

Notice of Meeting

Overview and Scrutiny Management Commission

Tuesday, 14 September, 2010 at 6.30pm
in Council Chamber Council Offices
Market Street Newbury

Date of despatch of Agenda: Monday, 6 September 2010

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Stephen Chard on (01635) 519462
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www.westberks.gov.uk



Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 14 September 2010 (continued)

To: Councillors Brian Bedwell (Chairman), Jeff Brooks (Vice-Chairman), Geoff Findlay, Irene Neill, David Rendel, Quentin Webb, Emma Webster

Other Members & Officers invited: Councillor Anthony Stansfeld (Portfolio Holder: Strategy, Performance, Community Safety), Jason Teal (Performance, Research and Consultation Manager)

Agenda

Part I

Page No.

- 1. Apologies for Absence**
To receive apologies for inability to attend the meeting (if any).
- 2. Minutes** 1 - 10
To approve as a correct record the Minutes of the meeting of the Commission held on 3 August 2010.
- 3. Declarations of Interest**
To receive any Declarations of Interest from Members.
- 4. Actions from previous Minutes** To follow
To receive an update on actions following the previous Commission meeting.
- 5. Items Called-in following the Executive on 2 September 2010**
To consider any items called-in by the requisite number of Members following the previous Executive meeting.
- 6. Councillor Call for Action**
To consider any items proposed for a Councillor Call for Action.
- 7. Council Plan Outcomes 2010/11 - Quarter 1 Performance Update** 11 - 38
Purpose: To examine the Council performance report for Quarter 1 of 2010/11 to consider, where appropriate, any remedial action.
- 8. Greener Select Committee** 39 - 40
Purpose: To provide an update on the work of the Select Committee and provide information on the meeting held on 7 September 2010.



Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 14 September 2010 (continued)

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| 9. | Healthier Select Committee
<i>Purpose: To provide an update on the work of the Select Committee and provide information on the meeting held on 9 September 2010.</i> | 41 - 42 |
| 10. | Resource Management Select Committee
<i>Purpose: To provide an update on the work of the Select Committee and provide information on the meeting held on 13 September 2010.</i> | 43 - 44 |
| 11. | Safer Select Committee
<i>Purpose: To provide an update on the work of the Select Committee.</i> | 45 - 46 |
| 12. | Stronger Communities Select Committee
<i>Purpose: To provide an update on the work of the Select Committee.</i> | 47 - 48 |
| 13. | West Berkshire Forward Plan - September - December 2010
<i>Purpose: To advise the Commission of items to be considered by West Berkshire Council from September – December 2010 and decide whether to review any of the proposed items prior to the meeting indicated in the plan.</i> | 49 - 60 |
| 14. | Overview and Scrutiny Management Commission and Select Committee Work Programme
<i>Purpose: To receive, agree and prioritise the work programme of the Commission and Select Committees for the remainder of 2010/11.</i> | 61 - 70 |

Andy Day
Head of Policy and Communication

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Note: These Minutes will remain DRAFT until approved at the next meeting of the Commission

OVERVIEW AND SCRUTINY MANAGEMENT COMMISSION

MINUTES OF THE MEETING HELD ON TUESDAY, 3 AUGUST 2010

Councillors Present: Brian Bedwell (Chairman), Jeff Brooks (Vice-Chairman), Geoff Findlay, Carol Jackson-Doerge (Substitute) (In place of Emma Webster), Irene Neill, David Rendel, Quentin Webb

Also Present: Councillor Barbara Alexander, Councillor Hilary Cole, Councillor Anthony Stansfeld, Councillor Tony Vickers, Councillor Keith Woodhams, Sean Anderson (Head of Customer Services), Malcolm Berry (Parent & Student Advice Centre Manager), Derek Carnegie (Team Leader - Development Control), Nick Carter (Chief Executive), Jason Teal (Performance, Research & Consultation Manager), Stephen Chard (Policy Officer), David Lowe (Scrutiny and Partnerships Manager)

Apologies for inability to attend the meeting: Councillor Emma Webster

PART I

47. Minutes

The Minutes of the meeting held on 29 June 2010 were approved as a true and correct record and signed by the Chairman.

48. Declarations of Interest

Councillor Tony Vickers declared an interest in Agenda Item 6, but reported that, as his interest was personal and not prejudicial, he determined to remain to take part in the debate.

Councillor David Rendel declared an interest in Agenda Items 6, 12 and 18, but reported that, as his interest was personal and not prejudicial, he determined to remain to take part in the debates and vote on the matters.

Councillor Carol Jackson-Doerge declared an interest in Agenda Items 12 and 18, but reported that, as her interest was personal and not prejudicial, she determined to remain to take part in the debates and vote on the matters.

49. Actions from previous Minutes

The Commission received an update on actions following the previous meeting (Agenda Item 4).

The proposal for the Commission to receive reports after they had been considered by Management Board but before they reached the Executive had not been approved by the Executive. However, a review into the Council's Performance Management framework was proposed and would be considered under Agenda Item 10.

All 16 Section 106 accounts which dated back to Berkshire County Council had been fully spent. It was agreed that a table would be provided to illustrate this together with some supporting text.

RESOLVED that Stephen Chard would obtain the information requested in relation to Section 106 accounts which dated back to Berkshire County Council and circulate this to the Commission.

50. Items Called-in following the Executive on 22 July 2010

No items were called-in following the last Executive meeting.

51. Item Called-In following an Individual Decision: Home to School Transport Policy 2011/12

(Councillor David Rendel declared a personal interest in Agenda item 6 by virtue of the fact that he was a member of a local cycling group (Spokes). As his interest was personal and not prejudicial he was permitted to take part in the debate and vote on the matter).

(Councillor Tony Vickers declared a personal interest in Agenda item 6 by virtue of the fact that he was a member of a local cycling group (Spokes). As his interest was personal and not prejudicial he was permitted to take part in the debate).

The Commission considered the call-in of the Individual Decision relating to the Home to School Transport Policy 2011/12 (Agenda Item 6).

Councillor Barbara Alexander opened the item by making the following points:

- Local Authorities were required to determine a Home to School Transport Policy on an annual basis as part of parents' guides to admissions.
- The Children and Young People Policy Development Commission formed a task group to consider the Policy in detail in 2009 and their findings were endorsed by the Executive. The Policy for the 2010/11 academic year reflected the findings of this work. As the effect of these changes had yet to be felt, the decision was taken to not change the Policy for 2011/12 other than to apply an inflation factor of approximately 1.9% to the charges made for the fare paying scheme.

In addressing the reasons given for the call-in, Councillor Alexander advised that:

- A number of people were consulted as part of the production of the Policy. This initially included all Members and appropriate Officers. There was also a five day period prior to the Individual Decision being taken to allow for further responses. This opportunity was taken up a year ago by the Shadow Portfolio Holder and a change was made as a result. This had not occurred this year. Comments were welcome, but it was disappointing that they were not made until this late stage.
- In relation to cycling, it was not felt that this technical document was the appropriate place to promote cycling and an alternative mechanism needed to be used for doing so. This document was more concerned with legal requirements. The benefits of promoting cycling were acknowledged and much work was done through the Sustainable Modes of Transport Strategy (SMOTs) to do this.

Councillor Keith Woodhams, as one of the call-in Members, made the following points:

- The report stated there were no environmental implications to consider as a result of the Policy. This statement was not concurred with.
- There were many areas of positive work being undertaken to encourage sustainable transport, this included through school travel plans, materials provided to schools and incentives offered to pupils to encourage their participation. This was a key role undertaken by the School Travel Plan Advisor. The recent announcement that this post would be lost due to the cessation of Government funding was a huge concern, as the good work undertaken could not continue and this could have a major environmental impact with more children being transported to school by car. This decision did not support the Council's 'Greener' policies and the benefits to children could be lost. The view of the call-in Members was that

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alternative funding should be found so that the invaluable work of this post could continue and an offer was made to the Executive to discuss the evaluation of this post to assess whether it should continue and, if so, alternative means of funding it. It was further suggested that the Executive should be asked to consider a savings analysis between the longer term cost savings that could be achieved by this work in keeping more cars off the road, as opposed to the immediate savings found by deleting the post. This would help to illustrate whether there was the potential to retain the post.

Councillor Alexander gave her view that in an ideal world the post would be retained, however if there was agreement to identify alternative funding then a separate activity would have to cease or be reduced.

Councillor Tony Vickers, another of the call-in Members, added the following points:

- He felt there was a lack of joined up policy making across the Council in relation to transport. This had a particular impact in rural areas.
- He did raise his concerns at an earlier stage as part of Member training in relation to home to school transport, but this had not been addressed in the Policy.
- The need for robust mechanisms (the Policy) to perform statutory duties was acknowledged, but there was a need to encourage parents and their children to use healthier, safer and sustainable modes of transport to school. This was felt to be important by all the call-in Members, particularly in the urban wards they represented. There was too much concentration in the policy on bus travel.
- It was felt that significant efforts were already being made to encourage walking to school within a reasonable distance. An area which needed more work was to encourage pupils who lived closer than the distance at which public transport could be provided but at too far a distance to walk. It was most likely that cars would be used in these instances. Increased numbers cycling would provide a number of benefits including environmental, health and to the road network. The current percentage of Newbury/Thatcham pupils cycling of 6% and across the District of 4% showed that there was willingness to cycle, which could be increased with additional cycle routes and appropriate training.
- A reasonable uptake in cycling would help meet the costs of investing in cycle schemes, when considering potential savings to, for example, highway schemes by reduced car usage.
- The introductory text of the Policy stated that future documents would have cognisance of the overall aims and objectives of the Local Transport Plan and it was questioned why this was not already the case.
- Parents could only be encouraged to send their children to school by bike and it was queried whether a voluntary scheme could be established for the 2011/12 academic year, whereby parents received a small financial allowance as an incentive. There was already free Bikeability training for year 6 pupils and increased cycle parking within schools to support this. Such a scheme would reduce the costs of administering the policy and would reduce the cost to the tax payer for public transport to schools. It was therefore requested that the Policy be redrafted to allow for this provision.

A view was given that the reasons provided for the call-in were adequately covered within the Policy and the addition suggested should form part of the work on the next version of the document. The cost benefits of this should also be considered as part of this. A

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proposal was then made by Councillor Quentin Webb to accept the Individual Decision to approve the document. The proposal was not seconded.

Councillor David Rendel then made a proposal that the Policy should be referred back to the Portfolio Holder for further consideration on including incentives to encourage more cycling to schools, such as that described earlier in the meeting. This was seconded by Councillor Jeff Brooks.

Councillor Alexander advised that she would be willing to consider the proposal. However, she voiced concern that if this proposal was accepted it would cause an unacceptable delay to the publishing of the Policy, as it needed to be available for parents in the coming academic year.

As a result the proposal was adapted to accept the Policy for 2011/12 to avoid a delay, with a request that incentives to encourage more cycling to schools be considered for inclusion as part of the consultation for the 2012/13 Policy.

This proposal was then put to the vote and was accepted by the Commission.

RESOLVED that the Individual Decision to approve the Policy for 2011/12 be accepted by the Commission in order to avoid a delay, with a request that incentives to encourage more cycling to schools be considered for inclusion as part of the consultation for the 2012/13 Policy.

52. Councillor Call for Action

No new Councillor Call for Action (CCfA) items were raised for discussion.

53. Upheld Planning Appeals

The Commission considered a report (Agenda Item 8) providing the information previously requested on the upheld planning appeals performance indicator.

Derek Carnegie referred Members to the additional information contained in the report on split planning appeal decisions. No national guidance was set on how this should be reported, so a decision was made locally to report any split decision as an allowed appeal in favour of the developer. This did not take into account any partial success for the Council within the appeal decision. However, there were very few instances of this and the nationally accepted performance level of 35% had been achieved. Derek Carnegie offered to provide the Government guidance on the performance level.

Eight allowed planning appeals were as a result of Members deciding against an Officer recommendation. This would have improved performance to 29%. Although it was also pointed out that there were two cases where the Inspector agreed that Members were right in overturning Officers recommendation.

