

Notice of Meeting

Overview and Scrutiny Management Commission

Tuesday, 30 October, 2012 at 6.30pm
in Council Chamber Council Offices
Market Street Newbury

Date of despatch of Agenda: Monday, 22 October 2012

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Elaine Walker on (01635) 519441
e-mail: ewalker@westberks.gov.uk

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www.westberks.gov.uk



**Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 30
October 2012 (continued)**

To: Councillors Brian Bedwell (Chairman), Dominic Boeck, Jeff Brooks (Vice-Chairman), Marcus Franks, Dave Goff, David Holtby, Mike Johnston, David Rendel, Tony Vickers, Virginia von Celsing, Quentin Webb and Emma Webster

Substitutes: Councillors Peter Argyle, Jeff Beck, Alan Macro, Gwen Mason, Graham Pask, Andrew Rowles, Julian Swift-Hook and Keith Woodhams

**Other Officers &
Members invited:**

Agenda

Part I	Page No.
1. Apologies for Absence To receive apologies for inability to attend the meeting (if any),	
2. Minutes To approve as a correct record the Minutes of the meeting of the Commission held on 18 September 2012.	1 - 6
3. Declarations of Interest To receive any Declarations of Interest from Members.	
4. Actions from previous Minutes To receive an update on actions following the previous Commission meeting.	7 - 14
5. West Berkshire Forward Plan October 2012 to January 2013. <i>Purpose: To advise the Commission of items to be considered by West Berkshire Council from October 2012 to January 2013 and decide whether to review any of the proposed items prior to the meeting indicated in the Plan.</i>	15 - 24
6. Overview and Scrutiny Management Commission Work Programme <i>Purpose: To receive, agree and prioritise the work programme of the Commission, the Health Scrutiny Panel and the Resource Management Working Group for the remainder of 2011/12.</i>	25 - 30
7. Items Called-in following the Executive on 18 October 2012 To consider any items called-in by the requisite number of Members following the previous Executive meeting.	



Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 30 October 2012 (continued)

8. **Councillor Call for Action**
Purpose: To consider any items proposed for a Councillor Call for Action.
9. **Petitions**
Purpose: To consider any petitions requiring an Officer response.
10. **GCSE Results** 31 - 44
Purpose: To understand the current attainment levels in English and Mathematics and the effect of previous measures taken to improve them.
11. **Key Accountable Measures and Activities 2012/13: Quarter One Results.** 45 - 62
Purpose: To scrutinise the planning performance data reported for quarter one 2012/13.
12. **Domestic Abuse** 63 - 78
Purpose: To receive a report relating to activity being undertaken in response to domestic abuse in West Berkshire.
13. **Homelessness Scrutiny Review Scoping** 79 - 82
Purpose: To consider and agree the proposed terms of reference for reviewing the approach by statutory and other agencies to homelessness in West Berkshire.
14. **Health Scrutiny Panel** 83 - 84
Purpose: To provide an update on the work of the Health Scrutiny Panel.
15. **Resource Management Working Group** 85 - 86
*Purpose: To provide an update on the work of the Resource Management Working Group and provide information on the meeting held on *.*
16. **Scrutiny Recommendations Update** 87 - 92
Purpose: to provide the Commission with an update on the progress of recommendations resulting from scrutiny reviews.

Andy Day
Head of Strategic Support

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

OVERVIEW AND SCRUTINY MANAGEMENT COMMISSION

MINUTES OF THE MEETING HELD ON TUESDAY, 18 SEPTEMBER 2012

Councillors Present: Jeff Beck (Substitute) (In place of Virginia von Celsing), Brian Bedwell (Chairman), Dominic Boeck, Marcus Franks, Dave Goff, David Holtby, Mike Johnston, David Rendel, Tony Vickers, Quentin Webb and Emma Webster

Also Present: Melvyn May (Highway Manager), Councillor Keith Chopping (Planning, Transport Policy, Property), Margaret Goldie (WBC Corporate Director), David Lowe (Scrutiny & Partnerships Manager), Councillor Gwen Mason, Councillor Irene Neill (Children and Young People, Youth Service, Education) and Elaine Walker (Principal Policy Officer)

Apologies for inability to attend the meeting: Councillor Jeff Brooks, Nick Carter and Councillor Virginia von Celsing

PART I

42. Minutes

The Minutes of the meeting held on 31 July 2012 were approved as a true and correct record and signed by the Chairman, subject to the following amendment:

- Page 7, paragraph 8: ‘..lobbying for a change in local housing allowance’ to read ‘...lobby for a more transparent way of explaining how local housing allowance was calculated.’

43. Declarations of Interest

Councillor Marcus Franks declared an interest in Agenda Item 10, but reported that, as his interest was personal and not prejudicial, he determined to remain to take part in the debate and vote on the matter.

Councillor David Rendel declared an interest in Agenda Item 12, but reported that, as his interest was personal and not prejudicial, he determined to remain to take part in the debate and vote on the matter.

44. Actions from previous Minutes

The Commission received an update on actions from the previous meeting. Confirmation was provided that the youth activities booklet mentioned in item 2.5 was circulated electronically.

45. West Berkshire Forward Plan September to December 2012

The Commission reviewed the West Berkshire Forward Plan from September to December 2012.

David Lowe suggested that the Commission might like to receive information regarding item EX2491 – Schools and Early Years Setting – Place Strategy 2013-2018. The Commission agreed to add this to their work programme.

Councillor Tony Vickers referred to item EX2528 on page 18 and requested confirmation of the processes in place for dealing with complaints in Adult Social Care compared to

corporate complaints. Margaret Goldie advised that it was a statutory requirement to formally re-approve the complaints processes for Adult Social Care complaints and that a review of the process for Children's Services complaints had recently been circulated. David Lowe advised that corporate complaints were not subject to the same statutory review processes.

Resolved that Schools and Early Years Setting – Place Strategy 2013-2018 be added to the Commission's work programme.

46. Overview and Scrutiny Management Commission Work Programme

The Commission considered its work programme and that of the Health Scrutiny Panel and Resource Management Working Group for 2011/12.

Councillor David Rendel questioned when the issue of the Parkway development was expected to return to the Resource Management Working Group (RMWG). It was understood that this was due at the end of 2012. The Commission discussed whether the issue was to return to the RMWG or the Newbury Town Centre Task Group, and agreed to return to the issue once the original decision had been located.

Councillor Vickers proposed that the Commission review the Council's car leasing and car fleet policies, in particular how the fleet was managed and resourced and whether vehicles could be used more efficiently. Councillor Emma Webster was concerned that a recent review of leased vehicles had been undertaken and would not support a further review, particularly one which could affect employee contracts. However Councillor Webster would support a review of fleet vehicles. Councillor Jeff Beck advised that the Council had recently undertaken a comprehensive review of the vehicles that it operated.

Councillor Vickers suggested that Members were not fully informed of the correct complaints procedures and suggested that it be the subject of a Member Development session, and subsequently the process be reviewed. David Lowe responded that a colleague would be briefing all Members on the complaints procedure shortly. The Chairman advised that a scrutiny review had been conducted in 2007; an ongoing complaints audit was taking place; and a complaints review group met every six months. David Lowe agreed to send a copy of the complaints procedure to all Members.

The Chairman asked about the process for proposing topics for scrutiny. David Lowe responded that there was a process, but that it needed updating. The Chairman and David Lowe agreed to update the process and circulate this to Members. With their agreement of the amendments, the new process would be used to propose items for discussion.

Resolved that:

- David Lowe to send all Members a copy of the complaints procedure;
- David Lowe to advise the outcome of the previous RMWG meeting discussing the Parkway Development;
- The Chairman and David Lowe to update the process for proposing new items for scrutiny.

47. Items Called-in following the Executive on 6 September 2012

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

48. Councillor Call for Action

There were no Councillor Call for Action items raised.

49. Petitions

There were no petitions received at the meeting.

50. Youth Clubs

(Councillor Franks declared an interest in Agenda item 11 by virtue of the fact that he was employed by Sovereign Housing Association. As his interest was personal and not prejudicial he determined to take part in the debate and vote on the matter).

Margaret Goldie introduced a report addressing particular concerns that had been raised at the previous meeting of the Commission. The report provided information regarding youth clubs that had been closed as a result of reductions in funding to this service. The report indicated that some clubs had been reopened by volunteers and alternative support where there was local interest.

Councillor Vickers suggested that there remained an important role for the Council to provide local people with information regarding youth provision in West Berkshire, even if this meant maintaining a database of clubs and societies available through the Council's website. Councillor Mike Johnston countered that any database managed by the Council would be out of date very quickly and that a more up to date source of information was a search on the internet. Councillor Johnston suggested that if resources were able to be found to maintain such a database within the Council, then arguably, those resources should be better used elsewhere. Councillor Irene Neill advised the Commission that Berkshire Youth produced a publication, and that this could be linked from the Council's website. This was agreed.

Councillor Webster proposed that the recommendations in the report be noted.

Councillor Neill advised the Commission of a recently received presentation on home to school transport. There was a particular issue in villages regarding transport and, following a review, the Transport Team had found minibuses in schools that were not being operated correctly. This prompted the introduction of a community scheme whereby buses were made available to schools for use in assisting with home to school transport, but which are also available for community use at other times. There were currently seven schemes with nine buses running. Further promotion work was required in order to make communities aware of their availability.

Councillor David Holtby commended the scheme as a departure from the current status of school facilities being out of use when schools were closed.

Councillor Beck highlighted the cross over between this scheme and the previous mention of a proposal to review the use of the Council's vehicle fleet.

Councillor Vickers requested that Members be made aware of the scheme. The Chairman requested that Councillor Neill provide information to all Members once the information was available for circulation.

Councillor Beck seconded acceptance of the Officer's recommendation to note the report.

Resolved that:

- A link to the Berkshire Youth publication listing youth activities in the area be added to the Council's website;
- Councillor Neill to circulate information regarding the new home to school transport scheme, and community bus use, to all Members.

51. Repair of Pot Holes

OVERVIEW AND SCRUTINY MANAGEMENT COMMISSION - 18 SEPTEMBER 2012 - MINUTES

The Commission considered a report (Agenda Item 11) concerning the methodology in operation for the repair of potholes.

The Chairman summarised the progress of the report to date, stating that the report contained a number of recommendations, and at the previous meeting of the Commission Members had expressed a wish to consider the report in the presence of Highways Officers.

Councillor Webster supported the recommendations arising from the review, and mentioned in particular the Member Development session that was felt to be useful in overcoming assumptions about the process for repairing pot holes. Melvyn May advised the Commission that a Member Development session had been held in November 2011.

Whilst in agreement with providing information to the public, Councillor Holtby believed that it was not a good idea to produce a leaflet in this instance, and suggested placing the information on the Council's website instead. Melvyn May confirmed that a leaflet had already been produced and would be available electronically through the website.

Councillor Franks asked whether the introduction of a 'spot the pot' hotline would confuse the public with a specialised telephone number for the sole purpose of reporting potholes. Councillor Dominic Boeck agreed, stating that the best use of resources would be to utilise existing resources.

The Chairman directed the Commission to a Department for Transport document entitled 'Prevention and a Better Cure – potholes report', the recommendations from which had been adopted as part of this review.

Councillor Webb asked whether other engagement methods had been used to understand the public's issues, for example District Parish Conferences. Melvyn May responded that public forums had been used in the past, but that feedback had been very subjective and it was not all reliable.

Councillor Johnston asked whether notices were served on Utility Companies in respect of their responsibilities for repairing the highway. Melvyn May replied that notices were served as appropriate within the 10% random sample required.

Councillor Boeck reported his disappointment that all but two of the recommendations from the review related to improving communication with the public. Councillor Boeck believed that the money required to increase communications would be better utilised repairing pot holes. David Lowe advised that the emphasis on communications had arisen from a need to address the public's perception that there was a problem with pot holes when in fact the review had found no significant problem.

Councillor Dave Goff asserted that the MORI survey was expensive and asked if there was another method to obtain similar information, suggesting that it might be possible to survey members of the public who had reported pot holes. Melvyn May responded that the results obtained from the MORI survey had provided useful information in understanding trends, however the detailed information had been misleading due to the similar nature of the authorities included. Melvyn May advised the Commission that the MORI survey cost approximately £10,000 each time, and he raised concerns about the reliability of the information that was forthcoming, stating that some respondents might have no experience of the state of the authority's roads but would still be required to provide their opinion.

Following a discussion by the Commission into increased funding for the repair of pot holes, Melvyn May explained that the Find and Fix team had been introduced following the severe winter in 2009/10 and advised that there would always be a need for temporary repairs in order to make the road surface safe for users. Melvyn May

questioned the need for further investment when balanced against the risk and likelihood of an unrepaired surface.

The Chairman reminded the Commission that no recommendations had yet been formally approved for introduction by the Council, and that the Commission's role was to recommend which should be put forward for consideration.

Councillor Rendel expressed the view that the public perceived West Berkshire's roads to be in a worse state of repair than surrounding authorities, and suggested that communication was therefore very important. Councillor Rendel suggested undertaking an annual survey to reflect the speed of change in the state of the roads. Councillor Vickers agreed, stating that government recommendation was to undertake annual surveys.

Councillor Vickers asked what consideration was given to cyclists who utilised a different part of the road surface, and added that a cyclist was likely to sustain a greater injury than a motorist by cycling into a pot hole, or swerving into the path of a vehicle to avoid a pot hole. Melvyn May responded that all users of the highways were considered on a risk basis, and stated linear defects such as those sometimes found at the edge of the road surface, had been added as a specific criteria. Melvyn May further advised the Commission that West Berkshire had been found to repudiate 98% of claims indicating the appropriateness of the highway repair programme.

The Chairman proposed that the Commission accept all of the recommendations except recommendation two as this did not appear to have the support of the Commission. At the vote this was carried, however Councillors Rendel and Vickers requested their objection to this deletion be noted.

Resolved that: the amended recommendations be submitted to the Executive for approval.

52. Health Scrutiny Panel

(Councillor David Rendel declared an interest in Agenda Item 13, 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.)

The Commission considered a report (Agenda Item 12) on the work of the Health Scrutiny Panel (HSP).

Councillor Webb advised the Commission that the Health Scrutiny Panel had not met due to delays in receiving reports to two key items. The Panel would next meet in December

The Chairman requested an update to the work plan to indicate the likely completion date of works in progress.

Resolved that Councillor Webb provide an update to the work plan for the Health Scrutiny Panel to indicate the likely completion date of works in progress.

53. Resource Management Working Group

The Commission considered a report (Agenda Item 13) on the work of the Resource Management Working Group (RMWG).

Councillor Vickers advised the Commission that at the next meeting of the RMWG a presentation would be received relating to the Medium Term Financial Strategy (MTFS).

The Chairman requested an update to the work plan to indicate the likely completion date of works in progress.

Resolved that Councillor Vickers provide an update to the work plan for the Resource Management Working Group to indicate the likely completion date of works in progress.

54. Scrutiny Recommendations Update

Councillor Rendel asked whether the Constitution allowed for a proposal that had been previously called in and amended as a result to be called in again on the basis that it would form a different proposal. Councillor Johnston expressed the view that this would allow a decision to be delayed indefinitely. The Chairman believed the Constitution to be clear that a decision could not be called in twice. Councillor Webster reminded the Commission that the amended proposal would still be circulated to all Members requesting their comments, and that these would be taken into consideration by those making the final decision.

Councillor Vickers raised a concern that Ward Members were not allowed access to information on people listed on the Housing Register. David Lowe advised that a decision had been reached that Ward Members did not have a right to the information, but would be allowed the information if cost were not prohibitive.

Councillor Rendel requested an update on activity relating to the transfer of the Council's CCTV.

Councillor Johnston requested that a reason be provided where a recommendation was rejected.

Resolved that:

- An update be provided on activity relating to the transfer of the Council's CCTV;
- Reasons for rejecting a recommendation be provided in the summary report.

(The meeting commenced at 6.30 pm and closed at 8.10 pm)

CHAIRMAN

Date of Signature

Agenda Item 4.

Title of Report:	Actions from previous meetings
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	30 October 2012

Purpose of Report: To advise the Commission of the actions arising from previous meetings

Recommended Action: To note the report

Overview and Scrutiny Management Commission Chairman	
Name & Telephone No.:	Councillor Brian Bedwell – Tel (0118) 942 0196
E-mail Address:	bbedwell@westberks.gov.uk

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

Executive Report

1. Introduction

- 1.1 This report provides the Overview and Scrutiny Management Commission with an update on the actions arising from its previous meeting.

2. Resolutions

- 2.1 **Resolution:** Schools and Early Years Setting – Place Strategy 2013-2018 be added to the Commission’s work programme.

Action / response: This action is complete. The item will be included on the December agenda.

- 2.2 **Resolution:** David Lowe to send all Members a copy of the complaints procedure;

Action / response: This action is complete.

