

# OVERVIEW & SCRUTINY MANAGEMENT COMMISSION AND SELECT COMMITTEE WORK PROGRAMME

Reference (a)	Subject/purpose (b)	Methodology (c)	Expected outcome (d)	Review Body (e)	Dates (f)	Lead Officer(s)/ Service Area (g)	Portfolio Holder(s) (h)	Comments (h)
OSMC/09/21	Rights of Way Improvement Plan To review the WB ROWIP and make recommendations on delivery.	In meeting review with information supplied by, and questioning of, lead officers.	Make recommendations to improve delivery.	GSC	Start: 14/12/10 End: 14/12/10	Paul Hendry - 2858 Countryside & Environment	Councillor Hilary Cole	A review will be undertaken after the Local Access Forum has made its recommendations.
OSMC/09/26	Use of local resources For the Select Committee to discuss.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: 19/01/10 End: 07/09/10	Countryside & Environment	Councillor Pamela Bale	The review will start by looking at use of local food.
OSMC/09/27	Equality and amenity of the local environment For the Select Committee to discuss.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: 14/12/10 End: 14/12/10	Countryside & Environment	Councillor Hilary Cole	Review will be undertaken as part of the review of the Right of Way Improvement Plan.
OSMC/10/79	Council motion on renewable energy To consider action required to stimulate renewable electricity generation within West Berkshire and related targets.			GSC	Start: 14/12/10 End: 14/12/10	Adrian Slaughter - 2424 Property	Councillor Hilary Cole	Agreed Council Motion - 4/3/10
OSMC/10/84	Fly Tipping Cllr Vickers requested the topic be added due to concerns over the rise in fly tipping.	In meeting review with information supplied by, and questioning of, lead officers.	To be identified.	GSC	Start: TBC End: 07/09/10	TBC Countryside & Environment	Councillor Hilary Cole	Rational behind the review to be considered.
OSMC/10/94	Council Motion on generating environmentally sustainable green energy on the Council's offices, schools, leisure centres and other property That the Council generates environmentally sustainable green energy on the Council's offices, schools, leisure centres and other property.	In meeting review with information supplied by, and questioning of, lead officers.	Green energy sold back to the national grid.	GSC	Start: 14/12/10 End: 14/12/10	Adrian Slaughter - 2424 Property	Councillor Hilary Cole	Agreed Council Motion - 23/09/10

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OSMC/09/24	Accessibility of public transport Review accessibility of public transport in West Berkshire for all residents.	Information supplied by, and questioning of, lead officers, and external partners.	For review.	GSC/SC SC	Start: 19/01/10 End:	Bryan Lyttle - 2638 and Mark Edwards - 2208 Planning & Trading Standards and Highways & Transport	Councillor Alan Law & Councillor David Betts	Joint work between GSC and SCSC to review accessibility of public transport and contribute to the work on Local Transport Plan 3. Item 68 merged with this item
OSMC/09/16	Local Area Agreement Targets (LAA) Monitoring of progress of Health and Wellbeing LAA targets.	In meeting review with information supplied by, and questioning of, lead officers.	Monitoring item	HSC	Start: 20/01/11 End:	Bev Searle - Director of Partnerships & Joint Commissioning - 0118 982 2760 NHS Berkshire West	Councillor Pamela Bale	Monitoring of LAA activity.
OSMC/09/17	Capacity of maternity services at the Royal Berkshire Foundation Hospital. Fact finding report to establish the current capacity to meet demand for services.	In meeting review with information supplied by, and questioning of, lead officers.	Monitoring item	HSC	Start: 17/11/10 End:	Chief Executive and Chairman of the Royal Berkshire Hospital. Royal Berkshire Hospital Foundation Trust	Councillor Joe Mooney	Investigation of the reported pressures on the maternity unit.
OSMC/	Delayed discharges from hospital To determine the causes of delayed discharges from hospitals affecting West Berkshire residents.	In meeting review with information supplied by, and questioning of, lead officers.	Investigate ways to improve the current system, and improve patient experience.	HSC	Start: 20/01/11 End:	Chief Executive of the Royal Berkshire NHS Trust and Bev Searle - NHS Berkshire West. Royal Berkshire NHS Trust & NHS Berkshire West	Councilor Joe Mooney	