RESOLVED that Derek Carnegie would provide the Commission with the Government guidance on the performance level of 35%.

54. Customer Service Performance

(Councillor Carol Jackson-Doerge joined the meeting at 6.40pm).

The Commission considered a report (Agenda Item 9) providing the information previously requested on performance within Customer Services.

Sean Anderson circulated a slightly amended report which provided information on the average call duration and made the following points:

- The length of time a caller waited for a response and the average call duration was noted as being highest for the Council Tax/Business Rates Service and for

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the Housing/Council Tax Benefits Service. This was because of the nature of calls received to these services. The length of wait was recorded from the first ring.

- Performance since the previous report to the Commission had improved and much of this was owing to the newly installed telephony software. This enabled incoming calls to be shared between a higher number of appropriately trained staff.
- An automatic call back system had also been installed and was offered to callers who were lower than fifth place in a call queue. Callers were guaranteed a call back before the end of the day. There was however little uptake of this service as people were willing to wait as they were seeking assurance.
- Calls to the switchboard were not included in the performance reported. Although 92% of the calls received by the switchboard were answered within 15 seconds.
- Customers had the opportunity to provide feedback via the website and post face to face interviews. A telephone survey was also being formed.
- The number/percentage of abandoned calls was recorded and the target of no more than 4% of calls being abandoned had been achieved over recent years. There had however been a recent issue with reporting this performance following a system update and this was being resolved with the provider. The length of time a caller was waiting before they abandoned the call could not currently be recorded on the system.

Some Members were of the view that the statistics were incomplete without this data and it was requested that the potential to incorporate this information be explored with the software provider.

It was pointed out that no complaints had been received in this regard either by the service or corporately. Sean Anderson went on to say that a high quality service was provided by well trained staff who had to deal with sometimes difficult callers. An average of nearly 48,000 calls were answered in a matter of seconds.

Sean Anderson agreed to explore with the software provider, Siemens, the potential for recording the length of time callers waited before they abandoned calls. He did however point out that the most up to date software was already in use.

The service provided was complimented by Members and particular mention was made that performance levels were maintained during the period of severe winter weather when an increased number of calls was received. Sean Anderson agreed to pass on this praise to staff.

RESOLVED that Sean Anderson would explore the potential for recording the length of time callers waited before they abandoned calls.

55. **Review into the Council's Performance Management framework**

The Commission considered a report (Agenda Item 10) proposing Terms of Reference and scope for a review into the Council's Performance Management framework.

Jason Teal explained that this proposal was brought to the Commission to look broadly at how the Council defined, managed and monitored strategic performance which would be fed into the strategic planning round for 2011/12.

This was considered to be timely due to the changes being made to the national performance framework, including the abolition of the Comprehensive Area Assessment (CAA). There was no firm guidance on how performance would be assessed in future. Although there had been some indication that consideration needed to be given on how

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to report performance to local communities, in support of the government's localism and transparency agendas.

There was support among Members to conduct this work and it was felt that the opportunity should be taken to reduce the number of measures where appropriate.

A request was made that reference to being in a time of austerity be removed from the terms of reference, as services still needed to be provided regardless of this.

Greater clarity was then sought on the areas to be specifically covered within the review and these were confirmed as:

- (1) What should be measured, including the number of indicators, and the most appropriate mechanism for monitoring performance.
- (2) The Commission's role in monitoring progress.
- (3) How to present performance reports so they made sense to people in the community.

A request was made that the timeliness of reporting needed to be included as part of the review, so that recommendations could be made by the Commission to the Executive to help improve performance. There was however agreement that the subject needed to be scrutinised more broadly before timeliness of reporting could be considered further.

RESOLVED that subject to minor amendments the Terms of Reference for the task group review would be approved. This would be formed by two Conservative Members and one Liberal Democrat Member. Councillor Quentin Webb volunteered to participate and two further Members would be sought. Membership of the task group was not limited to Members of the Commission.

56. Greener Select Committee

The Commission considered a report (Agenda Item 11) on the work of the Greener Select Committee.

RESOLVED that the report be noted.

57. Healthier Select Committee

(Councillor David Rendel declared a personal interest in Agenda item 12 by virtue of the fact that his wife was a GP in West Berkshire. As his interest was personal and not prejudicial he was permitted to take part in the debate and vote on the matter).

(Councillor Carol Jackson-Doerge declared a personal interest in Agenda item 12 by virtue of the fact that she worked for NHS Berkshire West. As her interest was personal and not prejudicial she was permitted to take part in the debate and vote on the matter).

The Commission considered a report (Agenda Item 12) on the work of the Healthier Select Committee.

Councillor Geoff Findlay referred to work undertaken with other South Central Health Scrutiny Committees. This covered trauma management and children's cardiac and neurological services. A report was recently provided to this group by the Strategic Health Authority (SHA) on changes to the way in which services were commissioned, as set down by Government.

The financial pressures felt in Berkshire West were replicated across the south central area. While funding had not been cut, there were increasing pressures on services causing a huge financial burden. This was particularly due to the growing elderly population.

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A special meeting of the Select Committee was to be arranged with, among others, NHS Berkshire West as a result of the potential change to GP service provision at Underwood Road in Calcot. There were plans to redevelop the GP surgery, but NHS Berkshire West had indicated that they were not planning to continue to offer services from that site. This had led to a public consultation and the Select Committee meeting was to be called as part of that process.

Reference was then made to the recently published White Paper 'Equity and Excellence: Liberating the NHS' which was out for consultation. It was queried whether the potentially enormous implications this would bring was to be discussed by the Select Committee, the Portfolio Holder etc with GPs. This included local authorities taking on the responsibility for public health and it was further queried whether consideration would be given to commissioning services more widely than West Berkshire and Berkshire West.

Councillor Findlay reported that the advice of the SHA pointed to the possible creation of larger GP surgeries to replace PCTs. However, no decisions had been taken and meetings with GPs had not been arranged by the Select Committee as this was still at a very early stage.

Nick Carter advised that Officer discussions had commenced in this regard at the Berkshire West Health and Wellbeing Partnership Board. Local authorities were taking a lead on this work that also included PCTs and other key parties including GPs and the Director of Health. It was likely that commissioning of services would extend beyond West Berkshire.

This work was at an early stage and PCTs were to remain for a further 2.5 years, but consideration was being given to having a GP Consortium for each Local Authority. These were already in existence in some areas.

It was intended that reports on this matter would be brought to the Executive at a later stage and Nick Carter agreed to establish how the Select Committee could become involved.

RESOLVED that the update would be noted and Nick Carter would establish how the Select Committee could become involved in the changes that could materialise as a result of the Government White Paper.

58. **Resource Management Select Committee**

The Commission considered a report (Agenda Item 13) on the work of the Resource Management Select Committee.

Councillor Jeff Brooks advised that work commenced at the last meeting on both the Procurement processes in place across the Council and on the impact Timelord was having across Service Areas. These would be continued at the next meeting.

Feedback was awaited on the potential for the Select Committee to receive quarterly budget reports after Management Board but in advance of the Executive to enable recommendations and comments to be fed through.

RESOLVED that the update would be noted.

59. **Safer Select Committee**

The Commission considered a report (Agenda Item 14) on the work of the Safer Select Committee.

Councillor Quentin Webb advised that the Select Committee continued its review into the installation of fire sprinklers into new and refurbished Council buildings including schools.

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Visits were being arranged to sites including St Bartholomew's School and the Kennet Centre to help inform the review. It was the intention to conclude this review at the next meeting and recommendations relating to the need for a specific policy and its suggested content would be considered.

A draft scoping document was presented for the Commission's approval in relation to a review into crime statistics. This would seek to assess whether the activity undertaken as a result of the crime statistics had brought about a reduction in crime.

RESOLVED that the report would be noted and the scoping document for the review into crime statistics would be approved.

60. **Stronger Communities Select Committee**

The Commission considered a report (Agenda Item 15) on the work of the Stronger Communities Select Committee.

Councillor Irene Neill advised that a briefing was received at the last meeting on the positive work being done as part of the Greater Greenham Project.

The audit report into the Housing Register was considered. This covered the systems and procedures in place, but the Select Committee was of the view that further work needed to be conducted to assess the actual work being undertaken within the service. A working group had therefore been formed and this was due to meet in September. It was hoped that a report could then be provided to the next full meeting of the Select Committee in October.

Further agenda items for the October meeting were to review the work of the playbuilder programme, which was under threat due to budget cuts, and to receive a report from the supporting small schools Officer group to assess whether further work was required by the Select Committee.

RESOLVED that the report would be noted.

61. **West Berkshire Forward Plan - August - November 2010**

The Commission considered the West Berkshire Forward Plan (Agenda Item 16) for the period covering August to November 2010.

RESOLVED that the Forward Plan would be noted.

62. **Overview and Scrutiny Management Commission and Select Committee Work Programme**

The Commission considered the work programme of the Commission and Select Committees for 2010/11 (Agenda Item 17).

Councillor Brian Bedwell informed the Commission that the CCfA item relating to the Underwood Road shopping centre in Calcot could be removed from the work programme as good progress was being made. He was shortly due to attend a public display of the plans, this was part of the consultation being undertaken by the developer.

Councillor Bedwell thanked Members of the Commission for their support in helping to resolve this matter.

RESOLVED that the work programme would be noted.

63. **Response to the scrutiny review into Health Partnership Working**

(Councillor David Rendel declared a personal interest in Agenda item 18 by virtue of the fact that his wife was a GP in West Berkshire. As his interest was personal and not prejudicial he was permitted to take part in the debate and vote on the matter).

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(Councillor Carol Jackson-Doerge declared a personal interest in Agenda item 18 by virtue of the fact that she worked for NHS Berkshire West. As her interest was personal and not prejudicial she was permitted to take part in the debate and vote on the matter).

The Commission considered an information report (Agenda Item 18) advising of the response to the Commission's recommendations by the Executive and NHS Berkshire West following the scrutiny review into health partnership working.

Members were pleased to see that the recommendations were fully accepted by the Executive and partially so by NHS Berkshire West.

RESOLVED that the information would be noted.

(The meeting commenced at 6.30pm and closed at 8.15pm)

CHAIRMAN

Date of Signature

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Title of Report:	Council Plan Outcomes 2010/11: Quarter 1 Performance Update
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	14 September 2010
Forward Plan Ref:	EX2106

Purpose of Report: To examine the Council performance report for Quarter 1 of 2010/11 to consider, where appropriate, any remedial action.

Recommended Action: To note the report and recommend further action as appropriate.

Overview and Scrutiny Management Commission Chairman	
Name & Telephone No.:	Councillor Brian Bedwell – Tel (0118) 9420196
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Portfolio Member Details	
Name & Telephone No.:	Councillor Anthony Stansfeld - Tel (01488) 658238
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Supporting Information

1. Introduction

- 1.1 This report sets out the quarter 1 performance update for the Council Plan Outcomes 2010/11, considered by the Executive on 2 September 2010.

2. Recommendation

- 2.1 The Overview and Scrutiny Management Commission is asked to note the report and recommend further action as appropriate.

Appendices

Appendix A – Council Plan Outcomes 2010/11 Q1: Update on Achievement

Title of Report:	Council Plan Outcomes 2010/11 Q1: Update on Achievement
Report to be considered by:	Executive
Date of Meeting:	2 nd September 2010
Forward Plan Ref:	EX2106

Purpose of Report: 1) To report Q1 performance against each of the outcomes identified in the 2010/11 Council Plan.
2) To report remedial action that is or has been taken, where achievement will not be met.

Recommended Action: 1) To note performance against each of the outcomes identified in the 2010/11 Council Plan.
2) To note and approve remedial action being taken, where achievements will not be met by the end of the municipal year.

Reason for decision to be taken: The Council Plan sets out the purpose and ambition of West Berkshire Council. It defines the Council's main focus of activities and the measures of performance against which it will assess itself.
Monitoring and managing performance within each of these main areas of work is key in making sure the Council delivers what it has set out to achieve - and where this has not happened, in ensuring that appropriate action is taken to mitigate the impact of the target not being met.