- 2.3 **Resolution:** David Lowe to advise the outcome of the previous RMWG meeting discussing the Parkway Development.

- 2.4 **Action / response:** The minutes of the RMWG meeting of 27 September 2011 state that:

It was noted that OSMC had recommended that this work item [Parkway] should be allocated to the Newbury Town Centre Task Group but following Nick Carter’s comment that this may be better served by convening a meeting of RMWG with Nick Carter, David Holling and Mark Edwards to answer Members’ questions on the financial arrangements associated with car parking and affordable housing under the Parkway Development. Members of the Newbury Town Centre Task Group could be invited as observers. Councillor David Rendel was asked to produce a list of Members’ written questions to be submitted to officers. It was also agreed that Newbury Town Centre Task Group should be asked to review and report back on the opening months operation of the Parkway Centre in the Spring 2012.

- 2.5 Members of the RMWG then agreed at their meeting of 17 January 2012 that ‘the Parkway Centre Development progress should be reviewed in one year.’

- 2.6 **Resolution:** The Chairman and David Lowe to update the process for proposing new items for scrutiny.

Action / response: A report has been prepared and is shown at Appendix A, suggesting the criteria against which suggested topics for scrutiny review be assessed. The Commission are asked to review and agree the proposals.

- 2.7 **Resolution:** A link to the Berkshire Youth publication listing youth activities in the area be added to the Council’s website;

Action / response: The link has been added to the Participation page under Children and Young People's Partnership.

- 2.8 **Resolution:** Councillor Neill to circulate information regarding the new home to school transport scheme, and community bus use, to all Members.

Action / response: Councillor Neill is awaiting further information prior to circulation.

- 2.9 **Resolution:** The amended recommendations from the review into the repair of pot holes be submitted to the Executive for approval.

Action / response: The recommendations will be entering the Executive cycle following responses from officers and are expected to be viewed by the Executive on 29 November 2012..

- 2.10 **Resolution:** that Councillor Webb provide and update to the work plan for the Health Scrutiny Panel to indicate the likely completion date of works in progress.

Action / response: The workplan has been updated.

- 2.11 **Resolution:** that Councillor Vickers provide and update to the work plan for the Resource Management Working Group to indicate the likely completion date of works in progress

Action / response: The workplan has been updated.

- 2.12 **Resolution:** An update be provided on activity relating to the transfer of the Council's CCTV;

Action / response: Kevin Griffin (Head of ICT and Corporate Support has provided the following response to the outstanding recommendations:

1. Recommendation: Risk Registers used on projects should consider the implications of projects being delayed and / or failing, and outline the measures that would be taken to maintain existing services until solutions can be found. This would have highlighted the risks posed by the winter weather caused by the delay in starting the project.

Response: The Risk Register Template contains guidance notes on recording risks. An experienced project manager would identify project delays in a risk register and if these delays threaten the projects timeline, or take it outside the project tolerance then an Exception Report should be produced.

2. Recommendation: Project Managers should set out a clear communications plan and agree this with key stakeholders and also maintain a log of communications with key stakeholders. This would provide a clear audit trail of communications.

Response: The Project Initiation Document (PID) template requires a Communications Plan to be included which should ensure all stakeholders are kept aware of any issues or project delays throughout the project lifecycle.

- 2.13 **Resolution** Reasons for rejecting a recommendation be provided in the summary report.

Action / response: A link to the relevant executive agenda and papers has been included for reference as there may be multiple reasons for rejection.

Appendices

Appendix A - Scrutiny topic acceptance criteria.

Title of Report:	Scrutiny topic acceptance criteria
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	30 October 2012

Purpose of Report: To obtain agreement of the criteria against which suggested topics will be measured for acceptance for review by Overview and Scrutiny

Recommended Action: That the amendments to the scrutiny acceptance criteria are adopted.

Overview and Scrutiny Management Commission Chairman	
Name & Telephone No.:	Councillor Brian Bedwell – Tel (0118) 942 0196
E-mail Address:	bbedwell@westberks.gov.uk

Contact Officer Details	
Name:	David Lowe
Job Title:	Scrutiny and Partnerships Manager
Tel. No.:	01635 519i17
E-mail Address:	dlowe@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 At its meeting of 18 September 2012, Members of the Overview and Scrutiny Management Commission resolved that the criteria against which suggested topics for scrutiny review are assessed should be updated. This report reminds Members of the existing criteria and sets out suggested changes.

2. Background

- 2.1 The existing criteria were established to provide transparency, through guidance, to those who might have suggestions of topics for examination by overview and scrutiny. They also provided an agreed mechanism through which those engaged in scrutiny could assess the suitability for review of topics coming forward from the public or other Members of the Council.
- 2.2 As most of the scrutiny workload is internally generated, reference to the criteria is not frequently made but their objective nature allows them to still serve a useful purpose in ensuring that scrutiny work remains focussed on appropriate matters over which it has the ability to exercise influence.

3. The acceptance criteria

- 3.1 The criteria in operation currently are a product of their time and some may have lost their currency. The table below sets out the existing criteria, along with recommendations for retention, amendment or deletion.

Item	Criterion	Recommendation
01	The issue is an area of key public concern (e.g. as identified through Members surgeries, constituents' concerns, the Annual Satisfaction Survey, raised in the local media, etc).	Retain but remove reference to the defunct Annual Satisfaction Survey
02	There is evidence of poor performance within this Service area (i.e. through performance indicator data, experience of Members, etc).	Retain
03	It is a budgetary area in need of examination to ensure value for money is being obtained.	Retain
04	There has been a pattern of budgetary overspends within this area.	Retain
05	It is a key area as identified through Local Area Agreement (LAA) priorities and targets.	Delete as the LAA is no longer extant
06	It is a corporate priority for the Council as published within the Council Plan.	Retain

07	It has an external focus (e.g. scrutiny of the Council partners, Government Agencies, utility providers, private sector companies, etc).	Retain
08	It is a Central Government priority area.	Retain
09	It is an area where the Council is weak (e.g. as measured against CPA criteria, identified by the Audit Commission, etc.)	Delete
10	It is an area of new Government legislation that has significant implications for the Council.	Retain

3.2 It has been the practice that the acceptance guidance has been accompanied by rejection criteria. The table below sets out the existing criteria along and it is recommended that these are retained in their entirety.

Item	Potential Criteria for Rejecting Topics
01	The issue is being (or due to be) examined by the Executive, an Executive Task Group, a Policy Development Commission or other internal body.
02	New legislation or guidance is expected within the next year.
03	There is restricted scope to influence or change the current practices (e.g. budgetary constraints, control over external agencies, etc).

4. Recommendation

4.1 It is recommended that the amendments to the scrutiny acceptance criteria are adopted.

Appendices

There no appendices to this report.

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Agenda Item 5.

Title of Report:	West Berkshire Forward Plan
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	30 October 2012

Purpose of Report: To advise the Overview and Scrutiny Management Commission of items to be considered by West Berkshire Council from October 2012 to January 2013 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 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 Gordon Lundie – Tel (01488) 73350
E-mail Address:	glundie@westberks.gov.uk

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

Supporting Information

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 October 2012 to January 2013, 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 areas of forthcoming decisions which may be appropriate for future scrutiny.

Appendices

Appendix A – West Berkshire Council Forward Plan – October 2012 to January 2013.

West Berkshire Council Forward Plan – October 2012 to January 2013

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
ID2433	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/10/12	Resources	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		October 2012
ID2445	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/10/12	Environment	Paula Amorelli	Planning, Transport Policy, Property		TBC	Local Members and Stakeholders		October 2012
ID2545	Rights of Way Case Programmes <i>To inform the Portfolio Member of progress with the rights of way case programmes and seek formal approval for the current year's path order case programme.</i>	ID	01/10/12	Environment	Elaine Cox	Countryside, Environmental Protection, 'Cleaner and Greener', Culture		TBC			October 2012
ID2550	Fairer Contributions Policy <i>To confirm the amendments to the wording of the current policy agreed as part of the Judicial Review challenge.</i>	ID	01/10/12	Communities	Jo England	Finance, Economic Development, Health & Safety, Pensions		TBC			October 2012
ID2555	Speed Limit Review – August 2012	ID	01/10/12	Environment	Andrew Garratt	Highways, Transport (Operational), ICT & Corporate Services, Customer Services		TBC	Local Ward Members		October 2012

October 2012

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

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 – October 2012 to January 2013

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
ID2556	Station Road, Aldermaston – Proposed 7.5 Tonne Weight Limit	ID	01/10/12	Environment	Andrew Garratt	Highways, Transport (Operational), ICT & Corporate Services, Customer Services		TBC	Statutory consultees, general public, Parish Council and Ward members as part of the statutory consultation and advertisement		October 2012
ID2421	West Berkshire Forward Plan - November 2012 to February 2013 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	18/10/12	Resources	Moir Fraser (2045)	Leader of Council		10/10/12	All Members, published on website for local residents	Not subject to call in.	October 2012
ID2554	Household Waste Recycling Centres - Trailer Policy <i>To approve the revision of the Household Waste Recycling Policy.</i>	ID	18/10/12	Environment	Jackie Ward	Environment, Public Protection, Culture and Leisure		10/10/12			October 2012
ID2558	Winter Service Plan 2012/13	ID	18/10/12	Environment	Melvyn May	Highways, Transport (Operational), ICT & Corporate Services, Customer Services		10/10/12	Parish Council's, Ward Members and the general public		October 2012

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West Berkshire Council Forward Plan – October 2012 to January 2013

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
ID2521	A343 Andover Road, Newbury - Relocation of Pedestrian Crossing <i>To inform the Executive Member for Highways and Transport of the results of the consultation of a proposal to relocate a pedestrian crossing and allow a decision to be made as to whether to proceed with the proposal.</i>	ID	22/10/12	Environment	Neil Stacey	Highways, Transport (Operational), ICT & Corporate Services, Customer Services		12/10/12			October 2012
EX2535	Q1 Performance Report <i>To report Q1 outcomes against the key accountable measures and activities contained in the 2012/13 corporate performance framework and by exception those measures/activities not achieved and any remedial action that has been taken.</i>	EX	18/10/12 EX	Resources	Jason Teal	Performance, Strategic Support, Emergency Planning, Community Safety		10/10/12			October 2012
EX2515	Homecare Service Reconfiguration <i>To seek approval for the proposed changes to the Homecare Service staffing arrangements.</i>	EX	18/10/12 EX	Communities	Stephen Stace	Community Care, Insurance		10/10/12			October 2012
EX2546	Contract for Statutory Learning Difficulty Assessments for Young People Moving to Post-16 Provision, and Intensive Support to Those at Risk of Becoming 'NEET' <i>To seek agreement to enter into a contract for Learning Difficulty Assessments, and services designed to keep vulnerable young people in education, employment or training, in conjunction with Bracknell Forest, Reading and Wokingham Borough Councils.</i>	EX	18/10/12 EX	Communities	Julia Waldman	Children and Young People, Youth Service, Education		10/10/12			October 2012

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EX2500	Residential and Nursing Placement Policy <i>To seek approval of the policy post consultation.</i>	EX	18/10/12 EX	Communities	Tandra Forster	Community Care, Insurance		10/10/12	Wider consultation with stakeholders		October 2012
EX2527	School Funding Reform April 2013 <i>To agree the required new funding formula for schools in West Berkshire.</i>	EX	18/10/12 EX	Resources	Claire White	Finance, Economic Development, Health & Safety, Pensions		10/10/12	All maintained and Academy Schools, Schools Forum		October 2012
EX2548	NHS Independent Complaints Advocacy Service Commissioning <i>Following transfer of commissioning responsibility from the Department of Health, seek approval for the joint commissioning of an Independent Complaints Advocacy Service.</i>	EX	18/10/12 EX	Communities	Tandra Forster	Community Care, Insurance		10/10/12			October 2012
EX2350	Proposal for Redevelopment of Taceham House (Paragraph 3 - information relating to the financial or business affairs of a particular person) To consider the options for Taceham House and agree best course of action.	EX	18/10/12 EX	Communities	Mel Brain	Strategy, Council Plan, Housing	Yes	10/10/12			October 2012
November 2012											
ID2434	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/11/12	Resources	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		November 2012
ID2446	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/11/12	Environment	Paula Amorelli	Planning, Transport Policy, Property		TBC	Local Members and Stakeholders		November 2012

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West Berkshire Council Forward Plan – October 2012 to January 2013

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ID2422	West Berkshire Forward Plan - December 2012 to March 2013 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	15/11/12	Resources	Moir Fraser (2045)	Leader of Council		07/11/12	All Members, published on website for local residents	Not subject to call in.	November 2012
GA2552	Interim Audit Report 2012/13 <i>To consider the Interim Audit Report for 2012/13.</i>	GA	26/11/12 GA	Resources	Ian Priestley	Performance, Strategic Support, Emergency Planning, Community Safety		18/11/12			November 2012
EX2513	Public Health – Organisational Structure <i>To agree a model for public health across the six Berkshire Unitaries.</i>	EX	29/11/12 EX	Resources	Andy Day	Leader of the Council		21/11/12			November 2012
EX2530	Financial Performance Report Q2 <i>To inform Members of the latest financial performance of the Council.</i>	EX	29/11/12 EX	Resources	Joseph Holmes	Finance, Economic Development, Health & Safety, Pensions		21/11/12			November 2012
EX2491	Schools and Early Years Settings - Place Strategy 2013-2018. <i>To determine a strategy for managing school organisation and ensure that there are sufficient school places to meet overall demand; there are sufficient school places in the right locations to meet demand; the provision of school places are managed in a cost effective manner.</i>	EX	29/11/12 EX	Communities	Caroline Corcoran	Children & Young People, Youth Service, Education		21/11/12	Schools, relevant Council Officers		November 2012

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West Berkshire Council Forward Plan – October 2012 to January 2013

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EX2549	Social Fund <i>To provide information about the transfer of parts of the Social Fund to the Council from the Department for Works & Pensions and how we will manage these funds.</i>	EX	29/11/12 EX	Communities	Jo England	Finance, Economic Development, Health & Safety, Pensions		21/11/12			November 2012
December 2012											
ID2435	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/12/12	Resources	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		December 2012
ID2447	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/12/12	Environment	Paula Amorelli	Planning, Transport Policy, Property		TBC	Local Members and Stakeholders		December 2012
ID2423	West Berkshire Forward Plan - January 2013 to April 2013 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	13/12/12	Resources	Moira Fraser (2045)	Leader of Council		05/12/12	All Members, published on website for local residents	Not subject to call in.	December 2012
C2507	2013/14 West Berkshire Council Timetable of Public Meetings <i>To agree the timetable of public meetings for the year 2013/14.</i>	C	13/12/12 C	Resources	Moira Fraser	Leader of Council		05/12/12			December 2012
C2551	Changes to the Constitution <i>To agree various changes to the Constitution as a result of the Access to Information Regulations 2012.</i>	C	13/12/12 C	Resources	Moira Fraser	Leader of Council		05/12/12			December 2012

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C2553	Gambling Policy <i>To consider the Council's review of its Gambling Policy Statement.</i>	C	13/12/12 C	Environment	Brian Leahy	Environment, Public Protection, Culture and Leisure		05/12/12			December 2012
January 2013											
ID2436	Adoption of Parish Plans <i>To adopt Parish Plans.</i>	ID	01/01/13	Resources	Jo Naylor	Partnerships, Equality, The Visions, Communities		TBC	Local Members and Stakeholders		January 2013
ID2448	Approval of Village Design Statements <i>To approve Village Design Statements.</i>	ID	01/01/13	Environment	Paula Amorelli	Planning, Transport Policy, Property		TBC	Local Members and Stakeholders		January 2013
ID2424	West Berkshire Forward Plan - February 2013 to May 2013 <i>To advise Members of items to be considered by West Berkshire Council over the next four months.</i>	ID	17/01/13	Resources	Maira Fraser (2045)	Leader of Council		09/01/13	All Members, published on website for local residents	Not subject to call in.	January 2013
EX2482	Establishment Report Quarter 2 2012/13 <i>To note changes to the WBC Establishment</i>	EX	17/01/13 EX	Resources	Robert O'Reilly	Performance, Strategic Support, Emergency Planning, Community Safety		09/01/13			January 2013

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West Berkshire Council Forward Plan – October 2012 to January 2013

Reference	Decision and Purpose	Decision Body	Decision Path	Directorate	Contact	Lead Member (Portfolio Holder for . . .)	Part II	Date Report Published	Consultee(s)	Notes	Decision Month
EX2536	<p>Key Accountable Measures and Activities 2012/13. Update on progress: Q2 outturns</p> <p><i>To report Q21 outturns against the key accountable measures and activities contained in the 2012/13 corporate performance framework and by exception those measures/activities not achieved and any remedial action that has been taken.</i></p>	EX	17/01/13 EX	Resources	Jason Teal	Performance, Strategic Support, Emergency Planning, Community Safety		09/01/13			January 2013
EX2516	<p>Council Tax Base</p> <p><i>To set the Council Tax base for the year commencing 1 April 2013.</i></p>	EX	17/01/13 EX	Resources	Bill Blackett	Finance, Economic Development, Health and Safety, Pensions		09/01/13			January 2013

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Agenda Item 6.

