

Title of Report:	Actions from previous meetings
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	18 September 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	
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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:** The Performance Task Group report to the Commission suggested solutions to address the timing of target setting and receipt of performance reports;

Action / response: The Performance, Research and Consultation Manager has provided the following information: The task group met in April to provide input into the draft corporate reporting framework. Due to the nature of the service planning cycle, this was whilst service delivery plans were still in draft stage and the feedback was usefully fed back to the relevant service heads.

Provisional targets were provided at this stage. The process of confirming these did not start to take place until year end outturns were available in May.

The process of agreeing targets for 2012/13 and the subsequent 3 years proved to be a more complex and iterative process than initially envisaged with a number of targets not confirmed until towards the end of Q1. This was a result of service planning now taking place more strategically over a 4 year time frame and deliberations wrapped around directorate Capped Expenditure Limits (CELs) and individual Service Expenditure Levels (SELs).

As a result there proved little time between receiving confirmed targets from heads of service, these being formally approved at Corporate Board level before being able to be scrutinised by members ahead of outturns being collated for Q1.

Whilst this is not as satisfactory as would have hoped, the process should be smoothed out for 2013/14 as notional activities / measures and associated targets will already have been scoped out this current year - taking account of any amendments strategic and operational objectives.

As a result, although scrutiny's initial role in ensuring the published accountable measures / activities are an appropriate reflection of the Council's priorities and core business was achieved, it is envisaged that the second element of assuring targets will be more fully achieved for 2013/14.

- 2.2 **Resolution:** The Head of Education be invited to the next meeting of the Commission to discuss performance results relating to education.

Action / response: The Head of Education advised that information would not be available in time for the Commission's meeting in September and that he would be able to provide this information in October.

- 2.3 **Resolution:** The report from the Repair of Pot Holes Task Group be deferred until the next meeting;

Action / response: This item is considered under a separate agenda item.

- 2.4 **Resolution:** The Portfolio Holder and Highways Officers be invited to attend the next meeting to assist the discussion.

Action / response: This item is complete

- 2.5 **Resolution:** The booklet 'Youth Activities in West Berkshire' be circulated to members of the Commission alongside information about the six facilities which had been closed.

Action / response: The booklet was circulated on 01 August 2012. The remaining information is reported in a separate agenda item.

- 2.6 **Resolution:** Members of the Commission to consider the issues raised [in relation to the discussion regarding Youth Clubs] and suggest recommendations at the next meeting.

Action / response: This item is considered under a separate agenda item.

- 2.7 **Resolution:** the Housing Service involve members of the Commission and external agencies in the consultation programme for the proposed Homelessness Strategy.

Action / response: Following the meeting, the Chairman and Vice Chairman agreed that this activity should be led by officers from Strategic Support. A meeting of the Overview and Scrutiny Management Commission will therefore be held, with homelessness as the only item, when the service has the capacity to support it in October or November.

- 2.8 **Resolution:** the Commission receive the annual scrutiny report each year

Action / response: The annual report will be added to the agenda each year.

Appendices

There no appendices to this report.