

OVERVIEW & SCRUTINY MANAGEMENT COMMISSION WORK PROGRAMME 2011/12

Reference	Subject/purpose	Methodology	Expected outcome	Review Body	Dates	Lead Officer(s)/ Service Area	Portfolio Holder(s)	Status: In Progress Completed	Comments
OSMC/11/102	Day Centres To examine the provision of day centres across the District.	Task group review with information supplied by, and questioning of.		HSP	Start: TBD End: TBD	Jan Evans – 2736 Adult Social Care	Councillor Joe Mooney	To be scheduled	
OSMC/11/104	Anti-Child Poverty Strategy	To monitor the strategy	Monitoring item	HSP	Start: On-going End: April 2012	Julia Waldman – 2815 Children and Young People	Cllr Irene Neill	In Progress	
OSMC/11/105	Dignity and Nutrition – Hospitals To review the Care Quality Commission report on Dignity and Nutrition - Hospitals	To survey and hold focus groups detailing information		HSP	Start: July 2011 End: April 2012	Nigel Owen, West Berkshire LINK, Age UK	Cllr Joe Mooney	In Progress	Update report received. To be presented at the next meeting
OSMC/11/106	Update on the Health and Wellbeing Board To receive updates from the Health and Wellbeing Board	To update members on Health and Wellbeing Board	Monitoring item	HSP	Ongoing	Teresa Bell/June Graves	Cllr Joe Mooney	In Progress	
OSMC/11/107	Update on the Health Service in West Berkshire	To update members on the changes to Health Service in West Berkshire	Monitoring item	HSP	Ongoing	Bev Searle - Director Joint Partnerships and Commissioning	Cllr Joe Mooney	In Progress	
OSMC/11/119	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: April 2012	Jan Evans – 2736 Adult Social Care	Councillor Joe Mooney	In Progress	
OSMC/09/02	Performance Report for Level One Indicators To monitor quarterly the performance levels across the Council and to consider, where appropriate, any	In meeting review with information supplied by, and	Monitoring item	OSMC	Start: each Q End: OSMC 01/11/11	Jason Teal – 2102 Policy & Communication	Councillor Anthony Stansfeld	In Progress	Quarterly item.
OSMC/10/78	Examination of facilities in place for younger people	By Task Group - Information supplied by, and questioning of,		OSMC	Start: 20/09/11 End: 2/12 OSMC 4/12	Julia Waldman – 2815 Children and Young People	Councillor Irene Neill	In Progress	Investigation completed, Report due to April 2012 meeting

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OSMC/11/103	Olympics and Diamond Jubilee Events 2012. To review and monitor events in West Berkshire	In meeting review.		OSMC	Update 1: 2/12 Update 2: 5/12	David Appleton 2578 Culture & Youth	Carol Jackson-Doerge		Updates following briefing in November 2011.
OSMC/11/120	Potholes To examine the methodology in operation for the repair of pot holes	Task group review with information supplied by, and questioning of,		OSMC	Feb-12	Mark Edwards – 2208 Highways & Transport	Councillor David Betts		Item to begin following the completion of Item 78, Councillors Brian Bedwell, Emma Webster, Keith Woodhams participating
OSMC/11/121	Housing Allocations policy To contribute to the development of a new policy	In meeting policy development		OSMC	Feb-12	Mel Brain - 2403 Social Care Commissioning and Housing	Councillor Alan Law		Added to work programme at the 10 January 2012 meeting, following a suggestion by Corporate Board
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	Start: 13/09/10 End: Each Quarter	Andy Walker – 2433 Finance	Councillor Keith Chopping	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	Start: 13/09/10 End: Each Quarter	Robert O'Reilly – 2358 Human Resources	Councillor Anthony Stansfeld	In Progress	May lead to areas for in depth review.
OSMC/11/99	Highways Asset Management Plan To review the AMP and the opportunities arising from exploiting the information contained within the Asset Register.	In meeting review with information supplied by, and questioning of, lead officers.		RMWG	Start: 28 Feb 2012 End: 28 Feb 2012	Mark Edwards – 2208 Highways & Transport	Councillor David Betts	To be scheduled	
OSMC/11/109	Timelord To receive an update on the benefits realised following the changes introduced in the Timelord Phase 3 post implementation.	In meeting review and update Members of the Timelord Phase 3 development		RMWG	Start: 28 Feb 2012 End: 28 Feb 2012	Jackie Jordan	Councillor Pam Bale	In Progress	the Closure Report to Timelord Programme Board in late November

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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 2012 End: April 2012	Adrian Slaughter	Councillor Hilary Cole	In Progress	Report to meeting on 28/02/12
OSMC/11/111	Risk Register To scrutinise individual items on the Risk Register on an annual basis.	In meeting review and scrutinise individual items	Monitoring item	RMWG	Ongoing	Ian Priestley	Councillor David Betts	In Progress	Next request Sept 2012
OSMC/11/112	Medium Term Financial Strategy To review the role and format of the MTFS	In meeting review of the MTFS		RMWG	Start: Oct 2012 End: Oct 2012	Andy Walker	Councillor Keith Chopping	In Progress	Requested by RMWG on 26 July 2011
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: Jan 2013 End: Jan 2013	Mark Edwards	Councillor David Betts	In Progress	Requested by RMWG on 26 July 2011
OSMC/11/117	Managed Vacancy Factor (MVF) To understand the aims and operation of the MVF in its budget management and monitoring	In meeting review.		RMWG	Start April 2012 End April 2012	Robert O'Reilly HR	Councillor Anthony Stansfeld		

Key:

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

Scheduled meeting dates

10/01/12	21/02/12	17/04/12	29/05/12
06/12/11	17/01/12	27/03/12	
17/01/12	28/02/12	24/04/12	