Title of Report:	Overview and Scrutiny Management Commission Work Programme
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	30 October 2012

Purpose of Report: To receive, agree and prioritise the Work Programme of the Commission, Health Scrutiny Panel and Resource Management Working Group.

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:	Elaine Walker
Job Title:	Principal Policy Officer
Tel. No.:	01635 519441
E-mail Address:	ewalker@westberks.gov.uk

Supporting Information

1. Introduction

- 1.1 The work programme for the Overview and Scrutiny Management Commission, Health Scrutiny Panel and Resource Management Working Group 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 Work Programme

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2012/13

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/1/1/105	Dignity and Nutrition – CoC Standards To review the standards of dignity and nutrition in local hospitals - survey evidence to be provided by West Berkshire LINK (HealthWatch).	To survey and hold focus groups detailing information		HSP	Start: July 2011 End: March 2013	LINK, Age UK	Cllr Graham Jones	In Progress	Additional survey of the Royal Berkshire Hospital outpatients being undertaken in October 2012. Update from LINKs required at March 2013 meeting.
OSMC/1/1/107	Update on the Health Service in West Berkshire To update members on the changes to Health Service in West Berkshire	To update members on the changes to Health Service in West Berkshire	Monitoring item	HSP	Ongoing	Julie Curtis - Interim Director Joint Commissioning	Cllr Graham Jones	In Progress	Julie Curtis to be contacted about attendance at the next meeting.
OSMC/1/1/119	Continuing Healthcare (CHC) To examine the operation of the NHS CHC scheme in the NHS Berkshire West area	In meeting review		HSP	Start: Jan 2012 End: Dec 2012	Jan Evans – 2736 Adult Social Care	Cllr Graham Jones	In Progress	The findings of the Independent Review of CHC to be received at the December meeting.
OSMC/12/1/22	Home Care To understand and critically appraise the processes in place for the provision of Home Care.	TBD		HSP	Start: TBD End: TBD	Jan Evans-2736 Adult Social Care	Councillor Joe Mooney	To be scheduled	The remit of review work to be explored with June Graves/Jan Evans in October 2012.
OSMC/12/1/33	PCT Quality Handover To examine the PCT's arrangements for the handover of its quality responsibilities to Clinical Commissioning Groups	In meeting review	Members satisfied with arrangements	HSP	Start: 4 Dec 2012 End: 4 Dec 2012	Sam Oloropec, PCT	Cllr Graham Jones		Presentation to be made at December meeting.
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: each Q End:	Jason Teal – 2102 Policy & Communication	Councillor Anthony Stanfeld	In Progress	Quarterly item. Q1 2012/13 to Sept meeting
OSMC/1/1/129	Housing Allocations policy To contribute to the development of a new policy	In meeting policy development supported by task group and individual Member activity.		OSMC	Feb-12	Mel Brain - 2403 Social Care Commissioning and Housing	Councillor Roger Croft	In Progress	- Added to work programme at the 10 January 2012 meeting, following a suggestion by Corporate Board - Following consultation exercise by Housing Service, expected to return to OSMC in early 2013
OSMC/12/1/23	Domestic Abuse To understand and critically appraise the systems and process in place for the management of domestic abuse in the District	TBD		OSMC	Start: Sept 2012 End:	Davy Pearson, Robin Rickard (TBC)	Councillor Anthony Stanfeld	To be scheduled	- Item incorporated at OSMC meeting of 21/02/12. Scope and ToF to be provided at the meeting of 17/04/12 - First meeting on 20/07/12; Series of meetings arranged during September including external stakeholders; Expected to conclude in Oct 2012
OSMC/12/1/28	Youth Justice To review the outcomes being achieved following the changes made to police interventions with young people and the resultant drop in people entering the youth justice system.	In meeting review with information supplied by, and questioning of, lead officers.		OSMC	Start: Oct 2012 End: Oct 2012	Susan Powell, Robin Rickard	Councillor Anthony Stanfeld		- Item raised in response to performance reported at Q2 2011/12. See agenda and minutes of 21/02/12. - To be heard at OSMC in September 12

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2012/13

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/12/130	Consultation The effectiveness of consultation undertaken by the Council	Task group review with information supplied by, and questioning of, lead officers and external partners.		OSMC	Start: TBD End: TBD	Jason Teal – 2102 Strategic Support	Councillor Anthony Stanfeld	To be scheduled	Item incorporated at OSMC meeting of 2012-04-17
OSMC/12/134	Housing and Homelessness To consider the factors contributing to an increase in homelessness.	In meeting review with representatives from Sovereign Housing and CAB		OSMC	Start: 26/11/12 End: 26/11/12	June Graves	Councillor Roger Croft	In Progress	- Item incorporated at OSMC meeting of 26/06/12. - Brought to meeting on 31/07/12 - Housing Service to lead on consultation activity; further scrutiny to take place in late 2012 - One day special scrutiny review arranged for 26 November 2012
OSMC/12/135	Annual target setting To examine the annual targets being set for 2013/14.	Task group working directly with PM officers	Annually recurring	OSMC	Start: September End:	Jason Teal – 2102 Strategic Support	Councillor Anthony Stanfeld	In Progress	Independent work, unsupported by scrutiny officers. Output directly into the following year's Council Plan.
OSMC/12/137	GCSE results To understand the current attainment levels in English and maths and the effect of previous measure taken to improve them.	In meeting review		OSMC	Start: 30/10/12 End:	Ian Pearson - 2729 Head of Education	Councillor Irene Neill	In Progress	Agreed at the meeting of 31 July 2012
OSMC/12/139	Schools and early years To contribute to the development of the strategy for managing school organisation that ensures there are sufficient school places and in the right locations to meet demand	In meeting review		OSMC	Start: 11/12/12 End: 11/12/12	Ian Pearson - 2729 Head of Education	Councillor Irene Neill	In Progress	Agreed at the meeting of 18 September 2012 - To be included on December agenda
OSMC/09/57	Revenue and capital budget reports To receive the latest period revenue and capital budget reports To consider any areas of concern.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMWG	Latest report to each meeting	Andy Walker – 2433 Finance	Councillor Alan Law	In Progress	May lead to areas for in depth review.
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	RMWG	Consider quarterly reports: Q1/3 summary rept. Full rept for Q2/4	Robert O'Reilly – 2358 Human Resources	Councillor Anthony Stanfeld	In Progress	May lead to areas for in depth review. Q1 - October. Q2 - Feb (following Exec in Jan)
OSMC/11/110	Energy Saving To review the Council's policies and procedures for Energy Saving.	In a meeting review the Council's procedures to Energy Saving		RMWG	Start: April 2014 End: April 2014	Adrian Slaughter	Councillor Hilary Cole	Complete	Completed in April 2012. Review to be undertaken in April 2014.

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2012/13

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/11/111	Risk Register To scrutinise individual items on the Risk Register on an annual basis. Annual recurrence	In meeting review and scrutinise individual items on Risk Register.	Monitoring item	RMWG	Start: 6 November 2012 End: 6 November 2012	Ian Priestley	Councillor Anthony Stanfeld	In Progress	Next request Nov 2012
OSMC/11/112	Medium Term Financial Strategy To review the role and format of the MTFS Annual recurrence	In meeting review of the MTFS		RMWG	Start: Oct 2013 End: Oct 2013	Andy Walker	Councillor Alan Law		Annual item for October
OSMC/11/113	Procedures for Blue Badge Holder To review the operation of the new procedures, criteria and rules of use for Blue Badge holders following the introduction of them in January 2012.	In meeting review.		RMWG	Start: 5 Feb 2013 End: 5 Feb 2013	Mark Edwards	Councillor Keith Chopping	In Progress	Requested by RMWG on 26 July 2011
OSMC/12/121	Asset Management To understand and critically appraise the systems and process in place for the management of the Council's assets	In meeting review with information supplied by, and questioning of, lead officers.		RMWG	Start: July 2012 End: July 2012	John Ashworth	Councillor Keith Chopping	Complete	Considered in depth on 27/12. Possible return to a future meeting (Nov?) with consideration of process for Faceham House as an example and the 'Asset Challenge' methodology.
OSMC/12/132	School Academies To consider the impact of Local Authority maintained schools converting to academy status on the Council's finances.			RMWG	Start: 6 November 2012 End: 6 November 2012		Councillor Irene Neill	To be scheduled	Item incorporated at OSMC meeting of 2012-06-26

Key:
OSMC

Overview and Scrutiny Management Commission

RMWG
HSP

Resource Management Working Group
Health Scrutiny Panel

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Agenda Item 10.

Title of Report:	Review of Summer 2012 GCSE Results
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	30th October 2012

Purpose of Report: To update OSMC on the 2012 GCSE results

Recommended Action: For information

Portfolio Member Details	
Name & Telephone No.:	Councillor Irene Neill - Tel (0118) 971 2671
E-mail Address:	ineill@westberks.gov.uk
Date Portfolio Member agreed report:	18/10/12

Contact Officer Details	
Name:	Elaine Ricks
Job Title:	Joint Principal Adviser for School Improvement
Tel. No.:	01635 503633
E-mail Address:	ericks@westberks.gov.uk

Executive Report

1. Summer 2012 GCSE Results

- 1.1 National and local results for secondary schools at this stage are provisional. School performance tables and other national comparative data with local authorities will not be available until January 2014. This briefing paper is supported by Appendix A which provides headline results for West Berkshire secondary schools.
- 1.2 Overall, GCSE results in West Berkshire remain broadly in line with national expectations at 56.7% of students achieving 5+A*-C grades including English and mathematics, although this is a dip on 2011 results result of 60.08%. Provisional national results report that 58.1% achieved this measure nationally. The West Berkshire headline figures mask the fact that there has been a good improvement in mathematics at GCSE A*-C but a significant drop in English GCSE A*-C.
- 1.3 Due to the depression in English results, 7 out of 10 schools performed less well than 2011 against the key indicator of 5*A-C grades including English and mathematics. However, 2 schools which had lower than expected results last year made good gains this year. The third school is rapidly improving and for the second consecutive year has shown gains against all GCSE indicators.
- 1.4 No West Berkshire secondary schools are currently below the government's floor standard. This is the national minimum standard of fewer than 40% of pupils achieving English and mathematics and less than the national average progress measures.
- 1.5 Performance at 5+ A*-C, (unqualified) another important indicator, remains just below national expectations at 76.6% compared to 82% nationally. This is a slight rise on 2011 figure of 75% and shows a steady trend of improvement as does the national.
- 1.6 As well as attainment, another key measure for schools is the progress which is made from the end of KS2 to GCSE results at the end of KS4.
- 1.7 Using this measure, 2012 progress is as set out below in English and mathematics. 2011 progress results are in brackets.

% Making Expected 3 levels of Progress		
	English	Mathematics
Provisional National	67.7% (71.8%)	68.5% (64.8%)
West Berkshire	61.6% (76.3%)	71% (68.8%)

- 1.8 As can be seen, progress measures in mathematics have improved by 3% on 2011 results and continue to be above national expectations. In English, there has been a significant decline of 14% to 61.6%. National progress measures in English have also declined but not as significantly as in West Berkshire.
- 1.9 West Berkshire attainment in GCSE English A* to C has declined from 72% in 2011 which was above the national expectations of 68% to 62.8% in 2012. This is now just below the national expectations of 66%. This drop in performance has been unexpected by schools as, over time, performance in English has been consistently strong.
- 1.10 In West Berkshire, 8 out of 10 schools dipped in performance in English GCSE. Generally, the greatest dips were from previously very high performing English departments. The most significant drop was 23% in one school from well above average in 2011 to below average in 2012. Two other schools had dips of over 10%.
- 1.11 The dip in English has therefore had an adverse impact overall on the key indicator of 5A*-C English and mathematics combined. With only 10 schools, the result of the larger schools having significant dips have reduced the overall West Berkshire scores more disproportionately than it has nationally.
- 1.12 The majority of West Berkshire secondary schools report that the dips have fallen very short of schools' predictions. Headteachers have expressed considerable dissatisfaction citing that the lower results have a range of implications including:
- Putting schools due to be inspected at risk of a lower grade due to poor performance in English, a core subject, which will also affect the key indicator of 5A* to C English and mathematics combined
 - Affecting the life chances of students who have left school, now not able to secure a college place, and at risk of being Not in Education or Employment (NEET)
 - Lowering the aspirations and confidence of students who failed to reach their predicted grade
 - Demoralising English teachers and Heads of English who have worked hard for their pupils
 - A loss of confidence in the robustness and equity of the examinations system
- 1.13 The dip in GCSE English results have been the subject of national controversy due to the mid year changes in mark schemes and grade boundaries which has resulted in students who would have achieved a GCSE C pass in English in January 2012, with the same mark, achieving a D pass in English examinations in June 2012. There have been national protests made by headteachers and teaching unions to Ofqual, the examination regulator, about the inequity of this approach.
- 1.14 Ofqual's response has been to allow students to resit the GCSE English examination in November 2012 at no cost to schools. Ofqual has not proposed a regrade of the original scripts. In Wales, however, the Welsh government regraded English scripts resulting in students receiving raised grades.

- 1.15 This context places West Berkshire schools and English departments in an uncertain position for future target setting. West Berkshire continues to provide support to English teachers through the English Subject Leaders network and schools are also able to broker support through the School Improvement Service Level agreement.
- 1.16 Support for schools has also been provided through LA dialogue with Her Majesty's Inspectors(HMI) to clarify the position regarding English results for schools due to be inspected and through the arrangement of HMI briefings for headteachers and governors.
- 1.17 It is not yet clear what the implications are for predicted standards in English going forward. The response from government is that there are plans to radically reform GCSEs in England with a single end of course examination and one examination board for core subjects.
- 1.18 Performance in GCSE mathematics at A*-C has improved from 66.9% to 71.64% which is above national expectations and which has increased the gap to national from 2011 results. Provisional national results report a rise from 64.8% to 68%.
- 1.19 Although results across the secondary schools are variable, 9 out of 10 secondary schools increased their performance in GCSE mathematics on 2011 results. Three schools made increases of over 10%. Improving achievement in mathematics has been a focus in most West Berkshire secondary schools in line with last year's report to OSMC and this is reflected in the good gains achieved.
- 1.20 To improve the overall performance in mathematics in West Berkshire, standards need to rise in 2 schools in particular. One of these schools has had difficulties in recruiting mathematics teachers as well as a head of department though results are now expected to rise in 2013. The other school is already a designated school causing concern with a Notice to Improve from Ofsted. For this school, an improvement has already been achieved with increase of 3% on last year's mathematics results.
- 1.21 The performance of pupils with Free School Meals (FSM) in West Berkshire achieving the key indicator of 5A*-C including English and mathematics at 21% is below national figures of 35.8%. Three out of 10 secondary schools are achieving better than national figures. This remains an area of focus.
- 1.22 Schools have pupil premium funding to support improving the performance of FSM pupils. The monies allocated to secondary schools are substantial at £600 per pupil.
- 1.23 Local authority support to secondary school subject leaders has reduced significantly over the last three years and this has resulted in some loss of influence on provision in core subjects. However, 8 out of 10 secondary school headteachers have retained an LA School Improvement Adviser to advise the headteacher on key aspects of school improvement, including analysis of results and setting future school priorities.
- 1.24 Five out of 10 West Berkshire secondary schools are currently academies. Overall, there are no marked differences across the GCSE performance of these schools in 2012. The 2 highest performing schools are maintained schools.

1.25 The school now closest to the government floor target is an academy and this school has declined in performance in 2012 in both mathematics and English. This presents a challenge for the local authority in that the school does not use an LA school improvement adviser and therefore we have limited influence on the school's practices.

2. Conclusion

2.1 GCSE results remain broadly in line with the national average, but results have been adversely affected by the depression in GCSE English results which has had a disproportionately marked impact on West Berkshire schools than nationally. However, 2 schools which had disappointing results last year overall have managed to secure good gains this year.

2.2 It is difficult for schools to predict at this stage what are the implications for GCSE English results going forward. It is hoped that 2013 English results will not have the detrimental impact of this year for West Berkshire schools.

2.3 2012 GCSE results are a reversal on 2011 in that the performance of mathematics is now stronger than English. Performance in mathematics has improved on 2011 results. This is as a result of concerted efforts in a number of schools.

2.4 The gap between the highest and lowest performing secondary schools continues to close.

2.5 We will continue to support schools to ensure that pupil premium monies impact favourably on the GCSE performance of FSM pupils and will therefore contribute to an overall rise in standards.