Other options considered: Not to report performance.

Key background documentation:

- Performance data contained within the performance portal.
- 2010/11 Council Plan.

The proposals contained in this report will help to achieve the following Council Plan Priorities:	
<input checked="" type="checkbox"/>	CPP1 – Support our communities through the economic recession – to alleviate the impact on different communities and individuals who find themselves out of work and/or disadvantaged
<input checked="" type="checkbox"/>	CPP2 – Raise levels of educational achievement – improving school performance levels
<input checked="" type="checkbox"/>	CPP3 – Reduce West Berkshire's carbon footprint – to reduce CO ₂ emissions in West Berkshire and contribute to waste management, green travel, transportation and energy efficiency
The proposals will also help achieve the following Council Plan Themes:	
<input checked="" type="checkbox"/>	CPO1 - Better Roads and Transport
<input checked="" type="checkbox"/>	CPO2 - Thriving Town Centres
<input checked="" type="checkbox"/>	CPO3 - Affordable Housing

- CPO4 - High Quality Planning
- CPO5 - Cleaner and Greener
- CPO6 - Vibrant Villages
- CPO7 - Safer and Stronger Communities
- CPO8 - A Healthier Life
- CPO9 - Successful Schools and Learning
- CPO10 - Promoting Independence
- CPO11 - Protecting Vulnerable People
- CPO12 - Including Everyone
- CPO13 - Value for Money
- CPO14 - Effective People
- CPO15 - Putting Customers First
- CPO16 - Excellent Performance Management

The proposals contained in this report will help to achieve the above Council Plan themes and outcomes by:

effectively communicating what is planned and what has been achieved and the setting and maintaining of minimum standards of service in key areas.

Portfolio Member Details	
Name & Telephone No.:	Councillor Anthony Stansfeld - Tel (01488) 658238
E-mail Address:	astansfeld@westberks.gov.uk
Date Portfolio Member agreed report:	29 July 2010

Contact Officer Details	
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Name:	Jenny Legge
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Implications

- Policy:** Any policy implications will be highlighted in the individual exception reports.
- Financial:** Any financial implications will be highlighted in the individual exception reports.
- Personnel:** Any personnel implications will be highlighted in the individual exception reports.
- Legal/Procurement :** Any legal implications will be highlighted in the individual exception reports.
- Property:** Any implications for property will be highlighted in the individual

exception reports.

Risk Management: Any implications for risk management will be highlighted in the individual exception reports.

Equalities Impact Assessment: Any implications for equalities will be highlighted in the individual exception reports.

Is this item subject to call-in?	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>
If not subject to call-in please put a cross in the appropriate box:		
The item is due to be referred to Council for final approval		<input type="checkbox"/>
Delays in implementation could have serious financial implications for the Council		<input type="checkbox"/>
Delays in implementation could compromise the Council's position		<input type="checkbox"/>
Considered or reviewed by Overview and Scrutiny Commission or associated Task Groups within preceding six months		<input type="checkbox"/>
Item is Urgent Key Decision		<input type="checkbox"/>

Executive Summary

1. Performance Overview

- 1.1 This report sets out Q1 performance against key activities / measures in the 2010/11 West Berkshire Council Plan.
- 1.2 The Council Plan in full can be downloaded from westberks.gov.uk/councilplan.
- 1.3 In total, there are 110 key activities or measures spread over the 16 different themes around which we assess our delivery of the Council Plan.
- 1.4 At the end of Q1, 75 of these activities / measures (82% of those reported) are on track to be successfully achieved.

	Number	Proportion
Green	75	82%
Amber	16	18%
Red	0	-
		100%
Not available / annual indicator	19	
<i>Total</i>	<i>110</i>	

- 1.5 In setting particularly stretched targets to improve the outcomes for our communities it is perhaps inevitable that there will be some we do not achieve. Although we aim to achieve everything we set out in our Council Plan, when a target is not met, we ensure that robust actions are taken to mitigate any adverse consequences.
- 1.6 In Q1, no key activities / measures are reported as 'red'.
- 1.7 However, 16 key activities / measures are being flagged as 'amber' at this stage. That is to say, although indicating that we are behind schedule, we would still expect these to be completed, or met, by the end of the financial year. These are:
- Offer access to free entitlement to education to 50 disadvantaged 2 year olds. (Successful Schools and Learning)
 - Work in partnership to support young offenders by ensuring that 68.4% are engaged in suitable education, employment or training (NI 45). (Safer Communities)
 - Increase in the number of young people engaging with the library service by 3%. (Including Everyone)
 - Following the successful trial of real time passenger information for buses in Thatcham, extend the facility to appropriate bus stops in Theale, Calcot, Tilehurst and Purley. (Better Roads and Transport)
 - Award 85 new grant loans to bring properties up to a safe and decent standard. (Affordable Housing)
 - Assist 30 applicants to purchase a home with an equity loan deposit through the First Step West Berkshire scheme. (Affordable Housing)
 - Facilitate a total annual provision of 80 new affordable housing units - with 25% of this total as new units in rural areas (NI 155). (Affordable Housing)
 - Ensure that performance in relation to the speed in which planning applications are determined is maintained above the Government's targets (80% of 'major' applications within 13 weeks) (NI 157). (High Quality Planning)

- Ensure that performance in relation to the speed in which planning applications are determined is maintained above the Government's targets. (80% of 'minor' applications within 8 weeks) (NI 157). (High Quality Planning)
- Ensure that performance in relation to the speed in which planning applications are determined is maintained above the Government's targets. (80% of 'other' applications within 8 weeks) (NI 157). (High Quality Planning)
- Achieve Healthy Schools status for 85% of West Berkshire schools. (A Healthier Life)
- Achieve 75% of core assessments for children being carried out within 35 working days of their commencement (NI 60). (Protecting Vulnerable People)
- Increase to 99% the number of young people with special educational needs / disabilities who have an appropriate transition plan in place at 15 years of age. (Protecting Vulnerable People)
- Review those services that do not appear to provide value for money: (a) Review any service that, based on the Audit Commission's annual value for money report – or through our own research - appears to be high cost; (b) Report the findings of all reviews and identify options for cost reduction; (c) Ensure that where services remain high cost, the reasons can be clearly aligned with the Council's stated priorities. (Value for Money)
- Run our third annual 'job fair' to promote job opportunities in the Council and with other local employers. (Effective People)
- Ensure that 85% of customer service enquiries are dealt with at the first point of contact. (Putting Customers First)

2. Provisional or 'Grey' Indicators

- 2.1 There remain a number of measures for which the quarterly data is not yet available. Where possible, we have provided provisional or estimated data based on unaudited / best guesses – these are indicated as such.
- 2.2 However, in certain circumstances the data is yet to be made available in time for this report to be fed into the executive cycle – for example formal planning enforcement for non-compliance, or visits to leisure centres. Where this is the case, progress is marked by as grey (GY) and is annotated with when this data will be available. These will be updated as and when the data becomes available.

3. Consolidating our Services

- 3.1 During the life of the Council Plan we sought to focus our resources, via the Medium Term Financial Strategy (MTFS), on delivering our priorities. Whilst undertaking the 2010/11 refresh of the Council Plan and MTFS we were aware of impending cuts in public finances and the impact this would have on the stretched targets we set.
- 3.2 Although we anticipated a reduction in our finances, the level of cuts to public spending made by the coalition government were unprecedented and has led to a reduction of £1.1m from our budget in-year.

4. Removal of central government funding / requirements

- 4.1 When one of our activities was directly funded by government – or was measured directly by central government – and this funding / requirement has been deleted, we have removed the measure / activity from our calculations in this report. For the purposes of transparency, these have been 'greyed out' within the report rather than removed. Activities / measures removed are:
- Introduce two additional 14-19 diplomas for students aged 14+ - creative and media studies and business studies (linked to NI 90). (*Successful Schools and Learning*)

Diploma entitlement removed and as such there is no longer a requirement to monitor the introduction of new diplomas.

- Work in partnership to improve the percentage of West Berkshire residents who rate positively how the Council and the police deal with their concerns about crime and anti-social behaviour to 29% from a baseline in 2008 of 22.6% (NI 21). (*Safer Communities*)
The requirement by central government to undertake the 2010 Place Survey – from which this national indicator is derived - has been dropped. We shall therefore not be conducting an annual resident survey for 2010.
- Increase the number of attendances by people over 60 years of age taking part in the free swimming programme by 5%. (*Including Everyone*)
The dedicated grant from central government to cover this scheme has been removed.
- Increase the percentage of primary school pupils walking and cycling to school to 55%. (*Cleaner and Greener*)
No further activity in this area as a result of the reallocation of resources due to cuts in the area based grant.
- Complete an enhancement scheme for the High Street in Thatcham. (*Thriving Town Centres*)
The local transport plan integrated transport block settlement has been reduced by 75% for 2010/11 leaving insufficient funding to complete the project this year.
- Maintain the Audit Commission's Use of Resources assessment of the Council as 'performing well' (score of 3). (*Value for Money*)
The independent, external assessment regime has been abolished and so the council will not be comparatively scored.
- In partnership with a local training provider, create at least 30 new fixed term council jobs for young unemployed people (18-24), linked to apprenticeship frameworks. (*Effective People*)
Central government funding for this scheme has been withdrawn.
- Maintain the Audit Commission's Managing Performance assessment of the Council as 'performing well' (score of 3). (*Excellent Performance Management*)
The independent, external assessment regime has been abolished and so the council will not be comparatively scored.

Appendices

Appendix A – West Berkshire Council Plan 2010/11: Quarterly Report on Achievement of Outcomes

Consultees

Local Stakeholders:	n/a
Officers Consulted:	All service heads, IPG, Council Plan outcome owners, EPMG, Corporate Board.
Trade Union:	n/a

Council Plan Performance Report 2010/11

Quarter 1





West Berkshire Council Plan 2010/11

Quarterly Report on Achievement of Outcomes

Quarter 1

Compiled by:
Research, Consultation & Performance Team
Policy and Communication
July 2010

Overview

Each year West Berkshire Council updates and publishes its Council Plan. This sets out the purpose and ambition of the Council for the coming year. In conjunction with the Medium Term Financial Strategy, it defines the Council's main focus of activities, the measures of performance against which it will assess itself and the resources available to it to achieve these outcomes.

The West Berkshire Council Plan as a whole is framed within 16 themes. Within each theme there are a number of key, strategic activities or targets that the Council is working to achieve over the coming year.

The Council Plan in full can be downloaded from westberks.gov.uk/councilplan.

This report shows the progress of the Council in achieving each of these actions for 2010/11. Throughout the report we have used a 'traffic light' system to report progress:

- a 'green' indicator means we are expecting to have achieved or exceeded what we set out to do;
- 'amber' means we are behind target but expect to achieve the target at year end;
- 'red' indicates that we have – or will - fail to achieve the target;
- indicators reported as 'blue' represent an annual indicator that can only be reported at a particular point in time, whilst;
- indicators reported as 'grey' represent an indicator where the quarterly data is not yet available.

