.		RMWG	Start: End:	David Holling Legal & Electoral Services	Councillor Anthony Stansfeld	In Progress	Requested by RMSC on 14 December 2010.
OSMC/11/99	<b>Highways Asset Management Plan</b> To review the AMP and the highways land contained within it.	In meeting review with information supplied by, and questioning of, lead officers.		RMWG	Start: End:	Mark Edwards – 2208 Highways & Transport	Councillor David Betts	To be scheduled	Requested by RMSC on 14 December 2010.
OSMC/11/100	<b>School Academies</b> To review the effect of schools becoming Academies on the capacity of the LEA.	Task group review with information supplied by, and questioning of, lead officers and external partners.		Task Group	Start: 07/02/11 End: 30/06/11 OSMC 02/08/11 TBC	Ian Pearson – 2729 Education	Councillor Irene Neill	In Progress	Terms of Reference approved by OSMC on 18/01/11
OSMC/11/101	<b>The Budget Setting Process</b> To review the process used for setting the Council's annual budget.	Information supplied by, and questioning of, lead officer via in meeting review		RMWG	Start: TBD End: TBD	Andy Walker – 2433 Finance	Councillor Keith Chopping	To be scheduled	
OSMC/11/102	<b>Day Centres</b> To examine the provision of day centres across the District.	Task group review with information supplied by, and questioning of, lead officers and external partners.		Task Group	Start: TBD End: TBD	Jan Evans – 2736 Adult Social Care	Councillor Joe Mooney	To be scheduled	

**Key:**

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