2.6 There will be continued implications for converter academies which have not bought back into West Berkshire school improvement services but who may be at risk of being judged by Ofsted as needing improvement. We continue to work well with the 7 out of 10 secondary schools who use the school improvement service.

2.7 More significant change for schools linked to GCSE exams and the curriculum is to be expected.

Appendices

Appendix A – West Berkshire Schools – Headline Results 2012

Consultees

Local Stakeholders: West Berkshire secondary schools

Officers Consulted: Ian Pearson

Trade Union: N/A

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West Berkshire Schools Headline Results 2012

OSMC 30th October 2012
Appendix A

2012 English & Maths GCSE results

2012 Key stage 4

English & Maths

Gender=All Pupils

2012 Centre	Number on Roll	Percentage of Pupils achieving:														Diff English - Maths					
		5& A*-C		5& A*-G		5+ A*-C inc A*-C GCSE E&M		5+ A*-C inc E&M at Level 2		5+ A*-G inc E&M at Level 1		English & Maths			English			Maths			
		5& A*-C	5& A*-G	5+ A*-C inc A*-C GCSE E&M	5+ A*-C inc E&M at Level 2	5+ A*-G inc E&M at Level 1	GCSE A*-C	Level 2	Level 1	GCSE A*-C	Level 2	Level 1	GCSE A*-C	Level 2	Level 1		GCSE A*-C	Level 2	Level 1		
Derefield	184	74.46	98.37	44.02	44.02	97.28	44.02	44.02	97.83	59.78	59.78	98.91	53.26	53.26	98.37	6.52					
John O'Gaurt	62	87.10	98.39	54.84	58.06	98.39	54.84	58.06	98.39	56.45	62.90	100.00	74.19	74.19	98.39	-17.74					
Kennet	282	75.53	100.00	60.64	62.06	100.00	61.35	62.77	100.00	64.18	65.96	100.00	84.04	84.04	100.00	-19.86					
Little Heath	263	78.33	99.24	51.33	51.71	98.86	51.33	51.71	98.86	58.56	59.70	99.24	63.88	64.26	98.86	-5.32					
Park House	168	73.21	95.83	52.98	52.98	93.45	52.98	52.98	94.64	54.17	54.17	96.43	74.40	74.40	97.62	-20.24					
St. Bartholomew's	245	85.31	98.37	63.67	63.67	96.73	63.67	63.67	97.14	67.35	67.35	97.55	77.55	77.55	98.37	-10.20					
The Downs	181	75.69	99.45	70.17	70.17	98.90	70.72	70.72	98.90	74.03	74.03	99.45	81.77	81.77	98.90	-7.73					
The Willink	156	82.05	96.79	69.87	81.41	96.79	69.87	84.62	97.44	73.08	87.82	98.72	84.62	86.54	98.08	-11.54					
Theale Green	218	68.81	95.41	46.79	50.92	94.95	47.25	52.29	96.79	60.09	64.22	97.71	57.80	61.01	97.25	2.29					
Trinity	122	84.43	95.90	62.30	62.30	95.90	62.30	62.30	99.18	67.21	67.21	99.18	77.05	77.05	99.18	-9.84					
West Berkshire	1904	76.68	96.80	56.72	58.51	96.11	56.93	59.09	96.80	62.87	65.18	97.48	71.64	72.22	97.37	-8.77					
NCER natl	563378	82.18	95.16	58.12	60.24	93.96	58.63	61.14	95.19	66.17	68.62	96.12	68.88	70.36	96.44	-2.71					
Brookfields	12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						
The Castle	11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						

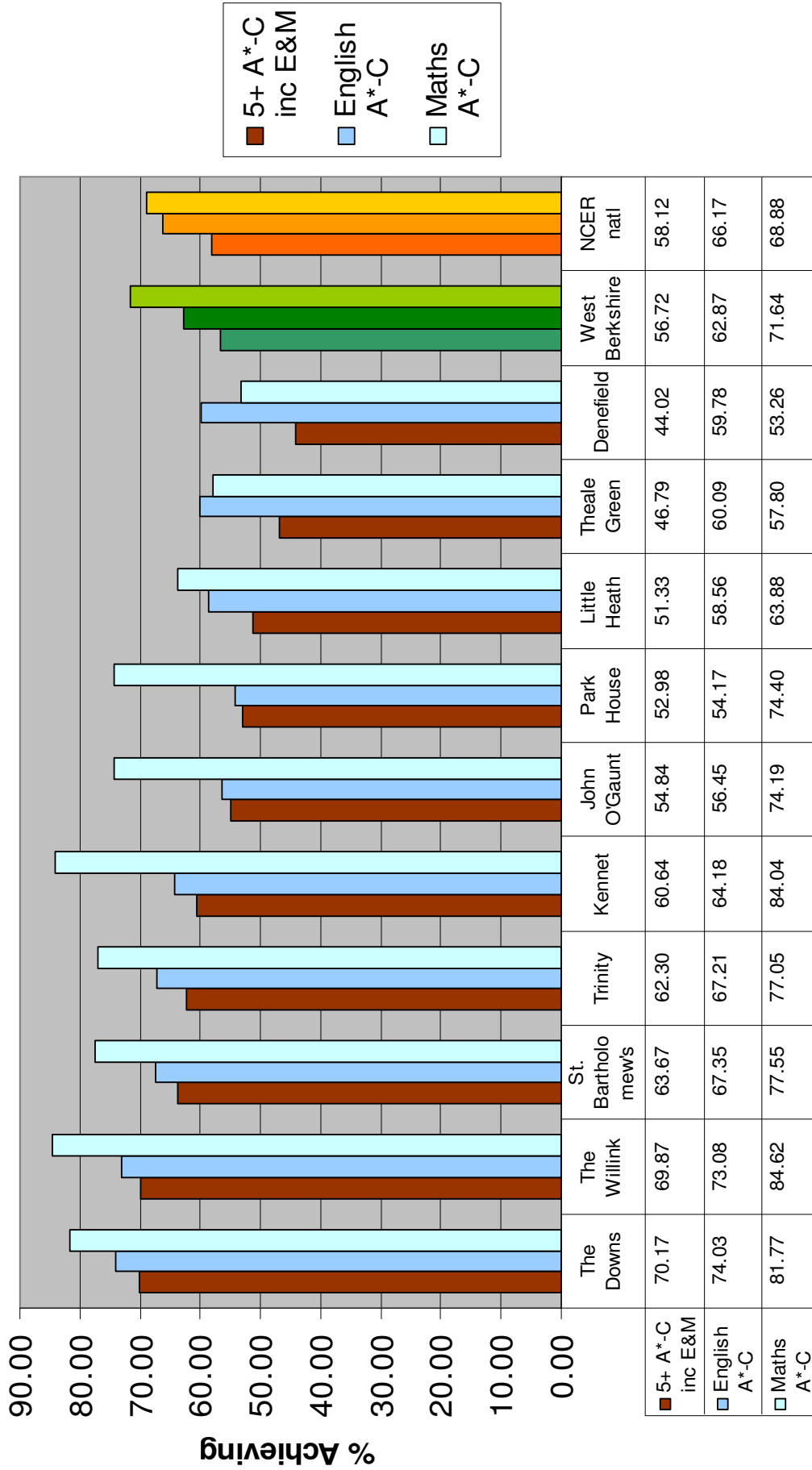
2011 English and Maths GCSE results

2011 Centre	Number on Roll	Percentage of Pupils achieving:														Diff English - Maths			
		5&.A*-C		5&.A*-G		5+ A*-C inc A*-C GCSE E&M		5+ A*-G inc E&M at Level 1		English & Maths			English				Maths		
						GCSE A*-C	Level 2	Level 1	GCSE A*-C	Level 2	Level 1	GCSE A*-C	Level 2	Level 1	GCSE A*-C		Level 2	Level 1	
Denefield	173	80.35	99.42	50.87	50.87	50.87	97.69	50.87	50.87	97.69	68.79	69.94	98.84	57.23	57.23	98.27	11.56		
John O'Gaurt	83	72.29	100.00	48.19	49.40	98.80	98.80	49.40	50.60	98.80	59.04	62.65	98.80	62.65	62.65	100.00	-3.61		
Kennet	280	76.07	98.93	68.93	69.64	98.57	98.29	70.71	72.14	99.29	76.79	78.21	99.29	80.00	80.00	100.00	-3.21		
Little Heath	257	82.49	98.83	56.03	56.03	98.83	98.83	56.81	57.20	98.83	81.32	81.71	99.61	59.53	59.53	98.83	21.79		
Park House	213	76.06	95.31	56.81	56.81	94.84	94.84	56.81	56.81	95.31	69.95	70.42	95.77	63.38	63.38	96.71	6.57		
St. Bartholomew's	244	85.66	97.54	71.72	71.72	96.31	96.31	71.72	71.72	96.72	79.51	79.51	97.54	76.64	76.64	97.95	2.87		
The Downs	176	79.21	99.44	75.28	75.28	99.44	99.44	76.40	76.97	99.44	85.39	85.96	99.44	81.46	81.46	99.44	3.93		
The Willink	169	70.41	99.41	60.95	60.95	99.41	99.41	62.13	62.13	100.00	71.01	71.01	100.00	69.82	69.82	100.00	1.18		
Theale Green	216	66.67	94.44	51.85	51.85	93.98	93.98	51.85	51.85	96.76	66.67	66.67	97.69	55.56	55.56	97.22	11.11		
Trinity	138	65.94	94.20	59.42	59.42	92.75	92.75	60.14	60.87	94.93	66.67	68.12	95.65	68.84	68.84	97.10	-2.17		
West Berkshire	1984	75.10	96.07	60.08	60.23	95.46	95.46	60.74	61.14	96.17	72.73	73.44	96.67	66.94	67.04	97.03	5.80		
NCER natl	568778	80.07	94.79	57.85	60.24	93.74	93.74	58.38	61.28	95.28	68.88	71.35	96.27	64.87	67.11	96.25	4.01		
Brookfields	19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.26			
The Castle	14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.29			

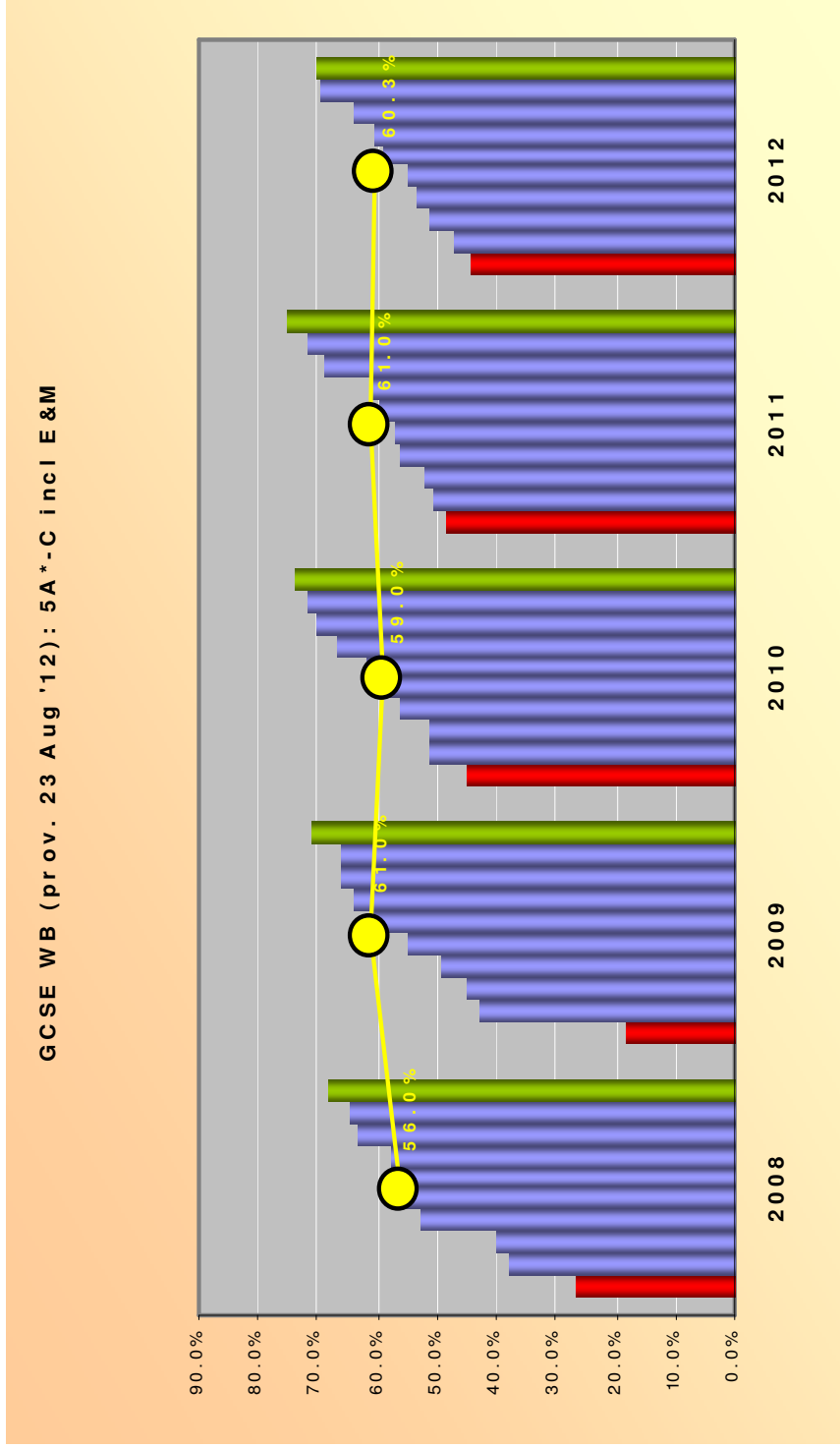
2010 English & Maths GCSE results

2010 Centre	Number on Roll	Percentage of Pupils achieving:														Diff English - Maths										
		5+ A*-C inc A*-C GCSE E&M				5+ A*-C inc E&M at Level 2				5+ A*-G inc E&M at Level 1				English & Maths				English				Maths				
		5&A*-C	5&A*-G	5+ A*-C inc A*-C GCSE E&M	5+ A*-C inc E&M at Level 2	5+ A*-G inc E&M at Level 1	GCSE A*-C	Level 2	Level 1	GCSE A*-C	Level 2	Level 1	GCSE A*-C	Level 2	Level 1		GCSE A*-C	Level 2	Level 1	GCSE A*-C	Level 2	Level 1				
Derefield	205	71.22	97.56	50.73	50.73	94.15	52.68	53.17	95.12	66.83	66.83	96.59	58.54	59.02	96.10	8.29										
John O'Gaurt	83	74.70	97.59	59.04	59.04	96.39	61.45	61.45	97.59	69.88	73.49	98.80	65.06	65.06	97.59	4.82										
Kennet	284	76.76	98.94	72.18	72.54	98.94	73.59	74.30	100.00	84.86	85.56	100.00	76.41	76.76	100.00	8.45										
Little Heath	261	79.69	98.85	67.05	67.05	98.08	67.43	67.43	99.23	77.78	77.78	99.62	72.03	72.03	99.62	5.75										
Park House	203	68.97	93.10	50.74	50.74	91.63	51.23	51.23	93.60	72.41	72.41	96.06	57.14	57.14	95.07	15.27										
St. Bartholomew's	249	77.51	95.58	70.28	70.28	94.78	70.68	70.68	97.59	79.12	79.12	97.59	74.30	74.30	98.80	4.82										
The Downs	152	76.32	99.34	74.34	74.34	98.03	74.34	74.34	98.03	80.92	80.92	98.03	76.32	76.32	99.34	4.61										
The Willink	156	68.59	96.79	61.54	61.54	96.79	61.54	61.54	98.08	69.87	71.79	98.72	69.23	69.23	99.36	0.64										
Theale Green	223	73.09	99.10	55.61	55.61	97.76	56.50	56.50	98.21	72.20	72.20	99.10	63.23	63.23	99.10	8.97										
Trinity	149	60.40	91.95	44.97	46.31	89.93	46.31	48.32	95.97	63.76	65.77	96.64	51.01	53.69	98.66	12.75										
West Berkshire	1994	72.37	95.64	60.73	60.88	94.48	61.58	61.89	96.19	73.77	74.32	96.94	66.25	66.55	97.14	7.52										
NCER natl	547623	75.75	94.48	55.62	58.46	93.42	56.14	59.77	95.04	66.66	69.77	96.06	62.88	65.70	96.10	3.79										
Brookfields	19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.53	0.00	0.00	15.79	0.00	0.00	10.53											
The Castle	10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00											