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OSMC/09/12	Review of the Council's eligibility criteria for social care. To review the existing criteria for accessing social care in light of the findings of the National Care Enquiry.	In meeting review with information supplied by, and questioning of, lead officers.	Investigate how the national changes will influence access to local social care, and make recommendations.	HSC	Start: 20/01/11 End:	Jan Evans - 2736 Community Services	Councillor Joe Mooney	Review of how national changes may need to influence local criteria for accessing social care.
OSMC/10/85	Investigation deprivation and child poverty in the ten most deprived wards in the District. To investigate what work is being done to tackle deprivation and how this can be applied to improve the quality of life across the District's most deprived wards.	In meeting review with information supplied by, and questioning of, lead officers.	Investigate ways to improve outcomes, and make recommendations to partner agencies.	HSC	Start: 12/10/10 End:	Julia Waldman Children & Young People	Councillor Gordon Lundie	
OSMC/10/86	Electronic booking system for consultant appointments at the Royal Berkshire Foundation Hospital To determine ways to rectify problems being experienced by patients using the electronic booking system.	In meeting review with information supplied by, and questioning of, lead officers.	Investigate ways to improve the current system, and improve patient experience.	HSC	Start: TBC End:	Chief Executive and Chairman of the Royal Berkshire Hospital. Royal Berkshire Hospital Foundation Trust	Councillor Joe Mooney	
OSMC/10/78	Activities for teenagers To identify the work undertaken and future action planned in the Children and Young People Directorate to improve activities for teenagers, following its identification as the top priority for improvement in the annual resident survey.	Information supplied by, and questioning of, lead officers.		OSMC	Start: 25/05/10 End: 07/12/10	Julia Waldman - 2815 Children and Young People	Councillor Gordon Lundie	As requested by OSMC on 2nd March 2010.
OSMC/10/76	Shared service arrangements To receive further detail on shared services, the work ongoing to review shared service arrangements and progress with the production of a register of shared services.	Information supplied by, and questioning of, lead officer.	To be identified.	OSMC	Start: 29/06/10 End: 18/01/11	Steve Duffin - 2594 Benefits and Exchequer		As requested by OSMC on 26th January 2010.
OSMC/09/02	Performance Report for Level One Indicators To monitor quarterly the performance levels across the Council and to consider, where appropriate, any remedial action.	In meeting review with information supplied by, and questioning of, lead officers.	Monitoring item	OSMC	Start: 14/09/10 End:	Jason Teal - 2102 Policy & Communication	Councillor Anthony Stansfeld	Quarterly item.

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OSMC/09/67	West Berkshire Partnership performance report To monitor quarterly the performance levels across the Partnership and to consider, where appropriate, any remedial action.	In meeting review with information supplied by, and questioning of, lead officers and partners via in meeting review	Monitoring item	OSMC	Start: 26/01/10 End:	Sam Shepherd - 3041 Policy & Communication	Councillor Pamela Bale	Quarterly item.
OSMC/09/04	Representation of the Council on outside bodies To assess the value of the representation of Councillors on outside bodies	Information supplied by, and questioning of, lead officers, and external partners.	To understand the benefits.	OSMC	Start: End:	Moir Fraser - 2045 Policy & Communication	Councillor Anthony Stansfeld	Will allow a critical evaluation of where Councillors can have most effect when dealing with outside bodies.
OSMC/09/58	Communications Strategy refresh To consider the refresh of the Strategy.	In meeting review with information supplied by, and questioning of, lead officer.	To consider the Strategy and make suggestions for improvement.	OSMC	Start: End:	Keith Ulyatt - 2125 Policy & Communication	Councillor Anthony Stansfeld	Following discussion at OSMC on 28th July 2009 and the item to consider the Place Survey results on 15th September 2009.
OSMC/09/59	Scrutiny method of operation To review the new scrutiny system after a 6 month period.	In meeting review.	To review the new scrutiny system to assess its benefits.	OSMC	Start: End:	David Lowe - 2817 Policy & Communication	Councillor Anthony Stansfeld	As requested by OSMC on 16th June 2009.
OSMC/09/49	Property contracts and contractors in schools Review of the efficiency and effectiveness of Property Services in relation to contracts and the use of contractors in schools.	Information supplied by, and questioning of, lead officers and other expert witnesses via in meeting review	To suggest improvements to the efficiency and effectiveness of Property Services within schools.	RMSC	Start: 30/06/09 End: 14/12/10	Steve Broughton - 2837 Property and Public Protection	Councillor Keith Chopping	This topic has been kept under review over a number of meetings with the latest update due in December 2010.
OSMC/09/53	Accommodation Strategy/Asset Management Plan To receive and comment on the draft AMP prior to its presentation at Executive.	Information supplied by, and questioning of, lead officers via in meeting review	To understand more fully the plans in place in respect of Council accommodation.	RMSC	Start: 22/09/09 End: 14/12/10	Steve Broughton - 2837 Property and Public Protection	Councillor Keith Chopping	
OSMC/09/70	Chief Executive Directorate budget monitoring To discuss the current position and ways to resolve any overspends within the budget	Information supplied by, and questioning of lead officer.	Identify improvements to processes.	RMSC	Start: 19/01/10 End: 14/12/10	Nick Carter - 2101 Chief Executive	Councillor Keith Chopping	Requested by RMSC on 12th July 2010.