Due to shifts in government policy, as a result of the new coalition government, additional in-year government spending cuts are being made, a number of activities / measures identified in the Council Plan have been cut. That is to say, when one of our key objectives is affected by the cuts that are needing to be made in the budget, we have removed the target / project from our calculations. For the purposes of transparency, these appear 'greyed out' within the report, rather than being physically stripped out. As of Q1, 8 key activities / measures have been removed. These are:

- | | |
|--|--|
| ○ Introduce two additional 14-19 diplomas for students aged 14+ - creative and media studies and business studies (linked to NI 90). (<i>Successful Schools and Learning</i>). | <i>Diploma entitlement removed and as such there is no longer a requirement to monitor the introduction of new diplomas.</i> |
|--|--|

<ul style="list-style-type: none"> ○ Work in partnership to improve the percentage of West Berkshire residents who rate positively how the Council and the police deal with their concerns about crime and anti-social behaviour to 29% from a baseline in 2008 of 22.6%. (NI 21). (<i>Safer Communities</i>). ○ Increase the number of attendances by people over 60 years of age taking part in the free swimming programme by 5%. (<i>Including Everyone</i>) ○ Increase the percentage of primary school pupils walking and cycling to school to 55%. (<i>Cleaner and Greener</i>). ○ Complete an enhancement scheme for the High Street in Thatcham. (<i>Thriving Town Centres</i>). ○ Maintain the Audit Commission's Use of Resources assessment of the Council as 'performing well' (score of 3). (<i>Value for Money</i>) ○ In partnership with a local training provider, create at least 30 new fixed term council jobs for young unemployed people (18-24), linked to apprenticeship frameworks. (<i>Effective People</i>) ○ Maintain the Audit Commission's Managing Performance assessment of the Council as 'performing well' (score of 3). (<i>Excellent Performance Management</i>) 	<p><i>The requirement by central government to undertake the 2010 Place Survey – from which this national indicator is derived - has been dropped. We shall therefore not be conducting an annual resident survey for 2010.</i></p> <p><i>The dedicated grant from central government to cover this scheme has been removed.</i></p> <p><i>No further activity in this area as a result of in-year savings being made.</i></p> <p><i>The local transport plan integrated transport block settlement has been reduced by 75% for 2010/11 leaving insufficient funding to complete the project this year.</i></p> <p><i>The independent, external assessment regime has been abolished and so the council will not be comparatively scored.</i></p> <p><i>Central government funding for this scheme has been withdrawn.</i></p> <p><i>The independent, external assessment regime has been abolished and so the council will not be comparatively scored.</i></p>
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In total, there are now 110 activities or measures in the Council Plan for 2010/11 spread across the 16 themes which cover the range of functions of the authority. Q1 outturn for Council Plan activities and targets are as follows:

	Number	Proportion
Green	75	82%
Amber	16	18%
Red	0	-
Not available / annual indicator	19	100%
<i>Total</i>	<i>110</i>	

82% of key activities and measures being reported are returned as green – that is to say, are on track to be delivered / achieved with the timescale. A number of measures have been returned with quarterly data not yet available (grey), or is only reported annually (blue). These are annotated as such directly within the report.

16 key activities / measures are being reported as ‘amber’ – that is to say, indicating that although behind schedule, we would still expect these to be completed, or met, by the end of the financial year.











- Offer access to free entitlement to education to 50 disadvantaged 2 year olds. (*Successful Schools and Learning*).
- Work in partnership to support young offenders by ensuring that 68.4% are engaged in suitable education, employment or training. (linked to NI 45). (*Safer Communities*)
- Increase in the number of young people engaging with the library service by 3%. (*Including Everyone*)
- Following the successful trial of real time passenger information for buses in Thatcham, extend the facility to appropriate bus stops in Theale, Calcot, Tilehurst and Purley. (*Better Roads and Transport*)
- Award 85 new grant loans to bring properties up to a safe and decent standard. (*Affordable Housing*)
- Assist 30 applicants to purchase a home with an equity loan deposit through the First Step West Berkshire scheme. (*Affordable Housing*)










- Facilitate a total annual provision of 80 new affordable housing units - with 25% of this total as new units in rural areas (NI 155). (*Affordable Housing*)
- Ensure that performance in relation to the speed in which planning applications are determined is maintained above the Government's targets. (80% of 'major' applications within 13 weeks). (NI 157). (*High Quality Planning*)
- Ensure that performance in relation to the speed in which planning applications are determined is maintained above the Government's targets. (80% of 'minor' applications within 8 weeks). (NI 157). (*High Quality Planning*)
- Ensure that performance in relation to the speed in which planning applications are determined is maintained above the Government's targets. (80% of 'other' applications within 8 weeks). (NI 157). (*High Quality Planning*)
- Achieve Healthy Schools status for 85% of West Berkshire schools. (*A Healthier Life*)
- Achieve 75% of core assessments for children being carried out within 35 working days of their commencement. (NI 60). (*Protecting Vulnerable People*)
- Increase to 99% the number of young people with special educational needs / disabilities who have an appropriate transition plan in place at 15 years of age. (*Protecting Vulnerable People*)
- Review those services that do not appear to provide value for money: (a) Review any service that, based on the Audit Commission's annual value for money report – or through our own research - appears to be high cost; (b) Report the findings of all reviews and identify options for cost reduction; (c) Ensure that where services remain high cost, the reasons can be clearly aligned with the Council's stated priorities. (*Value for Money*).
- Run our third annual 'job fair' to promote job opportunities in the Council and with other local employers. (*Effective People*)
- Ensure that 85% of customer service enquiries are dealt with at the first point of contact. (*Putting Customers First*)











Supporting commentaries for each of these actions are noted next to the relevant indicator / activity within the main of the report.











The following section lists progress against all of the key activities / measures in the 2010/11 Council Plan by theme.









Section 1: Council Plan achievements by theme – Quarter 1 (2010/11)












Council Plan Theme and Outcomes		Q1	Q2	Q3	YE	Supporting commentary
01 SUCCESSFUL SCHOOLS AND LEARNING						
Increase the number of pupils gaining five or more high grades at GCSE, including English and Maths, from the 2006 average of 51.6% to 55% (NI 75).						Reports in Q3.
Increase to 57 the number of primary schools where 55% or more pupils score Level 4 or above in English and Maths at the end of Key Stage 2 (linked to NI 73).						Reports in Q3.
Maintain improvement in secondary school pupil attendance so that persistent absence is 4.2% or less (linked to NI 87).						Reports in Q3
Introduce two additional 14-19 diplomas for students aged 14+ - creative and media studies and business studies (linked to NI 90).	NO LONGER VALID					Diploma entitlement has been withdrawn by central government; therefore there is no longer a requirement to monitor the introduction of new diplomas.
Open all secondary schools from 8.00am to 6.00pm all year round and offer a wide range of community activities.						
Increase numbers of school staff trained in safeguarding to 92%.						Reports in Q4
Ensure that 100% of 3-4 year olds have access to fifteen hours of free entitlement (childcare and early education), 38 weeks of the year.						
Offer access to free entitlement to education to 50 disadvantaged 2 year olds.						Outturn in Q1 is slightly under target at 47. We expect to reach our target by year end.
Ensure all Children's Centres are delivering the core offer.						
Ensure at least 30% of learners on the Adult Safeguarded Learning programmes come from areas of low participation in education.						
Commence pre-construction of the Castle School post-16 facility on Newbury College site.						











Council Plan Theme and Outcomes	Q1	Q2	Q3	YE	Supporting commentary
Commence pre-construction of Theale Green sixth form block.					
02 SAFER COMMUNITIES					
Work in partnership to improve the percentage of residents who rate positively how the council and the police deal with their concerns about crime and anti-social behaviour to 29% from a baseline in 2008 of 22.6%. (NI 21)	NO LONGER VALID				
Work in partnership to reduce house burglaries by 9%					
Work in partnership to reduce criminal damage by 2% from the 2008/9 baseline.					
Work in partnership to reduce the serious acquisitive crime rate by 9% compared to the 2007/8 baseline of 2,071 offences. (NI 16)					
Work in partnership to reduce the assault with injury crime rate by 11.2% compared to the 2008/9 baseline of 822 offences. (NI 20)					
Work in partnership to support young offenders by ensuring that 68.4% are engaged in suitable education, employment or training. (NI 45)					Although below target, it is hoped that this measure will be met by year end.
Work in partnership to reduce the re-offending rate of prolific and priority offenders compared to the 2007/8 baseline of 105 convictions. (NI 30)					Q1 data available in Q2.
Work in partnership to reduce drug related crime by getting 72% of local drug using offenders into treatment.					Awaiting Q1 data to be released by the National Treatment Agency (NTA). Will be available in Q2.
Work in partnership to ensure that no more than 28% of the incidents of domestic abuse managed by the Multi Agency Risk Assessment Committee (MARAC) are repeat referrals. (NI 32)					Awaiting Q1 data from Thames Valley Police. Will be available in Q2.












Council Plan Theme and Outcomes	Q1	Q2	Q3	YE	Supporting commentary
Continue to improve the road safety record in West Berkshire by reducing the numbers of people killed or seriously injured on our roads based on a rolling three year average. (NI 47)					Q1 data available in Q2.
Complete the local flooding / major incident response plan with five flood prone town and parish councils.					
03 INCLUDING EVERYONE					
Publish a new comprehensive equality scheme to cover race, disability and gender and begin implementation of the action plan					
Provide 25 work placements through the Pathways to Employment services (P2E).					
Publish a plan to raise demand for English language courses, prioritising learners who want to maximise their employment potential and learners who want to support their children through school					
Increase the proportion of people using libraries to 48.1%. (NI 9)					Reports in Q3.
Increase in the number of young people engaging with the library service by 3%					Q1 outturn is slightly below where we would expect to be, however anticipate being back on target when the main programme of work around young people commences later in the year.
Increase in the number of visits to leisure centres by carers and the cared for by 5%.					Q1 data available in Q2.
Increase in the number of visits to leisure centres by people from harder to reach groups by 5%					
Increase the number of attendances by people over 60 years of age taking part in the free swimming programme by 5%	NO LONGER VALID				Central government grant for this programme has been withdrawn.
Develop and launch improved arrangements for people with a social care need to access information and advice from a single point of contact					












Council Plan Theme and Outcomes	Q1	Q2	Q3	YE	Supporting commentary
Publish a strategy to set out how the Council and partner agencies can more effectively address issues around child poverty in West Berkshire.					
Support the development of a user-led organisation as part of the Putting People First programme.					
Support the development of a new voluntary sector support organisation (Empowering West Berkshire).					
04 BETTER ROADS AND TRANSPORT					
Improve resident positive perception of the condition of the local road and footway network to exceed the national average using the NHT survey.					Reports in Q3.
Maintain the continuing improvement in the condition of the district's roads by ensuring that no more than 5% of the principal road network is in need of repair. (NI 168)					Reports in Q4.
Following the successful trial of real time passenger information for buses in Thatcham, extend the facility to appropriate bus stops in Theale, Calcot, Tilehurst and Purley.					Slightly behind schedule but is expected that the project will be completed by year end, subject to any technical issues being resolved.
Ensure consistency of speed limits across the district by completing the review of all limits on our A and B class roads					
Ensure that the average time taken to repair a street lighting fault, where the fault is under the Council's control, is 7 days or less					
05 CLEANER AND GREENER					
Increase the percentage of household waste recycled and composted to at least 41.5% (NI 192)					NB: is an estimated outturn of 45.1%. Q1 data will not be validated until Oct 2010.
In partnership with others, implement 3 cross-cutting biodiversity initiatives, meeting the duties under the Natural Environment and Rural Communities Act					








Council Plan Theme and Outcomes	Q1	Q2	Q3	YE	Supporting commentary
In partnership with others, hold a programme of seven environmental events aimed at improving 'green education' to help bring about change.					
Increase the percentage of primary school pupils walking and cycling to school to 55%. (NI 198)	NO LONGER VALID				No further activity in this area as a result of in-year savings being made.
Promote 'Sustainable Schools', by working with them to develop an action plan to encourage sustainable practice in school management, curriculum and engagement in their local and global communities					
Install 'advanced metering' technology in at least five council buildings.					
Install 'voltage optimisation' technology in five council buildings					
Introduce a Sustainable Procurement Impact Assessment to ensure that environmental and social considerations are integrated within the procurement process in order to reduce adverse impacts on health, social conditions and the environment.					
06 THRIVING TOWN CENTRES					
Maintain the change in footfall within our main town centres at a level greater than the national average.					Awaiting national figures in order to draw comparative returns – will report in Q2
Complete a feasibility study for the redevelopment of the London Road industrial estate.					
Subject to the outcome of the independent survey to determine the level of local residents' support, work with other stakeholders to develop a scheme for redevelopment of the Wharf area, including the proposed pavilion in the park.					
Complete an enhancement scheme for the High Street in Thatcham.	NO LONGER VALID				The local transport plan integrated transport block settlement has been reduced by 75% for 2010/11 leaving insufficient funding to complete the project this year.