GCSE 2012 English and maths summary

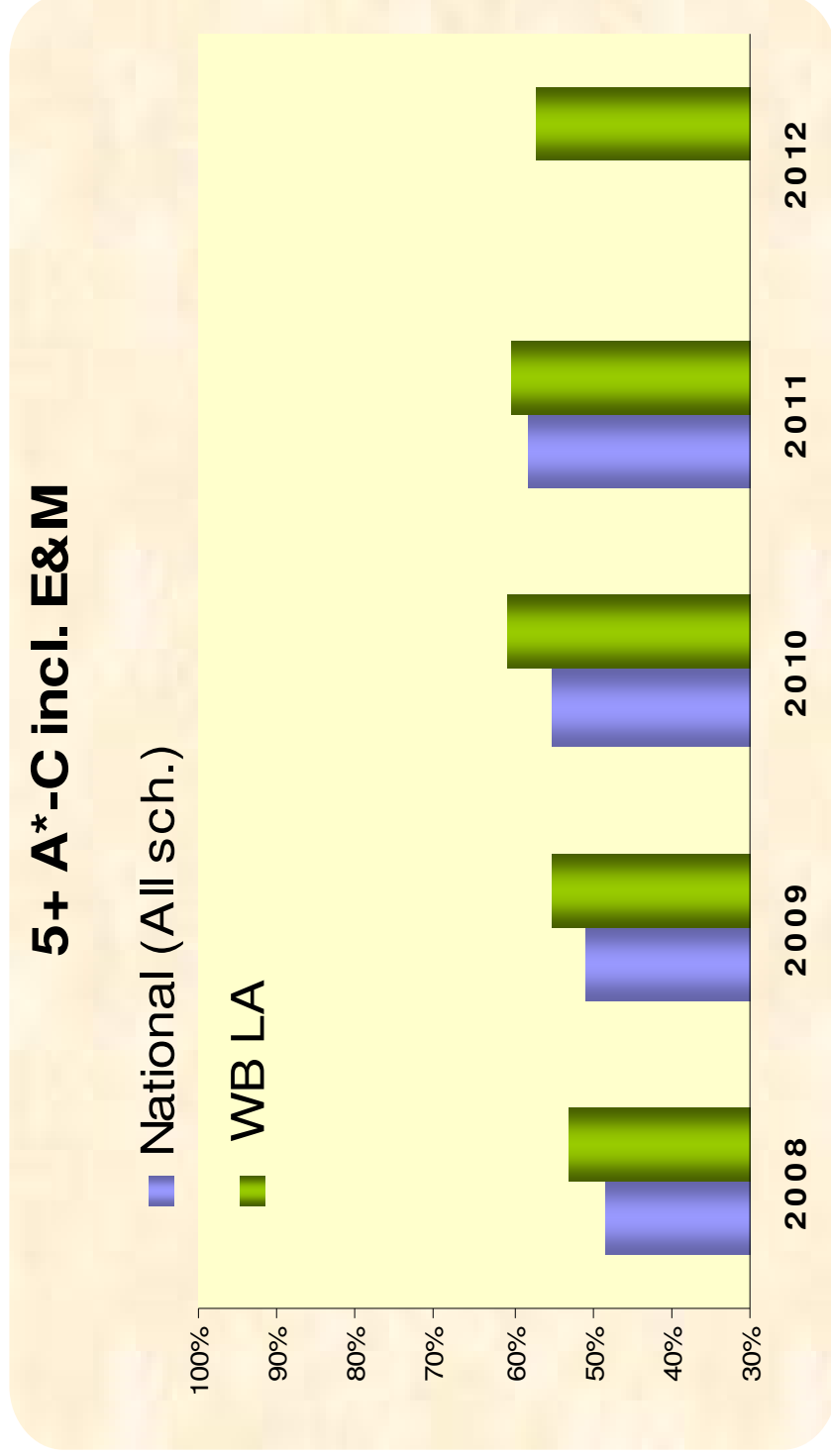


GCSE 5A*-C including English and Maths



The gap between the top performing and lower performing schools has diminished significantly over the last five years.

GCSE 5A*-C incl English & Maths



Several schools report issues with English grading which may account for the slight decrease this year.

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Agenda Item 11.

Title of Report:	Key Accountable Measures and Activities 2012/13. Update on Progress: Quarter One.
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	30 October 2012

Purpose of Report: To present to the Commission the quarter one outturn against the key accountable measures and activities 2012/13.

Recommended Action: To note the quarter one outturn against the key accountable measures and activities, and make recommendations as appropriate.

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:	Jason Teal
Job Title:	Performance, Research and Consultation Manager
Tel. No.:	01635 519102
E-mail Address:	jteal@westberks.gov.uk

Executive Summary

1. Introduction

- 1.1 This report sets out the Council's progress in quarter 1 against its key accountable measures and activities for 2012/13.
- 1.2 In doing so, it provides assurance to the Executive that objectives laid out in the Council Strategy and other areas of significance / importance across the Council are being delivered.
- 1.3 Across this reporting framework, 49 key accountable measures and activities are captured in total. 11 are annual measures, where outturns are only available at a single point in time over the course of the year (i.e. exam results or survey data).
- 1.4 Of the reported 35 measures / activities, 28 are reported as 'green' – or are on track to be delivered / achieved by the end of the financial year.
- 1.5 No measure is being reported as unachievable whilst 7 are listed as 'amber': behind schedule but anticipate achieving the target by year end. These are:

Service Area	Measure / activity: AMBER	Target	Q1 outturn
Care Commissioning, Housing and Safeguarding	Maintain the percentage of people presenting as homeless where the homelessness has been relieved or prevented	78%	73%
Children's	Maintain a low percentage of child protection plans that last for 2 years or more	<5%	6%
Children's	Reduce the proportion of children becoming the subject of a child protection plan for a second or subsequent time	20%	38%
Planning & Countryside	Ensure that the number of upheld planning appeals is less than the national average of 35%	<35%	40%
Strategic Support	Work with our partners to ensure that the ratio of repeat anti-social behaviour calls in West Berkshire does not exceed the Thames Valley Police Force average ratio.	32%	34%
Strategic Support	Work with our partners to ensure that the rate of change of repeat instances of domestic abuse in West Berkshire does not exceed the Thames Valley Police Force average	+ 3.1%	+ 10%
Customer	The average number of days taken to make a full decision on changes in a Benefit claimants circumstances	< 8 days	9 days

- 1.6 More information – outturns and commentary - on all reported measures / activities is contained in the main body of the report.

Appendices

Appendix A – Quarter 1 Performance Report: key accountable measures and activities 2012/13. Update on progress: Apr-Jun.

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Quarter 1 Performance Report:

Key accountable measures and activities 2012/13

Update on progress: Apr - Jun 2012

compiled by:

Research, Consultation & Performance

Strategic Support Unit

westberks.gov.uk/performance

July 2012

For queries contact: Jason Teal (01635 5192102 or jteal@westberks.gov.uk)

State of the district measures

This table pulls together a number of socio-economic measures to contextualise what is happening in the wider context of West Berkshire which will help identify issues around which Council may need to act.

	2011/12 Q1	2012/13 Q1	Comment	
Social				
Nos of crime reported (all)	2,716	2,099	- 23%	
Nos of serious acquisitive crime incidents reported	408	348	- 15%	
Nos of anti-social behaviour reports to Thames Valley Police	1,118	769	- 31%	
Nos of young people aged 16-19 who are not in employment, education or training (NEET)	172	Annual: available Q4		
Nos of people killed or seriously injured on West Berkshire roads	24	18		
Economic				
Net change in footfall across:	Newbury	20,870	27,150	+ 30.1%
	Hungerford	4,950	4,740	- 4.2%
	Thatcham	5,730	5,890	+ 2.8%
Average house prices in West Berkshire	£228,560	£229,088	10% higher than South East average (£209,069)	
Proportion of population economically active	84,900	Annual: available Q4	81.9%, compared to 79.4% in South East	
Average gross earnings (p/week)	£574.9	Annual: available Q4	South East average: £554.40	
Total Job Seekers Allowance claimants	1,781	1,745	1.8% (South East: 2.5%)	
Nos unfilled jobcentre vacancies per 10,000 population aged 16-64	71	127	South East: 89 unfilled vacancies per 10,000.	

Demand for services provided by the Council

The range of activities the Council performs is varied – providing more than 300 different services or functions. These are not static and we have seen demand for – and people’s use of – services change. For example, compared to the same period last year we have seen:

Measures of Volume	2011/12 Q1	2012/13 Q1	% change
Communities			
Nos. of clients aged 18 - 64 receiving an on-going care packages as at the end of the quarter	793	1,000	+ 26%
Nos. of clients aged 65 plus receiving an on-going care packages as at the end of the quarter	1,298	1,668	+ 29%
Nos. of social care assessments and reviews completed in the last 12 months	6,037	6,487	+ 7%
Nos. of live applicants on the Common Housing Register in the reasonable preference group	2,067	1,644	- 20%
Nos of safeguarding referrals received	38	43	+ 13%
Nos. of Looked After Children cases	134	129	- 4%
Nos. of children and young people subject to a child protection plan	78	62	- 21%
No of adult learners	341	759	+ 123%
No of families accessing Children’s Centres	1,250	1,473	+ 18%
Environment			
Nos of planning applications (received)	665	795	+ 20%
Nos of visits to library venues	147,613	121,344	- 18%
Nos of visits to sports and leisure centres	214,066	234,486	+ 10%
Resources			
Nos. calls received through contact centre	84,840	82,421	- 3%
Nos of calls received by ICT Help Desk (Incidents)	5,092	4,522	- 11%
Nos of local authority searches completed	464	456	- 2%
Nos unique visitors to website (excl. staff)	226,214	330,399	+ 46%
Nos of Freedom of Information requests	192	221	+ 15%

Purpose of this report

To provide an update on progress against the Council's key accountable measures and activities for quarter one, 2012/13.

The key measures / activities within this report have been distilled from those routinely monitored and managed through individual service plans to focus more singularly on those which are of particular importance / significance key in delivering the strategic objectives in the Council Strategy and to the ongoing work of the Council as a whole. This report therefore:

- provides assurance to the Executive that the objectives laid out in the Council Strategy are being delivered;
- provides assurance to the Executive that areas of significance / particular importance are performing;
- acts as an early warning system, flagging up areas of significance / particular importance which are not performing - or are not expected to perform - as hoped;
 - and therefore ensures that adequate remedial action is put in place to mitigate the impact of any issues that may arise.

Conventions used in this report

Throughout the report we have used a RAG 'traffic light' system to report progress:

- ★ means we have either achieved / exceeded - or expect to achieve / exceed - what we set out to do;
- ◆ means we are behind schedule, but still expect to achieve or complete the measure / activity by year end;
- indicates that we have either not achieved – or do not expect to achieve - the activity or target within the year;

indicators reported as Ⓢ are annual indicators that can only be reported at a particular point in time – i.e. GCSE results or the road condition survey, whilst;

indicators reported as U are where the quarterly data is not yet available.

Where measures / activities are reported as 'amber', a brief supporting commentary is provided. Where measures / activities are reported as 'red', a more comprehensive exception report is provided providing a description of why the measure / activity will not be achieved / completed, but also detailing the remedial action in place in order to mitigate the consequence of this not being achieved.

In total, there are 49 key measures or activities which are appraised by the Executive through this reporting mechanism. These are aligned to the strategic priorities laid out in the Council Strategy.

The main body of the report presents these in more detail. Along with a description of the measure, the table also provides:

- *Column 2*: an indication of whether or not the Council has direct / complete control over the measure.
- *Column 3*: an indication of the impact on either, service users or the community more generally, should the measure not be achieved.
- *Column 4*: the previous year's outturn.
- *Column 5*: the current year's target,
- *Column 6*: quarterly outturn and RAG rating.
- *Column 7*: any supporting commentary provided.

Commentary on Performance

Across this reporting framework as a whole, 49 key accountable measures and activities are captured in total.

Of this 49, 11 measures / activities are reported on an annual basis as they are only available once a year (for example, annual survey results, school attainment etc). Most of these relate to the education arena. In Q1, data is not available for 3 measures / activities at the time of print. Therefore, Q1 outturns are available for 35 measures.

Of the reported measures / activities, 28 (80%) are reported as 'green' – or are on track to be delivered / achieved by the end of the financial year.

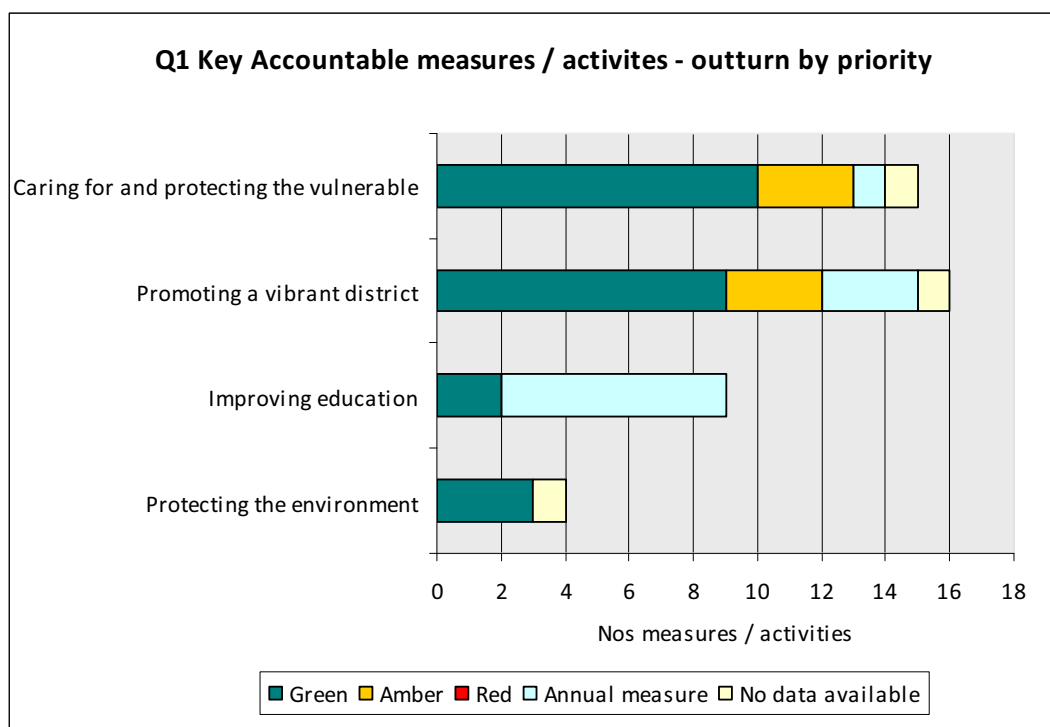
No measure is being reported in Q1 as unachievable.

Therefore the remainder 7 (20%) are listed as 'amber': behind schedule but anticipate achieving the target by year end.

The summary table below shows Q1 outturns by directorate.

Overview of performance outturns	2011/12	2012/13 Q1 outturns			
	Year End	Overall	Communities	Environment	Resources
Green	27	28	15	8	5
Amber	0	7	3	1	3
Red	12	0	0	0	0
Annual (yet to be reported)	0	11	8	2	1
Unavailable at time of publication	0	3	1	1	1
Total	39	49	27	12	10

The graph below summarises the same data (minus the Customer Focus measures) against the Council's priorities.



The table below lists those measures / activities reporting as 'amber' in Q1.

Service Area	Council Strategy Priority	Measure / activity	Target	Q1 outturn
Care Commissioning, Housing and Safeguarding	Caring for and Protecting the Vulnerable	Maintain the percentage of people presenting as homeless where the homelessness has been relieved or prevented	78%	73%
Children's Services	Caring for and Protecting the Vulnerable	Maintain a low percentage of child protection plans that last for 2 years or more	<5%	6%
Children's Services	Caring for and Protecting the Vulnerable	Reduce the proportion of children becoming the subject of a child protection plan for a second or subsequent time	20%	38%
Planning & Countryside	Promoting a Vibrant District	Ensure that the number of upheld planning appeals is less than the national average (35%: 2011/12).	< 35%	40%
Strategic Support Unit	Promoting a Vibrant District	Work with our partners to ensure that the ratio of repeat anti-social behaviour calls in West Berkshire does not exceed the Thames Valley Police Force average ratio.	32%	34%
Strategic Support Unit	Promoting a Vibrant District	Work with our partners to ensure that the rate of change of repeat instances of domestic abuse in West Berkshire does not exceed the Thames Valley Police Force average	+ 3.1%	+ 10%
Customer Services	-	The average number of days taken to make a full decision on changes in a Benefit claimants circumstances	< 8 days	9 days

More information – outturns and commentary - on each of these measures is contained in the main body of this report.

This report is published at westberks.gov.uk/performance.

