

Notice of Meeting



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Overview and Scrutiny Management Commission

Tuesday 24th May 2022 at 6.30pm
in Council Chamber Council Offices
Market Street Newbury

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Date of despatch of Agenda: Monday, 16 May 2022

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Gordon Oliver on (01635) 519486
e-mail: gordon.oliver1@westberks.gov.uk

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WestBerkshire
C O U N C I L

**Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 24
May 2022 (continued)**

- To:** Councillors Alan Law (Chairman), Adrian Abbs (Vice-Chairman), Jeff Brooks, James Cole, Tony Linden, Steve Masters, Biyi Oloko, Claire Rowles, and Tony Vickers
- Substitutes:** Councillors Dennis Benneyworth, Jeremy Cottam, Carlyne Culver, Lee Dillon, Gareth Hurley, Owen Jeffery, David Marsh and Andrew Williamson
- Other Officers & Members invited:** Councillor Thomas Marino (Executive Portfolio: Internal Governance), Supt Zahid Aziz (Thames Valley Police), Nigel Lynn (Chief Executive), Susan Halliwell (Executive Director – Place), Joseph Holmes (Executive Director – Resources), Sarah Clarke (Service Director – Strategy & Governance), Eric Owens (Service Director – Development & Regulation), Paula Goodwin (Service Lead – Human Resources), Carolyn Richardson (Service Manager – JEPUs)

Agenda

Part I	Page No.
1. Apologies for Absence To receive apologies for inability to attend the meeting (if any).	5 - 6
2. Minutes To approve as a correct record the Minutes of the meetings of the Commission held on 22 March 2022 and 10 May 2022.	7 - 16
3. Actions from previous Minutes To receive an update on actions following the previous Commission meeting.	17 - 18
4. Declarations of Interest To remind Members of the need to record the existence and nature of any personal, disclosable pecuniary or other registrable interests in items on the agenda, in accordance with the Members' Code of Conduct .	19 - 20
5. Petitions To consider any petitions requiring an Officer response.	21 - 22
6. Crime and Disorder Committee - Community Safety Update Purpose: Meeting in its capacity as West Berkshire Council's Crime and Disorder Committee, to receive a presentation from the Building Communities Together Partnership.	23 - 42



**Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 24
May 2022 (continued)**

7. **Effective Employee Appraisal and Management Development Update** 43 - 62
Purpose: To demonstrate a change and enhancement to our approach to supporting leadership and management development, along with a review of the appraisal that ensures connectivity to WBC values and a clear new behaviour framework. This report also connects to the current WBC Workforce Strategy.
8. **Customer Journey - Out of Hours** 63 - 122
Purpose: To present information provided to the Task and Finish group appointed by OSMC to review the customer journey, including context and background information relating to the Council's out of hours provision.
9. **Appointment of Task Groups** 123 - 126
Purpose: To agree Terms of Reference and Membership for any Task and Finish Groups that Overview and Scrutiny Management Commission may wish to appoint to undertake in-depth scrutiny reviews:
- (1) Fees and Charges Task and Finish Group - To agree Terms of Reference for a Task and Finish Group to consider further options in relation to charging for West Berkshire Council's services and the potential to increase levels of income.
 - (2) Other Task and Finish Groups.
10. **Task and Finish Groups Updates** 127 - 128
Purpose: To receive updates from the Chairmen of Task and Finish Groups appointed by the Overview and Scrutiny Management Commission.
11. **Health Scrutiny Committee Update** 129 - 130
Purpose: To receive an update from the Chairman of the Health Scrutiny Committee.
12. **West Berkshire Council Forward Plan 1 April to 31 July 2022** 131 - 142
Purpose: To advise the Commission of items to be considered by West Berkshire Council Executive from 1 April to 31 July 2022 and to decide whether to review any of the proposed items prior to the meeting indicated in the Plan.
13. **Overview and Scrutiny Management Commission Work Programme** 143 - 144
Purpose: To receive new items and agree and prioritise the work programme of the Commission.

Sarah Clarke
Service Director Strategy and Commissioning

**Agenda - Overview and Scrutiny Management Commission to be held on Tuesday, 24
May 2022 (continued)**

If you require this information in a different format or translation, please contact
Stephen Chard on telephone (01635) 519462.