Council Plan Theme and Outcomes	Q1	Q2	Q3	YE	Supporting commentary
Launch the new look "Visit Newbury" website in conjunction with local businesses.					
07 AFFORDABLE HOUSING					
Prevent 450 people from becoming homeless through early intervention					
Help 180 applicants into the private rented sector through the Threshold Loan Scheme.					
Award 85 new grant loans to bring properties up to a safe and decent standard					There are current concerns about the ability to complete this target but the lack of completions in Q1 is not a reflection of current progress.
Assist 30 applicants to purchase a home with an equity loan deposit through the First Step West Berkshire scheme					A marketing campaign is being prepared and it is hoped that this will increase take up.
Assist 15 applicants with mortgage difficulties by offering relevant advice and assistance through Money Advice, Court Desk Service and the Mortgage Rescue scheme to enable them to remain in their own homes					
Facilitate a total annual provision of 80 new affordable housing units - with 25% of this total as new units in rural areas (NI 155)					This is due to the slow housing market reflecting a low take up.
Maximise the use of existing housing stock by providing an incentive for the return to use of 50 empty homes in the district.					
08 HIGH QUALITY PLANNING					
Facilitate the delivery of at least 265 new homes. (NI 154)					Official figures from CLG will be published in September 2010.
Ensure that at least 60% of new housing is built on previously developed land (NI 170).					NI 170 has been deleted, but data is still being collected as part of the Local Development Framework.
Adopt the Local Development Framework's core strategy					





Council Plan Theme and Outcomes	Q1	Q2	Q3	YE	Supporting commentary
Adopt the third Local Transport Plan (LTP3).					
Identify sufficient housing sites to deliver the housing requirement in the West Berkshire Development Plan for the next five years. (NI 159)					Data available in December 2010.
Ensure that the number of upheld planning appeals is less than the national average.					
Ensure that performance in relation to the speed in which planning applications are determined is maintained above the Government's targets. (80% of 'major' applications within 13 weeks). (NI 157)					Outturn is estimated at 75% until submitted to CLG.
Ensure that performance in relation to the speed in which planning applications are determined is maintained above the Government's targets. (80% of 'minor' applications within 8 weeks). (NI 157)					Outturn is estimated at 82% until submitted to CLG. An increase in planning applications together with a number of vacant and frozen posts is very likely to result in performance below target.
Ensure that performance in relation to the speed in which planning applications are determined is maintained above the Government's targets. (80% of 'other' applications within 8 weeks). (NI 157)					Outturn is estimated at 87% until submitted to CLG. An increase in planning applications together with a number of vacant and frozen posts is very likely to result in performance below target.
Check 90% of new building regulation applications within 10 days of receipt of a valid application.					
Ensure that 99% of building regulation inspections are carried out the same day as requested.					
Develop an understanding of the needs of Planning Service customers by forming and holding four Development Industry Forums.					
Investigate and either close or commence formal planning enforcement action in 60% of cases within 10 working days of receipt of a complaint or the identification of non-compliance with a condition.					Q1 data available in Q2.

Council Plan Theme and Outcomes	Q1	Q2	Q3	YE	Supporting commentary
Prepare and publish a resource assessment of the archaeology of the aggregate producing areas of West Berkshire.					
09 VIBRANT VILLAGES					
Make available and distribute over £100,000 of Vibrant Villages and Parish Plan grants for projects to help improve communities' local facilities.					
Assist three communities in actively developing their parish plans					
Hold four 'Parish Plan Surgeries' and two 'Meet the Expert' evenings to assist parish planners in developing their plans					
Stage an annual Parish Plan Conference.					
10 A HEALTHIER LIFE					
Increase to 25% the proportion of the adult population participating in 30 minutes of moderately strenuous exercise at least 3 times per week. (NI 8)					Reports in Q4
Increase the number of young people taking part in a specific programme of sporting activity during the school summer holidays by 5%.					Reports in Q2
Achieve Healthy Schools status for 85% of West Berkshire schools.					Outturn in Q1 is 80%, we expect to achieve our target by year end.
Provide reparation activities within Countryside and Environment for 20 young people referred through the Youth Offending Team.					
Increase by 8 the number of teachers in West Berkshire schools who have obtained a Personal Social and Health Education qualification.					
Achieve a 5% increase in uptake of the leisure card (concessionary level) amongst vulnerable groups.					

Council Plan Theme and Outcomes	Q1	Q2	Q3	YE	Supporting commentary
11 PROMOTING INDEPENDENCE					
Further increase the numbers of known carers and carers who are supported to 2,000					
Support 3,750 older people to live in their own homes, through providing a range of care services (NI 136).					
Create supported living opportunities for 12 individuals through a variety of extra care housing facilities.					
Support 182 people with a learning disability to participate in a work placement (Linked to NI 150).					
Increase customer satisfaction with the homecare intake service from 67% to 75%.					
Increase the income of 200 people who receive either attendance allowance or pension credit.					
Ensure that at least 30% of eligible service users and carers have a personal budget.					
Provide Family Group Conferences for 75 families.					
12 PROTECTING VULNERABLE PEOPLE					
Reduce the number of young people not in education, employment or training at the age of 16 to 6% of total. (NI 117)					
Achieve 75% of core assessments for children being carried out within 35 working days of their commencement. (NI 60)					Outturn in Q1 is 64%, however priorities are being addressed at management level and we expect to reach our target by year end
Increase to 99% the number of young people with special educational needs / disabilities who have an appropriate transition plan in place at 15 years of age					Outturn in Q1 is 98%, however we expect to reach the target set by year end.

Council Plan Theme and Outcomes	Q1	Q2	Q3	YE	Supporting commentary
Increase to 70% the proportion of people who successfully move from high needs Supporting People services into independent living. (NI 141)					Estimated outturn of 85% for Q1.
Review the effectiveness of the Safeguarding Adults framework through the use of audit tools and implement the resulting action.					
13 VALUE FOR MONEY					
Deliver efficiency savings of £847,000 as part of the Medium Term Financial Strategy.					
Maintain the Audit Commission's Use of Resources assessment of the Council as 'performing well' (score of 3)		NO LONGER VALID			External assessment abolished and no indication has yet been given as to what will replace it.
Review those services that do not appear to provide value for money: (a) Review any service that, based on the Audit Commission's annual value for money report – or through our own research - appears to be high cost; (b) Report the findings of all reviews and identify options for cost reduction; (c) Ensure that where services remain high cost, the reasons can be clearly aligned with the Council's stated priorities.					The Audit Commission report identified 3 services in the Community Services where the costs appear high. Initial discussions with the director identified that any VfM reviews may overlap with the work currently being undertaken as part of the Service Transformation Programme and may therefore not constitute a good use of resources. The VfM Group is considering this issue and will have further discussions with the director during quarter 2.
Undertake a review of those activities where costs are expected to be fully covered by external income.					
Review shared service arrangements:- Identify if a shared service arrangement is a cost effective option for services that remain high cost following a value for money review; undertake a review of any proposed new shared service arrangements.					
14 EFFECTIVE PEOPLE					
Introduce a 'job portal' for on-line applications for all our externally advertised vacancies by September 2010.					

Council Plan Theme and Outcomes	Q1	Q2	Q3	YE	Supporting commentary
Launch a range of e-learning courses for all employees to complement traditional training methods and continue to expand the catalogue throughout the year.					
Run our third annual 'job fair' to promote job opportunities in the Council and with other local employers.					In light of the current recruitment freeze it is unclear as to whether we shall run a job fair this year.
In partnership with a local training provider, create at least 30 new fixed term council jobs for young unemployed people (18-24), linked to apprenticeship frameworks.	NO LONGER VALID				Central government funding withdrawn. Outturn for Q1 however was 17.
Initiate a leadership programme for middle managers within the Council and its partner organisations in the Local Strategic Partnership.					
Review our pay and reward structure to ensure that it is able to deliver an effective and efficient workforce to meet the future needs of the Council.					
15 PUTTING CUSTOMERS FIRST					
Achieve an 85% satisfaction rating for customers accessing services through Customer Services.					
Ensure that 85% of customer service enquiries are dealt with at the first point of contact.					Performance was slightly below the new stretch target - up from 80% in the previous year. Achievement depends on staff skills and knowledge which develops over time. Issues in respect of absence and vacancies 'held' to meet the service's MVF (Managed Vacancy Factor) are skewing performance in this area. On going training to develop skills and knowledge will assist performance.
Provide one new service to be delivered via Customer Services.					
Commence a redesign of our website based around and linking resident 'life events'.					
Improve user satisfaction ratings with our website in the upper quartile compared to other unitary authorities participating in the national benchmarking survey.					

Council Plan Theme and Outcomes	Q1	Q2	Q3	YE	Supporting commentary
Provide the resources necessary to allow Customer Service Advisors to undertake National Vocational Qualifications (NVQ) in Customer Care.					
16 EXCELLENT PERFORMANCE MANAGEMENT					
Maintain the Audit Commission's Managing Performance assessment of the Council as 'performing well' (score of 3).	NO LONGER VALID				External assessment abolished and no indication has yet been given as to what will replace it.
Ensure all strategic (level one) performance information is collated into the executive cycle in a consistent manner on a quarterly basis.					
Continue to maintain the performance management system across the Council to collate, monitor and report key operational and strategic performance data.					
Effectively manage the performance management timetable cycle (including the redrafting of the Council Plan) across the Council.					

End of Report

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Agenda Item 8.

Title of Report:	Greener Select Committee
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	14 September 2010

Purpose of Report: To provide an update on the work of the Select Committee.

Recommended Action: To note the information.

Greener Select Committee Chairman	
Name & Telephone No.:	Councillor Emma Webster – Tel (0118) 9411676
E-mail Address:	ewebster@westberks.gov.uk
Contact Officer Details	
Name:	David Cook
Job Title:	Principal Policy Officer
Tel. No.:	01635 519475
E-mail Address:	dcook@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 This report provides an update on the work undertaken by the Greener Select Committee since the report made at the last OSMC meeting.

2. Progress made

- 2.1 The Greener Select Committee is currently undertaking a review into the use of local resources, initially focusing on the use of local food.
- 2.2 At the meeting on 8 June 2010 the Committee considered evidence from the Council's Procurement Team to see if there was anything the authority could do to aid local producers.
- 2.3 The evidence given formed part of the ongoing review.
- 2.4 The Committee also considered a report regarding progress undertaken following the OSMC's review into the 2007 floods. Carolyn Murison, Civil Contingencies Manager, introduced the report.
- 2.5 Andrew Deacon, Waste Manager, also attended the meeting and provided a list of key performance indicators used to monitor the Waste Management Contract.
- 2.6 The Public Transport Task Group met on 24 August 2010 and considered evidence from the Council's Access Officer and updated usage / operational figures.

3. Discussion items scheduled for the next meeting

- 3.1 The next meeting of the Greener Select Committee is scheduled to take place on 7 September 2010.
- 3.2 The Committee will continue its review into the use of local resources with a discussion regarding allotments. Newbury Town Council has been invited to discuss their work in developing allotments and other land owned by local councils that could contribute to local food production.
- 3.3 The Committee will also consider the draft recommendations from their review into local food prior to a report being considered at their December 2010 meeting.
- 3.4 The Committee will consider a presentation on fly tipping and the uptake of assisted waste collection and wheeled recycling boxes.

4. Work Programme

- 4.1 The latest work programme for the Select Committee is contained within Appendix A of item 14 of this agenda.

Appendices

There are no Appendices to this report.

Agenda Item 9.

Title of Report:	Healthier Select Committee Update
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	14 September 2010

Purpose of Report: To provide an update on the work of the Healthier Select Committee.

Recommended Action: To note for information.

Greener Select Committee Chairman	
Name & Telephone No.:	Councillor Geoff Findlay – Tel: (01635)871992
E-mail Address:	gfindlay@westberks.gov.uk

Contact Officer Details	
Name:	Jo Naylor
Job Title:	Principal Policy Officer
Tel. No.:	(01635) 503019
E-mail Address:	jnaylor@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 The Healthier Select Committee (HSC) has not met since the last OSMC update report.
- 1.2 A Special HSC meeting has been convened for 9th September to consider the impact of the proposals to withdraw the GP branch surgery at Underwood Road, Calcot. Members will explore the issues and make a recommendation to the NHS Berkshire West.
- 1.3 The Chairman is also due to update Committee Members on his discussions with the West Berkshire Local Involvement Network (LINK) and the South Central Strategic Health Authority.