2012/13 West Berkshire Council key accountable measures – Quarter 1

Measure / activity	Direct influence	Community / service impact	2011/12 Year end outturn	2012/13 Target	Q1 outturn	Supporting commentary
Older people and vulnerable adults						
Maintain the percentage of vulnerable people maintaining independent living through the provision of a housing related support service	Y	High	98%	98%	99.7% ★	Q1 outturn: 676 / 678
Maintain 80% of benefits assessments within 3 weeks of referral from Children's Services	Y	High	86%	80%	100% ★	Q1 outturn: 25 / 25
Increase the number of carers receiving a service	Y	Medium	208	300	64 ★	
Increase number of service users receiving a personal budget, either commissioned, cash or a mixture of both	Y	High	628	1400	532 ★	
Increase the number of people receiving a telecare service by 20 people per year	Y	Medium	30	50	10 ★	
Place 50 clients into Extra Care Housing	Y	Medium	-	50	39 ★	
Maintain the percentage of people presenting as homeless where the homelessness has been relieved or prevented	Y	High	78%	78%	73% ◆	Q1 outturn: 101 / 138 The Housing service is facing increased demand for homelessness services, reflecting a national trend. The Council has no other option but to take a homeless application. Nationally, we have seen a 13% increase in homelessness compared to last year, and this is mirrored in West Berkshire.
Maintain the number of people supported to move on from short term accommodation into independent living in a planned way	Y	Medium	60%	60%	91% ★	Q1 outturn: 95 / 104. Based on available data for Q1

Measure / activity	Direct influence	Community / service Impact	2011/12 Year end outcome	2012/13 Target	Q1 outcome	Supporting commentary
Vulnerable children and young people						
To maintain a low percentage of child protection plans that last for 2 years or more	Y	Medium	2%	5%	6%	2 / 34 protection plans have lasted for 2 years or more. This is unusual, and we anticipate performance improving throughout the year.
To reduce the proportion of children becoming the subject of a child protection plan for a second or subsequent time	Y	High	20%	20%	38%	Work is being undertaken in order to ensure that children are only made subject to a subsequent plan when this is clearly in their best interests. Performance should improve over the course of the year.
The maintain low numbers entering the youth justice system	Y	High	55	80	19	
To maintain the number of children accessing Short Breaks	Y	Medium	450	450	no data	This data is collated at the end of each quarter from all short-break providers across the district, including voluntary and public sector organisations. Q1 data will be available in Q2.
To increase the number of families engaged in West Berks Personalised Budgets Pilot	Y	Medium	New	5	Annual	The pilot will commence in early 2013.
To increase the number of new LAC placed within 20 miles of their home wherever possible ** Dependent upon review of allowances and investment to save	Y	Medium	82%	80%	80%	
Maintain the percentage of Child Protection Reviews carried out on time	Y	High	100%	98%	100%	Q1 outcome: 46 / 46

Measure / activity	Direct influence	Community / service Impact	2011/12 Year end outturn	2012/13 Target	Q1 outturn	Supporting commentary
Infrastructure						
Ensure that no more than 5% of the principal road network (A roads) is in need of repair	Y	High	5%	5%	Annual ⊙	Annual survey - reports Q4
Ensure that no more than 10% of the classified non-principal road network (B and C roads) is in need of repair	Y	High	10%	10%	Annual ⊙	Annual survey - reports Q4
Assist the Environment Agency with completion of Year 1 of the Newbury Flood Alleviation Scheme	N	Medium	New	Mar-13	On track ★	
Review and upgrade the Thatcham Scoot traffic signal system.	Y	Medium	New	Dec-12	On track ★	
Adopt a new Tenancy Strategy for WBC by 31/03/13 to meet statutory requirement	Y	Medium	New	Mar-13	On track ★	
Approve 95% of high priority Disabled Facilities Grants within 9 weeks of receipt of full grant application	Y	High	97%	95%	95% ★	Q1 outturn: 18 / 19
Bring 30 empty homes back into use for by 31/03/13 using the Council's framework for engaging with identified empty home owners	N	Medium	30	30	12 ★	
Number of West Berkshire premises able to receive standard broadband services 2Mb/s or above (Target 67,614 100% by 2015)	Y	Medium	27,260 (40%)	40,711 (60%)	Annual ⊙	Reports in Q4

Measure / activity	Direct influence	Community / service Impact	2011/12 Year end outturn	2012/13 Target	Q1 outturn	Supporting commentary
Planning						
Ensure that the number of upheld planning appeals is less than the national average of 35% (2011/12).	Y	Medium	(29/123) 24%	< 35%	40%	◆ Q1 outturn: 8.5 / 21 appeals upheld. Although Q1 performance is above target it is expected that the year end result will be achieved.
60% of 'major' planning applications determined within 13 weeks.	Y	High	(15/53) 28%	60%	79%	★ Q1 outturn: 11 / 14. Estimated - to be confirmed in Q2.
65% of 'minor' planning applications determined within 8 weeks.	Y	High	(81/503) 16%	65%	82%	★ Q1 outturn: 97 / 119. Estimated - to be confirmed in Q2.
75% of 'other' planning applications determined within 8 weeks.	Y	High	(355/1479) 24%	75%	94%	★ Q1 outturn: 409 / 433. Estimated - to be confirmed in Q2.
Community Safety						
Work with our partners to ensure that the ratio of repeat anti-social behaviour calls in West Berkshire does not exceed the Thames Valley Police Force (TVP) average ratio.	N	High	New	< TVP Q1 outturn (32%)	+2%	◆ Q1 outturn: 2 percentage points greater than TVP average. We will continue to engage with relevant agencies to endeavour to drive down the number of repeat calls.
Work with our partners to ensure that the rate of change of repeat instances of domestic abuse in West Berkshire does not exceed the Thames Valley Police Force (TVP) average	N	High	New	< TVP Q1 outturn (3.06% increase YTD)	+10%	◆ Q1 outturn: 12.9% which is 10 percentage points greater than TVP average. A newly appointed co-ordinator will be in post in Q2. We will continue to engage with relevant agencies to endeavour to drive down the number of repeat instances.
Community Safety						
Work with our partners to reduce domestic burglaries by 5%	N	High	New	-5%	-31%	★
Reduce the average cost of crime per IOM offender compared to baseline at 31/3/12 (based on conviction data for static IOM cohort).	N	Medium	New	5%	no data available	U Data available from Q2

Measure / activity	Direct influence	Community / service Impact	2011/12 Year end outcome	2012/13 Target	Q1 outcome	Supporting commentary
Vulnerable Pupils						
Narrowing the achievement gap between SEN/non SEN scoring level 4 or above in English and Maths at the end of Key Stage 2	N	High	55%	54.5%	Annual	Reports in Q3
Increase the proportion of children eligible for free school meals who achieve 5+A*-C grades at GCSE (incl English and Maths)	N	High	18.1%	25%	Annual	Reports in Q3
Higher and Adult Education						
Reduce the proportion of young people in academic Year 12 who are NEET at January 30th each year	N	High	5.2%	5.0%	Annual	Reports in Q4
Increase take-up of 16-18 apprenticeships	N	Medium	320 p/a	325 p/a	348	Nos of apprenticeships currently being undertaken.
Working with Schools						
Increase the proportion of pupils gaining 5+A*-C at GCSE, including English and Maths to 63%	N	High	61%	63%	Annual	Reports in Q3
Increase the proportion of pupils scoring level 4 or above in English and Maths at the end of Key Stage 2	N	High	Eng 82% Maths 80%	82.5% 80.5%	Annual	Reports in Q3
To reduce the number of primary schools below the floor standard at the end of KS2 for more than 2 of the previous 3 years	N	Medium	6	4	Annual	Reports in Q3
Improve the number of pupils making 2+ levels of progress from KS1 to the end of KS2 in English and Maths	N	High	Eng 84% Maths 79%	84.5% 81.0%	Annual	Reports in Q3
Working with Schools						
Maintain / increase the number of schools judged good or better by Ofsted under the new Framework (harder test)	N	High	61	61	61	
Environmental and historic protection						
Adopt the Local Development Framework Core Strategy.	Y	High	Not adopted	Adopted	On track	Adopted by the Council in July 2012

Measure / activity	Direct influence	Community / service Impact	2011/12 Year end outturn	2012/13 Target	Q1 outturn	Supporting commentary
Cleaner and greener						
Maintain the proportion of waste recycled/composted/reused	Y	High	46%	46%	51%	★ Q1's result is an estimate based on April/May data (finalised Sept 12) and subject to validation by DEFRA. This data is seasonal - Q1 is usually higher than the annual outturn.
% of Waste landfilled	Y	High	20.9%	<25%	24%	★ Q1's result is an partial estimate based April / May data (finalised Sept 2012) and subject to validation by DEFRA.
Maintain an acceptable level of litter, detritus and graffiti (as outlined in the Keep Britain Tidy local environmental indicators).	Y	High	Good	Satisf.	no data available	U Commences reporting from Q2
Customer Focus						
The average number of days taken to make a full decision on new Benefit claims	Y	High	18 days	<18.5 days	15.6 days	★
The average number of days taken to make a full decision on changes in a Benefit claimants circumstances	Y	High	8 days	<8.0 days	9 days	◆ The DWP 'ATLAS' data matching exercise is mandatory task. Nationally there are quality issues with the data being issued through ATLAS and these are creating significant volumes of unnecessary an erroneous work. As a consequence this target is under pressure - to mitigate the effect of this, resources have been redeployed from other areas of benefit administration to meet this increase in workload - accepting the DWP's assurances that data quality issues have now been addressed we would hope to see this target on delivery by Q2.
Telephone calls dealt with at the first point of contact	Y	High	83%	80%	86%	★ Q1 outturn: 37464 / 43482
Calls to Customer Services answered within 30 seconds	Y	High	76%	75%	75%	★ Q1 outturn: 32700 / 43482
Average queuing time for personal customers	Y	High	4 mins	<8 min	5.8 mins	★

End of report

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Title of Report:	Scrutiny review into the response to domestic abuse in the district
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	30 October 2012

Purpose of Report: To outline the results of the investigation in the activity being undertaken to respond to domestic abuse in the district.

Recommended Action: That the Overview and Scrutiny Management Commission endorses the recommendations of the Task Group prior to their consideration by the Executive.

Key background documentation: The minutes of and papers provided to the task group (available from Strategic Support).

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

Contact Officer Details	
Name:	David Lowe
Job Title:	Scrutiny and Partnerships Manager
Tel. No.:	01635 519817
E-mail Address:	dlowe@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 At its meeting of 17 April 2012, the Overview and Scrutiny Management Commission (OSMC) agreed to conduct a review into domestic abuse in West Berkshire.
- 1.2 This report provides the findings and recommendations arising from the review and provides detail on its Terms of Reference and methodology.

2. Terms of Reference

- 2.1 The Terms of Reference for the task group were to conduct a review into the approach by statutory and other agencies to reported domestic abuse in West Berkshire and in particular:

- The extent or prevalence of domestic abuse in the District;
- The strategic approach taken to preventing, encouraging reporting and responding to domestic abuse;
- The operational practice;
- Consider what might be done further to improve how domestic abuse is dealt with; and
- Report to the OSMC thence the Executive with recommendations as appropriate.

3. Methodology

- 3.1 The review has been conducted by a cross-party task group, working with Council officers and representatives of other organisations. The members of the working group were Councillors George Chandler, Sheila Ellison, Roger Hunneman, Gwen Mason, Quentin Webb and Emma Webster. Councillor Webb was elected as the Chairman.
- 3.2 The task group held the meetings outlined in the table below.

Meeting date	Meeting focus
Friday 20 July 2012	<ul style="list-style-type: none">• Election of the Chairman• Agreement of the Terms of Reference• Briefing on<ul style="list-style-type: none">○ Definition○ Data○ Previous scrutiny activity• Agreement of the review activity and schedule

Tuesday 11 September 2012	<ul style="list-style-type: none"> • Local Strategic Assessment • Governance arrangements <ul style="list-style-type: none"> ○ Responsibility, leadership and co-ordination ○ Domestic Abuse Forum ○ Strategy and policy • Operational delivery <ul style="list-style-type: none"> ○ Refuge ○ Multi Agency Risk Assessment Conference
Tuesday 18 September 2012	<ul style="list-style-type: none"> • Operational delivery <ul style="list-style-type: none"> ○ Children's safeguarding ○ Youth Offending Team ○ Schools ○ DASH form
Tuesday 25 September 2012	<ul style="list-style-type: none"> • Operational delivery <ul style="list-style-type: none"> ○ West Berkshire Council staff • Survivor's account
Thursday 11 October 2012	<ul style="list-style-type: none"> • Formulation of the recommendations

4. Acknowledgements and thanks

- 4.1 The Chairman and Members of the task group would like to acknowledge and thank all those who supported and gave evidence to the review.

5. Findings

Background and context

- (1) Domestic abuse encompasses more than violence. The Government has issued guidance that from April 2013 it will define domestic abuse as:

“Any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality. This can encompass but is not limited to the following types of abuse:

- psychological
- physical
- sexual
- financial
- emotional

Controlling behaviour is a range of acts designed to make a person subordinate and/or dependent by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour.

Coercive behaviour is: an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish, or frighten their victim.”

This definition, which is not a legal definition, includes so called 'honour' based violence, female genital mutilation (FGM) and forced marriage, and is clear that victims are not confined to one gender or ethnic group.

- (2) The underlying motivation for domestic abuse is for the exertion and maintenance of power and control over others. As an example, the introduction of outside professionals when a woman becomes pregnant can frequently be a trigger for abusive behaviour as would-be abusers feel a resultant loss of control and power.
- (3) Victims of domestic abuse rarely report or seek help at their first experience of it. Research indicates that continued exposure to domestic abuse is required before victims come forward and they will experience on average 30 incidents of abuse before seeking help. Some however never address it and others leave abusive relationships without the involvement or engagement of any response or support agency. Due to its hidden nature and its consequent underreporting, understanding its prevalence and how to take action to address it is difficult.
- (4) Domestic abuse is often a hidden crime, which affects all sections of society. 1 in 4 women and 1 in 6 men will experience some form of domestic abuse in their lifetime. 80% of perpetrators are male and 20% female.
- (5) Some victims fail to recognise that they are in abusive relationships, seeing them, sometimes over time, as normal or to be expected.
- (6) Domestic abuse can result in severe physical injury, emotional trauma and, potentially, murder. National statistics are that:
 - On average two women a week are killed by their partner or former partner.
 - One in ten women may be affected by domestic abuse at any one time.
 - 45% of women and 26% of men are likely to have experienced at least one incident of interpersonal violence in their lifetime.
 - 70% of repeat visits to Accident and Emergency are associated with domestic abuse and 50% of female users of mental health services have experienced domestic abuse.

In the Thames Valley:

- Domestic abuse has accounted for 31.4% (27 out of 86) of adult homicides over the last five years
 - 32,404 incidents of domestic abuse were reported to Thames Valley Police in 2010/11.
 - It is estimated that 72,331 women between the ages of 16 and 59 will have been affected by domestic abuse last year in the Thames Valley
- (7) Children often experience long term effects from witnessing and experiencing incidents of domestic abuse. Children witnessing domestic

abuse are more likely of becoming abusers themselves than those who are not.

- (8) As well as the emotional cost of domestic abuse, there is a huge financial burden to both individuals and services. Domestic abuse is estimated to cost Britain £23 billion a year. Application of a University of Leeds modelling tool indicates that in addition to the impact on people, the total annual financial cost to West Berkshire is £18,184,000, broken down as follows:
- Service Costs £9,762,900
 - Criminal Justice £3,191,500
 - Healthcare physical £3,828,600
 - Mental health £552,300
 - Social Services £715,500
 - Housing & refugees £495,800
 - Civil Legal costs £979,100
 - Employment £8,385,200

Governance, organisation and strategy

- (9) Frontline support to the victims of domestic abuse remains a continuing priority for the government.
- (10) Strategic action on domestic abuse is co-ordinated through the Safer Communities Partnership (SCP). The SCP brings together agencies such as Thames Valley Police, the police authority (until November 2012, at which point it will be replaced by the Police and Crime Commissioner), West Berkshire Council, Royal Berkshire Fire and Rescue Service, health organisations, the Probation Service and housing associations. West Berkshire Council employs an officer as a Domestic Abuse Reduction Co-ordinator to ensure that the work of agencies is joined up.
- (11) The SCP delegates managerial responsibility for domestic abuse to the West Berkshire Domestic Abuse Forum (WBDAF), which brings together operational managers and practitioners from around 20 organisations. The Forum aims to co-ordinate and improve support services for those affected by domestic violence and abuse, including victims, survivors and their children. Close links are maintained with bodies that are not primarily established to address domestic abuse, such as the Local Safeguarding Children's Board and the Children and Young People's Partnership, and are not represented on the Forum.
- (12) Although the Council's Education Service is represented on the WBDAF, individual schools are not (whether they are under control of the Local Education Authority or academies), nor are General Practitioners.
- (13) The WBDAF addresses the processes around the management of domestic abuse cases but not the actual cases themselves. Case management is addressed through the Multi-Agency Risk Assessment Conference (MARAC), for cases that are high risk, or the Domestic Abuse Response Team (DART), for cases that are medium or low risk.

- (14) The Multi Agency Risk Assessment Conference (MARAC) is a meeting where information is shared on the highest risk domestic abuse cases in a local area. High risk domestic abuse cases are those where a victim is considered to be at risk of serious harm or death from their partner, ex-partner or family member. At the MARAC meeting there are representatives from local police, health services, child protection, housing, a specialist domestic violence support service and other local agencies. After sharing all relevant information they have about a victim, the representatives discuss options for increasing the safety of the victim and turn these into a co-ordinated action plan. The main focus of the MARAC is on managing the risk to the adult victim but in doing this it will also consider other family members including any children involved and managing the behaviour of the abuser. At the heart of a MARAC is the working assumption that no single agency or individual can see the complete picture of the life of a victim, but all may have insights that are crucial to their safety. The victim does not attend the meeting but is represented by the specialist domestic abuse support advocate who speaks on their behalf.
- (15) The MARAC process is very well regarded by contributing agencies and provides an effective tool for the management of high risk cases.
- (16) Berkshire benefits from a Thames Valley Police Domestic Violence Unit (DVU), staffed by officers who have undertaken detective training. All high risk cases are managed by the unit.
- (17) The Council has created, for a one year trial period, the Domestic Abuse Response Team (the DART) to deal specifically with medium and low risk referrals. Since its establishment in October 2011, to September 2012 the DART had received 340 referrals, each of which had been in receipt of an intervention. An evaluation of the DART's effectiveness is due to report after its first year of operation but already OFSTED has recognised its worth, praising the service, and indications are that those working with it, including families, are convinced of its utility. Performance data also indicate that the number of repeat offences is reducing.
- (18) The DART in West Berkshire Council is, if not unique, one of only very few teams working expressly on domestic abuse and consequently a number of other local authorities are interested in its work. Despite this, managers and staff remain focussed on case management and not promotion of the DART's worth to the wider local government community.
- (19) The DART appears to be appropriately resourced, acknowledging that, if given more, managers would be able to do more. The scheduled evaluation will however assess if resource levels are adequate.
- (20) An Independent Domestic Violence Advisor (IDVA) is employed through the district's refuge provider (A2Dominion). IDVAs are trained specialists who provide a service to victims who are at high risk of harm from intimate partners, ex-partners or family members, with the aim of securing their safety and the safety of their children. Serving as a victim's primary point of contact, IDVAs normally work with their clients from the point of crisis, to assess the level of risk, discuss the range of suitable options and develop safety plans. They are pro-active in implementing the plans, which address

immediate safety, including practical steps to enable victims to protect themselves and their children, as well as longer-term solutions. IDVAs will represent their clients at the MARAC and help implement safety plans which will include actions from the MARAC as well as sanctions and remedies available through the criminal and civil courts, housing options and services available through other organisations. IDVAs support and work over the short- to medium-term to put victims on the path to long-term safety.

- (21) Evidence directly and indirectly from survivors is that the work of the IDVA is effective and the support provided valued highly.
- (22) The post of IDVA is currently funded directly from the Home Office but this arrangement will cease with the introduction of the Thames Valley Police and Crime Commissioner (PCC) on 22 November 2012, to whom the budget will be transferred and ring-fencing removed from April 2013. A risk exists that the incoming PCC may decide to cease the funding of IDVAs or take steps to amalgamate them across local authority and local police areas or even at force level.
- (23) Analysis conducted by the national charity Co-ordinated Action Against Domestic Abuse (CAADA) indicates that for the workload generated in the district, there should be 2.5 FTE IDVAs, rather than the 0.8 FTE currently engaged.
- (24) The key strategic document through which domestic abuse is addressed is the SCP's Strategic Assessment/Partnership Plan. This has the express aim of achieving a reduction in the number of repeat incidents of domestic abuse reported to the police. There are a number of appropriate measures, targets and actions in place and being undertaken to achieve this. A discrete strategy, to the delivery of which all contributing organisations could commit, would however have the advantage of raising and maintaining the profile of domestic abuse.
- (25) Domestic abuse is one of three priorities for the Local Safeguarding Children's Board in its Business Plan to 2014. Although it contains a number of domestic abuse actions, for example training, the extent to which they are being achieved is not clear.

Operation and practice

- (26) As the number of agencies involved in addressing domestic abuse is significant, it is not easy to quantify the overall expenditure on directly targeted resources and activities.
- (27) There are a number of local initiatives working to address the causes and effects of domestic abuse. These include the Starting Over Group, for children aged 5 – 11, and Break for Change, which addresses young people's abuse of parents. These schemes appear to be working well but the effectiveness of the programme to address the behaviour of adult perpetrators, 'Making Changes', has not been assessed.

Police

- (28) Police officers attending incidents in which domestic abuse has occurred or is suspected complete, along with the victim, a form specifically designed to capture key detail (Domestic Abuse, Stalking and Honour Based Violence or 'DASH'). Completed forms for high risk cases are passed to the DVU, those for medium and low risk to the DART. Data indicate that, on average, six forms are completed each day in West Berkshire.
- (29) The quality of the information recorded in the DASH form currently in use in West Berkshire and the consequent value of it is not always of the standard required by receiving agencies. To address this recognised weakness, trials of a new form – the Incident DASH or I-DASH – are being undertaken in other parts of the Thames Valley Police area.
- (31) Domestic abuse is the largest cause for the initiation of Child Protection Plans in West Berkshire. This reflects the national picture. Children's Services receives 25 – 30 referrals from the police each week in which domestic abuse is the main or a contributory factor.
- (32) The Domestic Violence Unit has seen improvements in its conviction rates but is facing challenges associated with its wide geographical coverage. Logistical problems have recently been created by the closure of the Newbury Family Court, with the requirement now for cases to be heard in Reading or, even more problematically, Maidenhead or Slough.
- (33) Money spent on publicity to encourage the reporting of domestic abuse appears to have been effective but as reporting rates increase, there is a risk that there may be insufficient resources to meet the demand for support to victims and perpetrators.

Health

- (34) Although the contribution of the Specialist Practitioner Domestic Abuse is acknowledged, taken in the round, local health services do not appear to give a high priority to domestic abuse. In part this may be due to the breadth of services encompassed within the whole. Whilst not necessarily appropriate for all health services, GPs, health visitors and staff working in ante-natal, maternity and accident and emergency units clearly have the potential to be exposed to the victims and effects of domestic abuse and should be expected to be able to take appropriate action.

- (35) Recommendation 11 of the Pemberton Domestic Homicide Review states:

PCTs through their contractual arrangements with GPs [are] to recognise the important role of GPs in relations to victims of domestic abuse and their families and that appropriate training, guidance and support is provided by commissioners and professional bodies, to include identifying the risk indicators associated with perpetrator behaviour.

The desired outcome from this recommendation is that

GPs feel empowered and confident to identify, encourage, report and signpost disclosures of domestic abuse. Patients feel able to confide in their GP.

Although the Safer Communities Partnership has received a report that all the required actions for compliance with the recommendation have been achieved, the evidence to the task group, uniformly across the witnesses that were able to express a view, indicates that if this the case then they have not achieved the desired outcome.

Refuge

- (36) There is no statutory requirement for the provision of a refuge and the numbers of victims from West Berkshire seeking refuge is not known.
- (37) West Berkshire Council provides £81k per annum to the housing association A2Dominion for services to support women victims of domestic abuse. This funding augments that received from the Home Office for the Independent Domestic Violence Advisor (IDVA), and also provides a refuge service of 4 fixed units (single beds) and 30, two-hour packages of support per week. The refuge operating model was introduced in April 2012, prior to which 12 fixed units were available. Although the change was made for financial reasons, housing officers believe that the current arrangements will be more effective, working to keep families together in their homes and maintain daily routines (such as schooling for children) rather than placing mothers into a refuge. An assessment of the effectiveness of the service has not yet been carried out, although is intended. Data from A2Dominion are insufficiently complete to indicate whether provision is adequate.
- (38) There is a perception amongst some professionals outside of the Housing Service that the reduced refuge provision is inadequate. An absence of hard data makes objective assessment difficult and 'feelings' rather than knowledge based on facts dominate the debate.
- (39) If possible, victims seeking refuge who contact A2Dominion directly remain within West Berkshire, although the absence of family units sometimes necessitates the location of women with children elsewhere. Conversely, it is the practise of Housing officers to seek accommodation, where it is necessary to do so, outside of the district. Whilst it is not necessarily wrong for these separate entities to have different operating procedures, it does make the tracking of the overall numbers seeking refuge more difficult.
- (40) Although refuge is available for individuals and families for up to two years, victims of domestic abuse are fast tracked through other processes, such as homelessness and threshold loans, in order to minimise the time during which temporary or transitory arrangements are necessary.
- (41) Whilst only single accommodation units are available locally, the national network of refuges allows victims of domestic abuse with families to be placed together. The reciprocal nature of the national system has meant that in the past more people from outside the district have been placed in the West Berkshire refuge than its residents that have been placed elsewhere. If

present, boys over the age of 14 are housed separately to the rest of the family unit.

- (42) The provision of only single units in the West Berkshire refuge presents a risk that expectant mothers being accommodated would have to be relocated outside the district once their child is born, with the resultant loss of support networks. Whilst the impact of this risk would be high, there are insufficient data to indicate its likelihood or existing prevalence.
- (43) There is support for the view that the general perception of refuges and those who have need of them are in some ways undesirable. This view is not substantiated by those with direct experience.

Education and schools

- (44) Safeguarding audits carried out in schools now include assessment of factors relating to domestic abuse. It is expected that this will lead to a demand for more training and awareness on the topic for teachers and other staff.
- (45) There is a perception that whilst teachers may know which of their pupils are exposed to domestic abuse, they and others in schools lack the confidence, the time and perhaps the will to take action. To address this, schools will require support and resources.
- (46) Although schools in West Berkshire do not experience significant amounts of disruptive behaviour from pupils, of those excluded from school and whose behaviour is sufficiently challenging for them to be referred to specialist schools outside the district, rather than to the Pupil Referral Units, up to 90% have experienced domestic abuse. The average cost of dealing with these children – of which there are currently around 20 – is approximately £36k each, per annum.
- (47) Due to limited staffing resources, domestic abuse has not historically been a priority for the Council's educational psychologists when addressing disruptive behaviour in pupils. If further resources were to be made available within the Council, domestic abuse could receive greater attention. Emotional Literacy Support Assistants (ELSAs), now in place in all the district's schools, could act as local champions and take forward action on domestic abuse.
- (48) As the police are unsure of the extent to which it can be managed and acted upon, information on domestic abuse incidents collected by them is not shared with schools. Evaluation of the trial of the revised I-DASH form and process may highlight how this can be done.

Youth Offending Team

- (49) The work of the Youth Offending Team recognises the contribution that exposure to domestic abuse plays in the lives of young offenders. Those who have witnessed domestic abuse in their homes are very likely to abuse both their own partners and, increasingly, their parents, who are in turn very reluctant to seek help. The decision to formally recognise the importance of domestic abuse was made despite it not forming part of external inspection

regimes. This is an example of astute management action in response to analysis of local factors.

- (50) Early intervention for young offenders engaged in domestic abuse is seen by professionals as being key in modifying behaviour. The benefits for children and wider society, including financial, are recognised nationally in the (then) Department for Children and Families report 'Early Intervention: Securing good outcomes for all children and young people'.

Training

- (51) Although all police officers receive training on domestic abuse, there is a lack of consistency across other agencies in the provision of training that would enable their members of staff to recognise domestic abuse when they see it and to understand what to do about it. As domestic abuse is sometimes peripheral to their primary activity, funding for training in some agencies is frequently difficult to secure. In the current financial climate this is likely to remain the case.

- (52) It is recognised that as it has relied on only the Safer Communities Partnership's Domestic Abuse Reduction Co-ordinator for its delivery, the existing delivery model for training to the agencies dealing with domestic abuse has had limited success. A new system providing different levels of training for specific groups within organisations has been approved by the Safer Communities Partnership and is intended to be brought in to operation. The tiers of the training are:

- Tier 1
 - Basic awareness training for all staff
 - Delivered by e-learning package
 - Available to all partner organisations
 - Mandatory for all employees (with exceptions where previous accredited learning can be demonstrated)

- Tier 2
 - Enhanced e-learning package for specific employees
 - Detailed guidance for employees
 - Bespoke classroom based training for key staff

- Tier 3
 - Development and co-ordination of a Champions Scheme
 - Champions to provide support and training to peers

Responsibility for delivery of the training will rest with individual organisations, although resources will be shared between them. Neither a timetable for delivery nor funding have been identified.

- (53) A face to face training package developed by the YOT appeared to be very well constructed, providing specific, scenario-based guidance for practitioners working with victims and perpetrators.

- (54) Take up of domestic abuse training recently offered to voluntary organisations by the LSCB has been disappointingly low.
- (55) Staff working across all agencies in roles for which domestic abuse is not necessarily the primary focus are not always confident in dealing with it. Practical training that is tailored to the need of specific staff and that focuses on procedures, information and guidance would help address this.
- (56) School staff do not receive training expressly on dealing with domestic abuse, although aspects of it are covered during training delivered for safeguarding.
- (57) There is some recognition amongst GPs that their awareness and training could be improved. The national Identification and Referral to Improve Safety (IRIS) project appears to offer GP practices the support that they require. Financial modelling indicates that having covered operating costs, introduction of the scheme allows c£3,100 per practice, per annum to be redirected away from domestic abuse and towards other demands.
- (58) The provision of training on domestic abuse for all Council staff, despite endorsement at the highest levels, has been problematic. This has primarily been due to a reduction in funding for training as priorities have been reassessed in the continuing financial climate. A 20-minute e-learning package is however shortly due to be made available and its completion will be mandated, and a policy with advice for managers exists. There is currently no advice provided for Council staff who suspect that one of their colleagues may be being subjected to domestic abuse.

6. Conclusions

- 6.1 Overall the district appears to be dealing with domestic abuse well and specifically:
- The incidence and prevalence of domestic abuse in West Berkshire appears to be no better or worse than in other places;
 - Domestic abuse has a high profile amongst the responsible agencies and an effective governance structure is in place, ensuring that the issue is being handled in an appropriately strategic manner, with contributions from most of the organisations that should be making them;
 - The operational application of the strategy, through well established and effective co-operation between a number of organisations, has led to the positive outcomes of increased incidence of reporting and reduced incidence of repeat offences.
- 6.2 To build on the general trend of improvement, there are however a number of additional, specific actions that can and should be taken to move forward further the effectiveness of the work in this area. These are set out in section 7, below.

7. Recommendations

7.1 The following recommendations are proposed:

- (1) The Portfolio Holder responsible for Safer Communities should take steps to secure the attendance at the West Berkshire Domestic Abuse Forum representatives from schools and General Practitioners, to ensure that all appropriate agencies are represented.
- (2) The Portfolio Holder responsible for Children and Young People should secure the necessary funding to make permanent the Domestic Abuse Response Team in order to ensure that its effective work continues.
- (3) The Portfolio Holder responsible for Children and Young People should consider increasing the resources available to the Domestic Abuse Response Team in order to improve its resilience.
- (4) The Portfolio Holder responsible for Safer Communities should take steps to ensure that the incoming Police and Crime Commissioner (PCC) fully understands the value of the West Berkshire Independent Domestic Violence Adviser. The desired outcome would be for funding, which will move from the Home Office to the PCC's control, to be maintained at existing levels.
- (5) In the event that the desired outcome at recommendation (4) cannot be achieved, the Portfolio Holder responsible for Housing should make available funding for the post of Independent Domestic Violence Adviser in order that its valuable work continues.
- (6) The Portfolio Holder responsible for Housing should make available funding to reduce the gap for Independent Domestic Violence Advisers in the district from the current 0.8 Full Time Equivalent (FTE) to the 2.5 FTE recommended by the charity Co-ordinated Action Against Domestic Abuse (CAADA).
- (7) In order to raise and maintain the profile of domestic abuse, the Portfolio Holder responsible for Safer Communities should publish a domestic abuse strategy, for which appropriate governance and delivery mechanisms should be established.
- (8) The Portfolio Holder responsible for Safer Communities should review the 'Making Changes' programme to ensure that it is effective and fit for purpose.
- (9) The Portfolio Holder responsible for Safer Communities should seek from HM Court and Tribunal Service that the Special Domestic Violence Court be reinstated in Newbury, in order to ensure that victims from West Berkshire receive justice expediently.
- (10) Following the success of previous campaigns, the Portfolio Holder responsible for Safer Communities should develop and deliver a media and communications plan to maintain or improve the level at which domestic abuse is reported.