2. Work Programme

- 2.1 The latest work programme for the Select Committee is contained within Appendix A of item 14 of this agenda.

Appendices

There are no appendices to this report.

Agenda Item 10.

Title of Report:	Resource Management Select Committee
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	14 September 2010

Purpose of Report: To provide an update on the work of the Select Committee.

Recommended Action: To note the information.

Resource Management Select Committee Chairman	
Name & Telephone No.:	Councillor Jeff Brooks – Tel (01635) 47391
E-mail Address:	jbrooks@westberks.gov.uk

Contact Officer Details	
Name:	Stephen Chard
Job Title:	Policy Officer (Scrutiny Support)
Tel. No.:	01635 519462
E-mail Address:	schard@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 The Select Committee is scheduled to meet on 13 September 2010 and a verbal update will be provided at the meeting.

2. Discussion items scheduled for the next meeting

- (1) To continue work to review procurement processes in place across the Council.
- (2) To receive feedback from Heads of Service on their experience of the Timelord process and that of their staff.
- (3) To receive a report on the work being undertaken to manage stress and sickness absence within the organisation.
- (4) To review the action plans in place following the employee attitude survey.
- (5) To receive an update on progress with the exit interview process.
- (6) Month 4 revenue and quarter 1 capital reports.

3. Work Programme

- 3.1 The latest work programme for the Select Committee is contained within Appendix A of item 14 of this agenda.

Appendices

There are no Appendices to this report.

Title of Report:	Safer Select Committee
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	14 September 2010

Purpose of Report: To provide an update on the work of the Safer Select Committee.

Recommended Action: • To note for information

Safer Select Committee Chairman	
Name & Telephone No.:	Councillor Quentin Webb – Tel (01635) 202646
E-mail Address:	qwebb@westberks.gov.uk

Contact Officer Details	
Name:	Elaine Walker
Job Title:	Principal Policy Officer (Equality and Diversity)
Tel. No.:	01635 519441
E-mail Address:	ewalker@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 This report provides an update on the work undertaken by the Safer Select Committee since the report made at the last OSMC meeting.
- 1.2 The Committee have not met since the last report to the OSMC. Their next meeting will take place on September 20th 2010.

2. Improving Public Confidence

- 2.1 The Safer Select Committee completed their review into Improving Public Confidence in April 2010, producing recommendations that were subsequently submitted to, and approved by, the OSMC.
- 2.2 Having been approved by Corporate Board and Management Board, the final report and recommendations will be submitted to Executive on 2nd September 2010.

3. Installation of Fire Sprinklers

- 3.1 The Committee expect to finalise their recommendations into whether a Council policy should be established in relation to the installation of fire sprinkler systems in Council buildings at their next meeting in September.
- 3.2 Since their last meeting, the Committee have visited two retail sites, the Kennet Centre and Sainsbury's, to view the components of an installed fire sprinkler system, in particular the water storage tanks and pumping facilities required.

4. Crime Statistics

- 4.1 The Committee will begin a review into West Berkshire crime statistics, in particular how activity to address crime trends is determined and reviewed.

5. Work Programme

- 5.1 The latest work programme for the Select Committee is contained within Appendix A of item 14 of this agenda.

Appendices

There are no appendices to this report.

Agenda Item 12.

Title of Report:	Stronger Communities Select Committee
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	14 September 2010

Purpose of Report: To provide an update on the work of the Select Committee.

Recommended Action: To note the information.

Stronger Communities Select Committee Chairman	
Name & Telephone No.:	Councillor Irene Neill – Tel (0118) 9712671
E-mail Address:	ineill@westberks.gov.uk

Contact Officer Details	
Name:	Stephen Chard
Job Title:	Policy Officer (Scrutiny Support)
Tel. No.:	01635 519462
E-mail Address:	schard@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 The Select Committee has not met since the last OSMC report.
- 1.2 However, the first meeting of the Housing Register task group is scheduled for 6 September 2010 and progress will be reported verbally at the meeting.

2. Discussion items scheduled for the next meeting

- 2.1 The next meeting of the full Select Committee is taking place on 21 October 2010. Draft agenda items are as follows:
 - (1) To receive a report from the Housing Register task group.
 - (2) A review of progress with the Playbuilder Programme.
 - (3) Receipt of a report from the supporting small schools Officer group to assess what further work, if any, is required by the Select Committee.

3. Work Programme

- 3.1 The latest work programme for the Select Committee is contained within Appendix A of item 14 of this agenda.

Appendices

There are no Appendices to this report.

Agenda Item 13.

Title of Report:	West Berkshire Forward Plan
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	14 September 2010

Purpose of Report: To advise the Overview and Scrutiny Management Commission of items to be considered by West Berkshire Council from September to December 2010 and decide whether to review any of the proposed items prior to the meeting indicated in the plan.

Recommended Action: That the Overview and Scrutiny Management Commission considers the West Berkshire Council Forward Plan for September to December 2010 and recommends further action as appropriate.

Overview and Scrutiny Management Commission Chairman	
Name & Telephone No.:	Councillor Brian Bedwell – Tel (0118) 9420196
E-mail Address:	bbedwell@westberks.gov.uk

Portfolio Member Details	
Name & Telephone No.:	Councillor Graham Jones – Tel (01235) 762744
E-mail Address:	gjones@westberks.gov.uk

Contact Officer Details	
Name:	Stephen Chard
Job Title:	Policy Officer (Scrutiny Support)
Tel. No.:	01635 519462
E-mail Address:	schard@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 The Forward Plan attempts to cover all decisions, not just those made by the Executive, which the Authority intends to take over the next 4 months. The Forward Plan, attached at Appendix A, for the months of September to December 2010, also shows the decision path of each item including Council, Executive and Overview and Scrutiny Management Commission.
- 1.2 In order to hold the Executive to account, Overview and Scrutiny Management Commission Members are asked to identify any forthcoming decisions which may be appropriate for scrutiny.

Appendices

Appendix A – West Berkshire Council Forward Plan – September to December 2010

West Berkshire Council Forward Plan – September 2010 to December 2010

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact & Ext. No.	Lead Member (Portfolio Holder)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
SEPTEMBER 2010											
OS2110	Financial Report (Revenue and Capital) Month 4 2010/11	RMSC	13/09/10	Chief Executive	Andy Walker	Finance, Economic Development, Property, Health and Safety		03/09/10			01 September 2010
ID2140	Home to School Transport Policy 2011-12 - Following Call In <i>To consider any recommendations following this item being called-in</i>	ID	01/09/10	Children & Young People	Malcolm Berry	Education		TBC			01 September 2010
ID2063	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/09/10	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 September 2010
ID2064	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/09/10	Chief Executive	Paula Amorelli (2233)	Planning, Housing, Transport Policy		TBC			01 September 2010
ID2146	Appointment of Representative on an Outside Body - SE Employers	ID	01/09/10	Chief Executive	Maira Fraser	Leader of the Council		TBC			01 September 2010
ID2147	Bradfield - Proposed 20mph speed limit <i>To consider the responses received during statutory consultation</i>	ID	01/09/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 September 2010
ID2149	Englefield Road, Theale - Petition for a pedestrian crossing <i>To respond to a petition that has been submitted to the Council</i>	ID	01/09/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 September 2010

The items included in the Forward Plan were correct at the time of publication. The Forward Plan may, however, change and you are advised to contact Moira Fraser – Tel: 01635 519045 or e-mail: mfraser@westberks.gov.uk to confirm the contents of any agenda before attending a meeting. Executive decisions may be taken by the Executive acting as a collective body or by officers acting under delegated powers.

KEY:	Individual Executive Member Decision
ID =	Executive
EX =	Council
C =	Governance & Audit Committee
GA =	Standards Committee
S =	Personnel Committee
PC =	

West Berkshire Council Forward Plan – September 2010 to December 2010

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact & Ext. No.	Lead Member (Portfolio Holder)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
ID2152	Lamtarra Way, Greenham <i>To approve the statutory consultation and advertisement for a road closure</i>	ID	01/09/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 September 2010
ID2062	West Berkshire Forward Plan - October 2010 to January 2011 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	16/09/10	Chief Executive	Moira Fraser (2045)	Leader of the Council		08/09/10		Not subject to call in.	01 September 2010
EX2132	Improving Public Confidence <i>To set out recommendations arising from a Scrutiny Review into improving public confidence and to obtain agreement for the recommendations.</i>	EX	06/04/10 SSC 02/09/10 EX	Chief Executive	Susan Powell	Strategy, Performance, Community Safety		24/08/10	Thames Valley Police, local residents as part of previous scrutiny review.		01 September 2010
EX2100	Housing Strategy 2010-2015	EX	02/09/10 EX	Community Services	Mel Brain	Planning, Housing, Transport Policy		24/08/10	Housing service providers, including statutory services, voluntary services, Parish Councils, developers, Housing Associations and support providers, local residents		01 September 2010

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West Berkshire Council Forward Plan – September 2010 to December 2010

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EX2027	Recommendations Arising from the Scrutiny Review of Adverse Weather <i>To consider the recommendations from the Overview and Scrutiny Management Commission emanating from the recent Scrutiny review.</i>	EX	02/09/10 EX	Chief Executive	Carolyn Murison	Strategy, Performance, Community Safety		24/08/10			01 September 2010
EX2115	Establishment Report Q1 2010/11	EX	02/09/10 EX	Chief Executive	Robert O'Reilly	Strategy, Performance, Community Safety		24/08/10			01 September 2010
EX2141	Council Tax - Single Person Discount (SPD) Review - Outcome <i>To inform the Executive of the outcome of the SPD review and recommend ongoing use of the Northgate/Experian service</i>	EX	02/09/10 EX	Chief Executive	Steve Duffin	Finance, Economic Development, Property and Health and Safety		24/08/10			01 September 2010
EX2142	11 Chesterfield Road, Newbury <i>To seek approval to sell the property on the open market</i>	EX	02/09/10 EX	Environment	Amanda Dennis	Finance, Economic Development, Property and Health and Safety		24/08/10			01 September 2010
EX2106	Council Plan Outcomes 2010/11: Quarterly Performance Update - Q1 <i>To report quarterly performance against each of the outcomes identified in the 2010/11 Council Plan and to report remedial action being taken, where targets were not projected to be met</i>	EX	02/09/10 EX	Chief Executive	David Cook	Strategy, Performance, Community Safety		24/08/10	Performance officers, EPMG/IPG		01 September 2010

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West Berkshire Council Forward Plan – September 2010 to December 2010

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EX	Faraday Plaza Consolidation of Leases	EX	02/09/10 EX	Chief Executive	Les Gaulton	Finance, Economic Development, Property and Health and Safety		24/08/10			01 September 2010
EX2046	Financial Report Q1 2010/11	EX	02/09/10 EX	Chief Executive	Andy Walker	Finance, Economic Development, Property, Health and Safety		24/08/10			01 September 2010
EX2145	Museum Redevelopment <i>To consider redevelopment options for West Berkshire Museum in the light of a decision by the Heritage Lottery Fund to grant a Round One pass</i>	EX	02/09/10 EX	Community Services	David Appleton	Children & Families, Youth Service, Culture & Leisure		24/08/10			01 September 2010
C2040	Amendment to the Constitution - Extraordinary Council meetings <i>To amend West Berkshire Council's Constitution in order to clarify paragraph 4.1.3 of the Council Rules of Procedure relating to Extraordinary Meetings.</i>	C	06/09/10 GA 23/09/10 C	Chief Executive	Katharine Sheehan	Leader of the Council		26/08/10 GA 15/09/10 C			01 September 2010
C2134	A340 Footway/cycleway, Aldermaston Compulsory Purchase Order <i>To obtain permission from full Council to purchase private land using compulsory purchase powers under the Highways Act 1980</i>	C	23/09/10 C	Environment	Jon Winstanley	Highways, Transport (Operational) & ICT		15/09/10	Aldermaston Parish Council, local Ward Members by correspondence		01 September 2010
C2104	Amendments to Part 10 of the Council's Constitution	C	06/09/10 GA 23/09/10 C	Chief Executive	Andy Walker/ David Holling	Leader of the Council		26/08/10 GA 15/09/10 C			01 September 2010

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C2030	Petitions - Response to Consultation <i>To meet the requirements of the Local Democracy, Economic Development and Construction Act 2009</i>	C	06/09/10 GA 23/09/10 C	Chief Executive	Moirra Fraser	Leader of the Council		26/08/10 GA 15/09/10 C			01 September 2010
OCTOBER 2010											
ID2051	West Berkshire District Council Order Various Roads Ashampstead, 30mph speed limit	ID	01/10/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 October 2010
ID2050	West Berkshire District Council Order A338, Great Shefford, Chaddleworth and Fawley, 50mph speed limit	ID	01/10/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 October 2010
ID2049	West Berkshire District Council Order Various Roads, Fawley, 30mph speed limit	ID	01/10/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 October 2010
ID2066	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/10/10	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 October 2010
ID2067	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/10/10	Chief Executive	Paula Amorelli (2233)	Planning, Housing, Transport Policy		TBC			01 October 2010
ID2148	Dorneywood Way area, Newbury - Proposed 20mph speed limit zone <i>To consider the responses received during statutory consultation</i>	ID	01/10/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 October 2010

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West Berkshire Council Forward Plan – September 2010 to December 2010

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ID2150	Queens Road area, Newbury - Proposed 20mph speed limit zone <i>To consider the responses received during statutory consultation</i>	ID	01/10/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 October 2010
ID2151	Wickham Village - Proposed 30mph and 40mph speed limits <i>To consider the responses received during statutory consultation</i>	ID	01/10/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 October 2010
ID2153	A340 Tidmarsh Road - 40mph speed limit <i>To consider the responses received during statutory consultation</i>	ID	01/10/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 October 2010
ID2065	West Berkshire Forward Plan - November 2010 to February 2011 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	14/10/10 EX	Chief Executive	Moira Fraser (2045)	Leader of the Council		06/10/10		Not subject to call in.	01 October 2010
EX2088	Supporting People - Tenancy Support <i>To outline requirements of and seek agreement to the tender of a Supporting People funded contract for tenancy support service which is currently being delivered through the Council's Housing Operations Team.</i>	EX	14/10/10 EX	Environment	Tandra Forster	Planning, Housing, Transport Policy		06/10/10			01 October 2010
EX2043	Single Conversation - Local Investment Plan	EX	14/10/10 EX	Community Services	June Graves	Planning, Housing, Transport Policy		06/10/10			01 October 2010

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EX2156	Response to the Scrutiny Review into Section 106 contributions <i>To respond to the recommendations of the Overview and Scrutiny Management Commission following the investigation into why s106 contributions have been unspent and the issues delaying payment</i>	EX	14/10/10 EX	Environment	Caroline Walsh	Planning, Housing, Transport Policy		06/10/10			01 October 2010
NOVEMBER 2010											
ID2053	West Berkshire District Council Order, Station Road, Kintbury, 40mph speed limit	ID	01/11/10	Environment	Andrew Garratt	Highways, Transport (Operational) & ICT		TBC			01 November 2010
ID2069	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/11/10	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 November 2010
ID2144	Speed Limit Review - October 2010 <i>To approve the statutory consultation for altering the speed limit on a number of roads following a meeting of the speed limit task group.</i>	ID	01/11/10	Environment	Andrew Garratt	Planning, Housing, Transport Policy		TBC			01 November 2010
ID2158	Response to Petition on the Proposed Closure of the Taxi Rank in the Market Place, Newbury	ID	01/11/10	Environment	Mark Cole	Highways, Transport (Operational), ICT		TBC			01 November 2010
ID2070	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	10/11/10	Chief Executive	Paula Amorelli (2233)	Planning, Housing, Transport Policy		TBC			01 November 2010

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West Berkshire Council Forward Plan – September 2010 to December 2010

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ID2068	West Berkshire Forward Plan - December 2010 to March 2011 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	11/11/10	Chief Executive	Moira Fraser (2045)	Leader of the Council		03/11/10		Not subject to call in.	01 November 2010
GAC1905	Anti Fraud Strategy <i>To put in place an Anti Fraud Strategy for the Council that meets best practice.</i>	GA	15/11/10 GA	Chief Executive	Ian Priestley	Finance, Economic Development, Property, Health and Safety		05/11/10	Corporate Board, External Auditors		01 November 2010
EX2017	Corporate Property Asset Management Plan <i>To seek approval to the West Berkshire Council's Asset Management Plan</i>	EX	25/11/10 EX	Environment	Amanda Dennis	Strategy, Performance, Community Safety		17/11/10	Heads of Service		01 November 2010
EX2044	Single Conversation - Local Investment Agreement	EX	25/11/10 EX	Community Services	June Graves	Planning, Housing, Transport Policy		17/11/10			01 November 2010
EX2047	Financial Report Q2 2010/11	EX	25/11/10 EX	Chief Executive	Andy Walker	Finance, Economic Development, Property, Health and Safety		17/11/10			01 November 2010
DECEMBER 2010											
ID2069	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/12/10	Chief Executive	Jo Naylor	Partnerships, Equality, The Visions		TBC			01 December 2010

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The items included in the Forward Plan were correct at the time of publication. The Forward Plan may, however, change and you are advised to contact Moira Fraser – Tel: 01635 519045 or e-mail: mfraser@westberks.gov.uk to confirm the contents of any agenda before attending a meeting. Executive decisions may be taken by the Executive acting as a collective body or by officers acting under delegated powers.

West Berkshire Council Forward Plan – September 2010 to December 2010

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact & Ext. No.	Lead Member (Portfolio Holder)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
ID2070	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/12/10	Chief Executive	Paula Amorelli (2233)	Planning, Housing, Transport Policy		TBC			01 December 2010
ID2071	West Berkshire Forward Plan - January 2011 to April 2011 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	16/12/10	Chief Executive	Moirá Fraser (2045)	Leader of the Council		08/12/10		Not subject to call in.	01 December 2010
C1886	Amendments to the Constitution - Scheme of Delegation <i>To include Part 10 of the Town and Country Planning Act to the Head of Planning and Trading Standards</i>	C	09/12/10 C 15/11/10 GA	Chief Executive	Moirá Fraser, Elaine Cox	Leader of the Council		05/11/10 GA 01/12/10 C		Moved from May Council cycle	01 December 2010
C1982	West Berkshire Council Timetable of Public Meetings <i>To agree the timetable of public meetings for the year 2011/12</i>	C	09/12/10 C	Chief Executive	Moirá Fraser	Leader of the Council		01/12/10			01 December 2010
C2003	New Style Leader and Cabinet <i>To consider adopting new style leader and cabinet arrangements</i>	C	09/12/10 C 15/11/10 GA	Chief Executive	David Holling	Leader of the Council		05/11/10 GA 01/12/10 C			01 December 2010
C	Junior Citizen of the Year Award 2010 - Presentation	C	09/12/10 C	Chief Executive	Jo Watt	Chairman of Council		01/12/10			01 December 2010

The items included in the Forward Plan were correct at the time of publication. The Forward Plan may, however, change and you are advised to contact Moira Fraser – Tel: 01635 519045 or e-mail: mfraser@westberks.gov.uk to confirm the contents of any agenda before attending a meeting. Executive decisions may be taken by the Executive acting as a collective body or by officers acting under delegated powers.

KEY:	Individual Executive Member Decision
ID =	Executive
EX =	Council
C =	GA = Governance & Audit Committee
GA =	S = Standards Committee
S =	PC = Personnel Committee
PC =	

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Title of Report:	Overview and Scrutiny Management Commission and Select Committee Work Programme
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	14 September 2010

Purpose of Report: To receive, agree and prioritise the Work Programme of the Commission and Select Committees for the remainder of the 2010/11 Municipal Year.

Recommended Action: To consider the current items and any future areas for scrutiny.

Overview and Scrutiny Management Commission Chairman	
Name & Telephone No.:	Councillor Brian Bedwell – Tel (0118) 9420196
E-mail Address:	bbedwell@westberks.gov.uk

Contact Officer Details	
Name:	Stephen Chard
Job Title:	Policy Officer (Scrutiny Support)
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Executive Report

1. Introduction

- 1.1 The list of items on the work programme has recently been reviewed by each Select Committee and as a result the number of items has reduced.
- 1.2 An updated version of the Work Programme is attached at Appendix A for the Commission's consideration. Members are also asked to consider any future areas for scrutiny.

Appendices

Appendix A – Overview and Scrutiny Management Commission and Select Committee Work Programme

Consultees

Officers Consulted: Scrutiny and Partnerships Manager, Principal Policy Officers

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

Reference (a)	Subject/purpose (b)	Methodology (c)	Expected outcome (d)	Review Body (e)	Dates (f)	Lead Officer(s)/ Service Area (g)	Portfolio Holder(s) (h)	Comments (h)
OSMC/09/21	Rights of Way Improvement Plan To review the WB ROWIP and make recommendations on delivery.	In meeting review with information supplied by, and questioning of, lead officers.	Make recommendations to improve delivery.	GSC	Start: 14/12/10 End: 14/12/10	Paul Hendry - 2858 Countryside & Environment	Councillor Hilary Cole	A review will be undertaken after the Local Access Forum has made its recommendations.
OSMC/09/26	Use of local resources For the Select Committee to discuss.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: 19/01/10 End: TBC	Countryside & Environment	Councillor Pamela Bale	The review will start by looking at use of local food.
OSMC/09/27	Equality and amenity of the local environment For the Select Committee to discuss.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: 14/12/10 End: TBC	Countryside & Environment	Councillor Hilary Cole	Review will be undertaken as part of the review of the Right of Way Improvement Plan.
OSMC/10/80	Council motion on renewable energy To consider action required to stimulate renewable electricity generation within West Berkshire and related targets.			GSC	Start: 14/12/10 End: 14/12/10	Adrian Slaughter - 2424 Property	Councillor Hilary Cole	Agreed Council Motion - 4/3/10
OSMC/10/85	Fly Tipping Cllr Vickers requested the topic be added due to concerns over the rise in fly tipping.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: TBC End: TBC	TBC Countryside & Environment	Councillor Hilary Cole	Rational behind the review to be considered.
OSMC/09/24	Accessibility of public transport Review accessibility of public transport in West Berkshire for all residents.	Information supplied by, and questioning of, lead officers, and external partners.	For review.	GSC/SC SC	Start: 19/01/10 End:	Bryan Lyttle - 2638 and Mark Edwards - 2208 Planning & Trading Standards and Highways & Transport	Councillor Alan Law & Councillor David Betts	Joint work between GSC and SCSC to review accessibility of public transport and contribute to the work on Local Transport Plan 3. Item 68 merged with this item

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

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OSMC/09/16	Local Area Agreement Targets (LAA) Monitoring of progress of Health and Wellbeing LAA targets.	In meeting review with information supplied by, and questioning of, lead officers.	Monitoring item	HSC	Start: 06/07/10 End:	Bev Searle - Director of Partnerships & Joint Commissioning - 0118 982 2760 NHS Berkshire West	Councillor Pamela Bale	Monitoring of LAA activity.
OSMC/09/17	Capacity of maternity services at the Royal Berkshire Foundation Hospital. Fact finding report to establish the current capacity to meet demand for services.	In meeting review with information supplied by, and questioning of, lead officers.	Monitoring item	HSC	Start: TBC End:	Chief Executive and Chairman of the Royal Berkshire Hospital. Royal Berkshire Hospital Foundation Trust	Councillor Joe Mooney	Investigation of the reported pressures on the maternity unit.
OSMC/09/12	Review of the Council's eligibility criteria for social care. To review the existing criteria for accessing social care in light of the findings of the National Care Enquiry.	In meeting review with information supplied by, and questioning of, lead officers.	Investigate how the national changes will influence access to local social care, and make recommendations.	HSC	Start: TBC End:	Jan Evans - 2736 Community Services	Councillor Joe Mooney	Review of how national changes may need to influence local criteria for accessing social care.
OSMC/10/86	Investigation deprivation and child poverty in the ten most deprived wards in the District. To investigate what work is being done to tackle deprivation and how this can be applied to improve the quality of life across the District's most deprived wards.	In meeting review with information supplied by, and questioning of, lead officers.	Investigate ways to improve outcomes, and make recommendations to partner agencies.	HSC	Start: TBC End:	Lorna Hunt - 2735 Children & Young People	Councillor Gordon Lundie	