- (11) The Chief Executive of the Royal Berkshire Hospital should develop, deliver and review the effectiveness of packages of training and support for all staff working in maternity, post-natal and accident and emergency units to ensure that they have the requisite skills and confidence to be able to identify, record and deal effectively with domestic abuse.
- (12) The Chief Executive of the Berkshire Healthcare Foundation Trust should provide assurance to the Safer Communities Partnership that funding for the post of Specialist Practitioner Domestic Abuse remains a priority, in order that her important and valued work continues.
- (13) The Chairman of the West Berkshire Health and Wellbeing Board should critically examine the appropriateness and effect of the action taken in response to Recommendation 11 of the Pemberton Domestic Homicide Review, in order to ensure that its desired outcome is achieved.
- (14) The Portfolio Holder for Housing should write to the Home Secretary requesting that she give consideration to the establishment of a national system for refuge provision, in order to ensure that there is an appropriate number and mix of accommodation type available.
- (15) In order that professionals working with domestic abuse are able to understand the composite picture and manage resources accordingly, in conjunction with A2Dominion the Portfolio Holder for Housing should establish a mechanism to capture data on the total number of referrals being made to refuges, whether within the district or elsewhere. After six months of data collection, an assessment should be made as to the appropriateness of both the number and type of refuge accommodate provided.
- (16) The Portfolio Holder responsible for Housing should develop and deliver a media and communications plan to counter negative perceptions of refuges held by the public, in order that those perceptions do not prevent, dissuade or otherwise deflect female victims of domestic abuse from seeking help from them when they need it.
- (17) In order that all professionals with a need to know, do know, the Local Police Area Commander should take the necessary steps to ensure that data captured on the I-DASH can be shared with schools.
- (18) The Portfolio Holder responsible for Children and Young People should ensure that there is no further reduction in the staffing of the West Berkshire YOT, in order to enable it to continue its valued work on Domestic Abuse.
- (19) The Portfolio Holder responsible for Education should take steps to train Emotional Literacy Support Assistants as 'domestic abuse champions' in schools, in order to support all other school staff in dealing with domestic abuse.
- (20) The Portfolio Holder responsible for Education should take steps to make training in domestic abuse mandatory for all schools' staff, in order to ensure that they have the requisite skills and confidence to be able to identify, record and deal effectively with the effects in children of domestic abuse.

- (21) The Portfolio Holder responsible for Safer Communities should ensure that a timetable is developed and that appropriate resources are made available in order to ensure that the domestic abuse tiered training system is delivered by no later than April 2013.
- (22) The Portfolio Holder responsible for Children and Young People should, through the Local Safeguarding Children's Board, consider re-running domestic abuse awareness and other training for voluntary organisations, in order to ensure that they have an appropriate level of understanding. The West Berkshire Volunteer Centre may be able to provide assistance in the promotion of the courses.
- (23) The Chairman of the West Berkshire Health and Wellbeing Board should commission the Identification and Referral to Improve Safety (IRIS) scheme for adoption by the West Berkshire Clinical Commissioning Group, in order to improve the awareness of and responsiveness to domestic abuse by GP practices.
- (24) The Portfolio Holder responsible for Corporate Services should ensure that mandatory training for all Council staff on domestic abuse is introduced, in order to ensure that awareness levels are increased.
- (25) The Portfolio Holder responsible for Corporate Services should produce domestic abuse guidance for all Council staff, irrespective of status, in order that all are aware of the actions that might be taken in the event of another member of staff disclosing to them that they are experiencing domestic abuse.

Appendices

Appendix A – Glossary of Terms

Glossary

A2Dominion	West Berkshire's refuge provider
CAADA	Co ordinated Action Against Domestic Abuse
DART	Domestic Abuse Response Team
DASH form	Domestic Abuse, Stalking and Honour Based Violence Form
DVU	Domestic Violence Unit
ELSA	Emotional Literacy Support Assistants
FTE	Full Time Equivalent
'Honour' based violence	a crime or incident, which has or may have been committed to protect or defend the honour of the family and/or community'.
I DASH form	Incident, Domestic Abuse, Stalking and Honour Based Violence Form
IDVA	Independent Domestic Violence Advisor
IRIS	Identification and Referral to Improve Safety of women experiencing domestic violence project
LSCB	Local Safeguarding Children's Board
MARAC	Multi Agency Risk Assessment Conference
PCC	Police and Crime Commissioner
PCT	Primary Care Trust
SCP	Safer Communities Partnership
WBDAF	West Berkshire Domestic Abuse Forum
YOT	Youth Offending Team

Title of Report:	Review into homelessness – Terms of Reference
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	30 October 2012

Purpose of Report: To outline to the Overview and Scrutiny Management Commission proposed Terms of Reference for a review into homelessness in the district.

Recommended Action: Amend, if necessary, and approve the Terms of Reference for the review.

OSC Chairman	
Name & Telephone No.:	Councillor Brian Bedwell – Tel (0118) 9420196
E-mail Address:	bbedwell@westberks.gov.uk
Contact Officer Details	
Name:	David Lowe
Job Title:	Scrutiny and Partnerships Manager
Tel. No.:	01635 519817
E-mail Address:	dlowe@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 This report provides an outline for a review into the approach being taken to dealing with homelessness within the district. It proposes Terms of Reference and a methodology for the examination of the topic.

2. Inclusion on the Scrutiny work programme

- 2.1 The topic of homelessness has been discussed at a number of Overview and Scrutiny Management Commission (OSMC) meetings during 2012, the primary concerns being the apparent increase in the numbers of people presenting as homeless and the response being given to them by statutory and other agencies.
- 2.2 Following the attendance at the Commission's meeting of 31 July of the Portfolio Holder responsible for Housing, it was agreed that the subject required deeper scrutiny in order that a wider view than just the district council might be understood.

3. Proposed Terms of Reference

- 3.1 It is proposed that the Overview and Scrutiny Management Commission conducts a review into the approach by statutory and other agencies to homelessness in West Berkshire and in particular:
- The extent or prevalence of homelessness in the District;
 - The strategic approach taken to preventing and responding to homelessness;
 - The operational practice;
 - Consider what might be done further to improve how homelessness is dealt with; and
 - Report to the Executive with recommendations as appropriate.

4. Methodology

- 4.1 The Commission would sit as a full body at a special meeting on Monday 26 November to conduct the review. A proposed outline of the meeting is shown in the table below.

Start time	End time	Item	Witnesses
0930	0935	Opening/preliminaries	-
0935	1030	Scene setting <ul style="list-style-type: none">• Definitions• Causes• Duties• Trends Strategic approach and governance structures	<ul style="list-style-type: none">• Head of Housing• Housing Strategy and Operations Manager
1035	1050	Break	-

Start time	End time	Item	Witnesses
1050	1230	Agency involvement <ul style="list-style-type: none"> • Role/activity • Challenges • Opportunities 	<ul style="list-style-type: none"> • WBC Housing • Department of Communities and Local Government • Thames Valley Police
1230	1315	Lunch	-
1315	1445	Agency involvement <ul style="list-style-type: none"> • Role/activity • Challenges • Opportunities 	<ul style="list-style-type: none"> • Health visitor • Citizens Advice • NACRO • Shelter • Loose Ends • Two Saints
1445	1500	Break	-
1500	1530	Summing up and formulation of recommendations	-
1530		Close	-

5. Recommendation

- 5.1 It is recommended that Members of the Commission amend, if necessary, and approve the Terms of Reference for the review.

Appendices

There are no appendices to this report.

Consultees

Officers Consulted: June Graves, Head of Housing; Mel Brain, Housing Strategy and Operations Manager

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Agenda Item 14.

Title of Report:	Health Scrutiny Panel
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	30 October 2012

Purpose of Report: To provide an update on the work of the Health Scrutiny Panel.

Recommended Action: To note the information.

Health Scrutiny Panel Chairman	
Name & Telephone No.:	Councillor Quentin Webb – Tel (01635) 201435
E-mail Address:	qwebb@westberks.gov.uk

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

Executive Report

1. Introduction

- 1.1 The Health Scrutiny Panel has not met since the report made at the last Overview and Scrutiny Management Commission

2. Next Meeting

- 2.1 The Health Scrutiny Panel is due to meet next on Tuesday 4 December 2012. The agenda is yet to be confirmed.

3. Work Programme

- 3.1 The latest work programme for the Health Scrutiny Panel is contained within item 6 of this agenda.

Appendices

There are no Appendices to this report.

Agenda Item 15.

Title of Report:	Resource Management Working Group
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	30 October 2012

Purpose of Report: To provide an update on the work of the Resource Management Working Group.

Recommended Action: To note the information.

Resource Management Working Group Chairman	
Name & Telephone No.:	Councillor Tony Vickers – Tel (01635) 230046
E-mail Address:	tvickers@westberks.gov.uk

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

Executive Report

1. Introduction

1.1 The Resource Management Working Group (RMWG) last met on 2 October 2012. The main items for discussion were:

(1) Medium Term Financial Strategy

The Working Group received an update on business rate reform which aims to simplify funding streams. The government consultation for this has now concluded and confirmation of the new scheme to be in place in 2013/14.

The Working Group also received information regarding tax increment financing (TIF) as a means of funding future capital schemes.

(2) Financial Performance Report for Month Four

The performance report was received and noted.

(3) Establishment Summary Report – Quarter One

The establishment report was received and noted.

2. Next meeting

2.1 The next meeting is scheduled for 6 November 2012. The following items are on the draft agenda:

(1) Financial Update

(2) Risk Register

(3) School Academies and their impact on Council finances

(4) Asset Management

(5) The Parkway Development

3. Work Programme

3.1 The latest work programme for the Working Group is contained within item 6 of this agenda.

Appendices

There are no appendices to this report.

Title of Report:	Scrutiny Recommendations Update Report
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	30 October 2012

Purpose of Report: To inform the Commission of the progress of scrutiny recommendations approved by the Commission during the previous year.

Recommended Action: To note the information.

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:	Elaine Walker
Job Title:	Principal Policy Officer
Tel. No.:	01635 519441
E-mail Address:	ewalker@westberks.gov.uk

Executive Report

1. Introduction

- 1.1 The purpose of this report is to inform the Commission of the progress of scrutiny recommendations approved by the Commission.
- 1.2 Since September 2011, the Commission has approved 39 recommendations for submission through the Executive cycle. To date 24 have been adopted by the Executive, with a further eight still to be considered.
- 1.3 19 of these recommendations are recorded as having been implemented within 12 months and a further three are on track to be implemented within the required timescale.

2. Recommendations

- 2.1 It is recommended that Members of the Commission note the update and consider any further action as appropriate.

Appendices

Appendix A – Scrutiny Recommendations Update

NB: Red text indicates changes from the original recommendation made by the Executive.

Month presented to the Executive	Review title	Recommendation	Date Adopted by Executive	Link to Exec Report	Implemented within 12 months?
Sep-11	Scrutiny Review of HR Establishment Reporting	The Head of Human Resources should establish a mechanism whereby Heads of Service provide the relevant data to Human Resources to enable a forecast to be added to future Establishment Reports for both Council and joint/externally funded posts	No	http://decisionmaking.westberks.gov.uk/ie/ListDocuments.aspx?Cid=117&Mid=1450&Ver=4	
Oct-11	Scrutiny Review into the Project to Transfer the Council's CCTV	<p>The Procurement Team should produce an advice note for Heads of Service to outline the circumstances when services can or can not be 'partnered' with other local authorities. This may have avoided the four weeks delay in starting the project.</p> <p>Officers letting contracts should seek advice from the Council's Head of Legal and Electoral Services in agreeing terms and conditions with a view to protecting the Council's position through Liquidated Damages where possible in the event that the contractor fails to perform. In the unlikely event that BT were prepared to vary their standard terms and conditions and allowed the Council to add penalty clauses, then the Council may have been able to obtain compensation and or reduce the period of delay in BT completing their works.</p> <p>Risk Registers used on projects should consider the implications of projects being delayed and / or failing, and outline the measures that would be taken to maintain existing services until solutions can be found. This would have highlighted the risks posed by the winter weather caused by the delay in starting the project</p> <p>Project Managers should set out a clear communications plan and agree this with key stakeholders and also maintain a log of communications with key stakeholders. This would provide a clear audit trail of communications.</p> <p>Where a service / system is not classed as being business critical than consideration should be given to shutting down the service / system for a period before 'shifting' to the new service / system in order to minimise cost and facilitate the shift. Alternatively where a service / system is considered to be business critical then a fully costed proposal to ensure business continuity should be included within the project plan.</p>	<p>25/10/11</p> <p>25/10/11</p> <p>25/10/11</p> <p>25/10/11</p> <p>25/10/11</p>	<p>http://decisionmaking.westberks.gov.uk/ie/ListDocuments.aspx?Cid=117&Mid=1451&Ver=4</p>	<p>yes</p> <p>yes</p> <p>yes</p> <p>yes</p>
Oct-11	Review into the Effect of Schools Becoming Academies on the Capacity of the Local Education Authority	<p>(1) The Head of Education Service, in conjunction with other appropriate Heads of Service, should actively seek to sell services to academies at full cost, where this makes sense for service delivery and is also to the benefit of other schools. Efforts should be made to ensure that contracts are established for a minimum period of three years.</p> <p>(2) The Head of Education Service, in conjunction with other appropriate Heads of Service, should monitor service reductions to ensure continued viability of delivery and identify corrective action if necessary.</p> <p>(3) The Head of Education Service should encourage the Schools' Forum to ensure that any financial transfers to academies are in line with real costs and not to the detriment of other schools.</p>	No		<p>yes</p> <p>yes</p> <p>yes</p>

Month presented to the Executive	Review title	Recommendation	Date Adopted by Executive	Link to Exec Report	Implemented within 12 months?
		f. The Executive Member for the Environment, "Cleaner Greener", Public Protection, Culture and Leisure should identify measures to encourage and increase the use by community groups of the Council's leisure facilities, for example sports and leisure centres.	19/07/12		On Track
		g. When considering change of use applications by and for community groups, the Executive Member for Planning and Housing should ensure that planning policies to allow favourable weighting and consideration of the wider societal benefits that their activities usually generate.	No		
		h. The Executive Member for Children and Young People and the Youth Service should continue to support organisations, such as the Berkshire Association of Clubs for Young People, that enable community groups to operate effectively, for example through the provision of training and CRB checks.	19/07/12	http://decisionmaking.westberks.gov.uk/fe/ListDocuments.aspx?Cid=117&Mid=1826&Ver=4	yes
		i. The Executive Member for Children and Young People and the Youth Service should implement a comprehensive plan, which includes the use of social media, to communicate to young people the wealth of spare time opportunities and activities that are available to them.	19/07/12		yes
		j. The Executive Member for Children and Young People and the Youth Service should create and promote guidance on the key steps to be taken on the establishment of youth community groups. This might take the form of a 'Youth Club Starter Pack'.	No		
		k. The Executive Member for Children and Young People and the Youth Service should take steps to identify and the remove those Youth Service practices that prevent or obstruct the use of its facilities by community groups.	No		
		l. The Executive Member for Partnerships, Equality, the Visions and Communities should establish a mechanism to allow the sharing across community groups of resources such as training opportunities, skills, expertise and knowledge.	19/07/12		yes
		m. The Executive Member for Partnerships, Equality, the Visions and Communities should encourage communities developing parish plans to consider items and activities that have a lower purchase/build cost but provide better value than more expensive but less flexible items such as Multi Use Games Areas (MUGAs).	19/07/12		On Track
		n. The Executive Member for Strategy, Performance and Community Safety should ensure that budgets allocated for the provision of Community Wardens, across all contributing organisations, are protected to enable their invaluable work to continue.	19/07/12		yes
		o. The Executive Member for Children and Young People and the Youth Service should ensure that budgets allocated for the provision of detached youth workers are protected to enable their invaluable work to continue.	19/07/12		yes
	Pot Holes	1 Comply fully with the recommendations arising from the Department for Transport's report <i>Prevention and a Better Cure</i> .			

Month presented to the Executive	Review title	Recommendation	Date Adopted by Executive	Link to Exec Report	Implemented within 12 months?
		<p>3 Develop and deliver a communications plan to engage the public in the reporting of potholes. This might be achieved through the publication of leaflets, through the Council's website or through advertising. Any materials should be written in ways that do not require prior technical knowledge.</p> <p>4 Arrange for the authority's approach to the handling of potholes to be explained to parish councils at the District/Parish Conference.</p> <p>5 Arrange for the authority's approach to the handling of potholes to be explained to Members of Thatcham Town Council.</p> <p>6 Arrange for the authority's approach to the handling of potholes to be explained to Members of the Council at a Member Development Seminar.</p> <p>7 Produce and distribute to all Member of the Council guidance on the methodology in place for pothole maintenance.</p> <p>8 Give consideration to the introduction of a permanent 'find and fix' team to complement the existing proactive schemes already in place.</p> <p>9 Give consideration to the Council taking part in the national MORI survey every two years, in order to monitor the public's satisfaction with the Council's pothole maintenance activities.</p>			