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OSMC/10/87	Electronic booking system for consultant appointments at the Royal Berkshire Foundation Hospital To determine ways to rectify problems being experienced by patients using the electronic booking system.	In meeting review with information supplied by, and questioning of, lead officers.	Investigate ways to improve the current system, and improve patient experience.	HSC	Start: TBC End:	Chief Executive and Chairman of the Royal Berkshire Hospital. Royal Berkshire Hospital Foundation Trust	Councillor Joe Mooney	
OSMC/10/89	"Care for the Future" - service redesign proposals for urgent care needs, planned procedures, appointments, long-term conditions, end of life care, maternity and paediatrics. To determine the nature of the service redesign proposals and make representation to the NHS Berkshire West.	In meeting review with information supplied by, and questioning of, lead officers.	A review of proposals and formal submission to the NHS Berkshire West.	HSC	Start: TBC End:	Bev Searle - Director of Partnerships & Joint Commissioning - 0118 982 2760 NHS Berkshire West	Councillor Joe Mooney	
OSMC/09/02	Performance Report for Level One Indicators 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: 14/09/10 End:	Jason Teal - 2102 Policy & Communication	Councillor Anthony Stansfeld	Quarterly item.
OSMC/09/04	Representation of the Council on outside bodies To assess the value of the representation of Councillors on outside bodies	Information supplied by, and questioning of, lead officers, and external partners.	To understand the benefits.	OSMC	Start: End:	Moir Fraser - 2045 Policy & Communication	Councillor Anthony Stansfeld	Will allow a critical evaluation of where Councillors can have most effect when dealing with outside bodies.
OSMC/09/58	Communications Strategy refresh To consider the refresh of the Strategy.	In meeting review with information supplied by, and questioning of, lead officer.	To consider the Strategy and make suggestions for improvement.	OSMC	Start: End:	Keith Ulyatt - 2125 Policy & Communication	Councillor Anthony Stansfeld	Following discussion at OSMC on 28th July and the item to consider the Place Survey results on 15th September.

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OSMC/09/59	Scrutiny method of operation To review the new scrutiny system after a 6 month period.	In meeting review.	To review the new scrutiny system to assess its benefits.	OSMC	Start: End:	David Lowe - 2817 Policy & Communication	Councillor Anthony Stansfeld	As requested by OSMC on 16th June 2009.
OSMC/09/67	West Berkshire Partnership performance report To monitor quarterly the performance levels across the Partnership and to consider, where appropriate, any remedial action.	In meeting review with information supplied by, and questioning of, lead officers and partners via in meeting review	Monitoring item	OSMC	Start: 26/01/10 End:	Sam Shepherd - 3041 Policy & Communication	Councillor Pamela Bale	Quarterly item.
OSMC/10/76	Shared service arrangements To receive further detail on shared services, the work ongoing to review shared service arrangements and progress with the production of a register of shared services.	Information supplied by, and questioning of, lead officer.	To be identified.	OSMC	Start: 29/06/10 End: 18/01/11	Steve Duffin - 2594 Benefits and Exchequer		As requested by OSMC on 26th January 2010.
OSMC/10/79	Activities for teenagers 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: 07/12/10	David Hogg - 2815 Children and Young People	Councillor Gordon Lundie	As requested by OSMC on 2nd March 2010.
OSMC/10/90	The Council's Performance Management framework To review how the Council defines, manages and monitors strategic performance.	Task Group review with information supplied by, and questioning of, lead officers.	To feed comments into the strategic planning round for 2011/12.	OSMC	Start: 03/08/10 End: 02/11/10	Jason Teal - 2102 Policy & Communication	Councillor Anthony Stansfeld	Terms of reference approved by OSMC on 3/8/10. Task Group to be formed.
OSMC/09/49	Property contracts and contractors in schools Review of the efficiency and effectiveness of Property Services in relation to contracts and the use of contractors in schools.	Information supplied by, and questioning of, lead officers and other expert witnesses via in meeting review	To suggest improvements to the efficiency and effectiveness of Property Services within schools.	RMSC	Start: 30/06/09 End: 22/11/10	Steve Broughton - 2837 Property	Councillor Keith Chopping	This was discussed at the last meeting and will be reviewed in further depth at the October meeting with additional witnesses invited, including Headteachers.

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Reference (a)	Subject/purpose (b)	Methodology (c)	Expected outcome (d)	Review Body (e)	Dates (f)	Lead Officer(s)/ Service Area (g)	Portfolio Holder(s) (h)	Comments (h)
OSMC/09/52	Results of the Employee Survey Review of the action plans in place following the Staff Attitude Survey.	Information supplied by, and questioning of, lead officer via in meeting review	A review of the action plans.	RMSC	Start: 19/01/10 End: 13/09/10	Robert O'Reilly - 2358 Human Resources	Councillor Anthony Stansfeld	
OSMC/09/53	Accommodation Strategy/Asset Management Plan To receive and consider the Strategy and Plan and give particular consideration to issues surrounding Council properties and accommodation moves.	Information supplied by, and questioning of, lead officers via in meeting review	To understand more fully the plans in place in respect of Council accommodation.	RMSC	Start: 22/09/09 End:	Steve Broughton - 2837 Property	Councillor Keith Chopping	To incorporate issues surrounding Council properties and accommodation moves.
OSMC/09/54	Modern working practices (Timelord) To receive a briefing on progress with the implementation of Timelord and consider whether further work is required by the Select Committee	Information supplied by, and questioning of, lead officer via in meeting review	To consider whether the Council's modern working practices including Timelord are adequate.	RMSC	Start: 12/07/10 End: 13/09/10	Jackie Jordan - 2301/Robert O'Reilly - 2358 ICT/Human Resources	Councillor Pamela Bale	
OSMC/09/55	Value for Money Consideration of the work undertaken by the Council and the methodology in place to assess and ensure value for money.	Information supplied by, and questioning of, lead officer via in meeting review	Consider work undertaken to assess and ensure value for money and make suggestions for improvement.	RMSC	Start: 22/11/10 End: 22/11/10	John Ashworth - 2870 Environment	Councillor Keith Chopping	An appropriate subject that meets the acceptance criteria. Previously undertaken in April 2009.
OSMC/09/56	Exit interview To receive an update on progress with the exit interview process.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMSC	Start: 13/09/10 End: 13/09/10	Robert O'Reilly - 2358 Human Resources	Councillor Anthony Stansfeld	
OSMC/09/57	Revenue and capital budget reports To receive the latest period revenue and capital budget reports and consider any areas of concern.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMSC	Start: 13/09/10 End:	Andy Walker - 2433 Finance	Councillor Keith Chopping	May lead to areas for in depth review.

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

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OSMC/09/63	Establishment Reports 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	RMSC	Start: 13/09/10 End:	Robert O'Reilly - 2358 Human Resources	Councillor Anthony Stansfeld	May lead to areas for in depth review.
OSMC/09/70	Chief Executive Directorate budget monitoring To discuss the current position and ways to resolve any overspends within the budget	Information supplied by, and questioning of lead officer.	Identify improvements to processes.	RMSC	Start: 19/01/10 End: 22/11/10	Nick Carter - 2101 Chief Executive	Councillor Keith Chopping	Requested by RMSC on 24th November.
OSMC/10/83	Procurement processes To receive a briefing on the procurement processes in place within the Council to inform a potential review	Information supplied by, and questioning of lead officer.	To gain an understanding of the processes in place to assess whether further work is required by the Select Committee.	RMSC	Start: 12/07/10 End: 13/09/10	Mike Sullivan - 2415 Legal & Electoral Services (Procurement team)	Councillor Keith Chopping	Accepted onto the work programme by OSMC on 25/5
OSMC/10/91	Stress Management To outline the work being undertaken to manage stress and sickness absence within the organisation.	In meeting review with information supplied by, and questioning of, lead officers.	To assess whether the work being undertaken is sufficient.	RMSC	Start: 13/09/10 End: 13/09/10	Robert O'Reilly - 2358 Human Resources	Councillor Anthony Stansfeld	Identified as a concern by RMSC on 12/7/10.
OSMC/09/37	Partnership activity in response to the recession. Assessment of the impact of the measures taken by the West Berkshire Partnership to mitigate the local effects of the recession.	Information supplied by, and questioning of, lead officers, and external partners.	Monitoring item	SCSC	Start: End:	Policy & Communication	Councillor Pamela Bale & Councillor Keith Chopping	High profile activity that is very topical that will give visibility to the work that the Council and its partners are doing on behalf of residents and businesses.
OSMC/09/39	Playbuilder Programme Assessment of arrangements for improving play provision.	In meeting review with information supplied by, and questioning of, lead officers.	To improve play provision.	SCSC	Start: 21/10/10 End: 21/10/10	David Hogg - 2815 Youth Services & Commissioning	Councillor Gordon Lundie	High profile activity that addresses concerns raised consistently by local people.

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

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OSMC/09/42	Supporting Small schools To review funding pupil numbers and educational viability.	Information supplied by, and questioning of, lead officers, and external partners.		SCSC	Start: 21/10/10 End:	Ian Pearson - 2729 Education	Councillor Barbara Alexander	Retaining small rural schools is currently Council policy.
OSMC/09/47	Monitor changes introduced to the Youth Service To monitor annually the progress of the changes being introduced to the Youth Service and the impact that they make on an annual basis until 1 year after all changes have been fully introduced.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	SCSC	Start: 27/01/11 End: 27/01/11	Mark Vernon - 2552 Children & Youth Services	Councillor Gordon Lundie	This was a recommendation of the facilities for young people task group that was endorsed by the OSC.
OSMC/10/77	Housing register To consider the workings of the list, reviews, communication with those on the waiting list.	Information supplied by, and questioning of, lead officer via in meeting review	To be identified.	SCSC	Start: 08/07/10 End: 21/10/10	June Graves - 2733 Housing & Performance	Councillor Alan Law	As requested by OSMC on 26th January 2010. Agreement to form a working group by SCSC. First meeting 6/9/10.
OSMC/10/84	Primary school admissions To identify whether the difficulties reported by a number of local authorities with primary school placements had an effect in West Berkshire.	Information supplied by, and questioning of, lead officer via in meeting review	To gain an understanding of the issue.	SCSC	Start: 27/01/11 End: 27/01/11	Malcolm Berry - 2770 Education	Councillor Barbara Alexander	Accepted onto the work programme by OSMC on 25/5
OSMC/09/34	Gating orders To review protocol for gating orders adopted in October 2008.			SSC	Start: End:	Alex O'Connor - 264608 Policy & Communication	Councillor Anthony Stansfeld	Specified in original review of 2008 to be reviewed after one year.
OSMC/10/74	Policy for the installation of fire sprinklers in Council buildings To review the requirement for a policy for the implementation of fire sprinklers in Council buildings.	Interview with relevant officers and review of available research information.	To identify whether there is a need for a policy regarding fire sprinkler systems in Council buildings (including schools).	SSC	Start: 06/04/10 End:	Health and Safety and Property.	Councillor Anthony Stansfeld	Investigations to include whether a return on the investment of installing sprinklers could bring a reduction in insurance costs

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OSMC/10/82	Crime Statistics To review crime trends, identification of activity to address crime and how the effectiveness of activities are monitored.	Information from Thames Valley Police.	To understand crime patterns and how / whether activity is addressing issues as expected	SSC	Start: 20/09/10 End:	Susan Powell - 264703 Policy and Communication	Councillor Anthony Stansfeld	