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OSMC/09/57	Revenue and capital budget reports To receive the latest period revenue and capital budget reports and consider any areas of concern.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMSC	Start: 13/09/10 End:	Andy Walker - 2433 Finance	Councillor Keith Chopping	May lead to areas for in depth review.
OSMC/09/63	Establishment Reports To receive the latest report on the changes to the Council's establishment.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	RMSC	Start: 13/09/10 End:	Robert O'Reilly - 2358 Human Resources	Councillor Anthony Stansfeld	May lead to areas for in depth review.
OSMC/09/55	Value for Money Consideration of the work undertaken by the Council and the methodology in place to assess and ensure value for money.	Information supplied by, and questioning of, lead officer via in meeting review	Consider work undertaken to assess and ensure value for money and make suggestions for improvement.	RMSC	Start: tbc Jan 11 End: tbc Jan 11	John Ashworth - 2870 Environment	Councillor Keith Chopping	An appropriate subject that meets the acceptance criteria. Previously undertaken in April 2009.
OSMC/10/97	Community Services Directorate Budget To discuss the measures being taken to manage the Directorate budget, with a particular focus on Adult Social Care.	In meeting review with information supplied by, and questioning of, lead officers.		RMSC	Start: tbc Jan 11 End: tbc Jan 11	Teresa Bell - 2730 Community Services	Councillor Joe Mooney	
OSMC/10/77	Housing register To consider the workings of the register, reviews, communication with those on the waiting list.	Information supplied by, and questioning of, lead officer via in meeting review	To be identified.	SCSC	Start: 08/07/10 End: 27/01/11	June Graves - 2733 Housing & Performance	Councillor Alan Law	As requested by OSMC on 26th January 2010. Agreement to form a working group by SCSC. Two meetings held.
OSMC/09/47	Monitor changes introduced to the Youth Service To monitor annually the progress of the changes being introduced to the Youth Service and the impact that they make on an annual basis until 1 year after all changes have been fully introduced.	Information supplied by, and questioning of, lead officer via in meeting review	Monitoring item	SCSC	Start: 27/01/11 End: 27/01/11	Mark Vernon - 2552 Children & Youth Services	Councillor Gordon Lundie	This was a recommendation of the facilities for young people task group that was endorsed by the OSC.
OSMC/10/83	Primary school admissions To identify whether the difficulties reported by a number of local authorities with primary school placements had an effect in West Berkshire.	Information supplied by, and questioning of, lead officer via in meeting review	To gain an understanding of the issue.	SCSC	Start: End:	Caroline Corcoran - 2030 Education	Councillor Barbara Alexander	Accepted onto the work programme by OSMC on 25/5

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OSMC/09/37	Partnership activity in response to the recession. Assessment of the impact of the measures taken by the West Berkshire Partnership to mitigate the local effects of the recession.	Information supplied by, and questioning of, lead officers, and external partners.	Monitoring item	SCSC	Start: End:	Policy & Communication	Councillor Pamela Bale & Councillor Keith Chopping	High profile activity that is very topical that will give visibility to the work that the Council and its partners are doing on behalf of residents and businesses.
OSMC/10/95	Big Society To explore the initiative as a way of enabling people and encouraging them to take responsibility for their own communities.	Initial briefing followed by in meeting review.		SCSC	Start: End:	Andy Day - 2459 Policy & Communication		
OSMC/09/34	Gating orders To review protocol for gating orders adopted in October 2008.			SSC	Start: 06/12/10 End:	Alex O'Connor - 264608 Policy & Communication	Councillor Anthony Stansfeld	Specified in original review of 2008 to be reviewed after one year.
OSMC/10/74	Policy for the installation of fire sprinklers in Council buildings To review the requirement for a policy for the implementation of fire sprinklers in Council buildings.	Interview with relevant officers and review of available research information.	To identify whether there is a need for a policy regarding fire sprinkler systems in Council buildings (including schools).	SSC	Start: 06/04/10 End: 20/09/10	Steve Broughton - 2837 Health and Safety/Property and Public Protection	Councillor Anthony Stansfeld	Investigations to include whether a return on the investment of installing sprinklers could bring a reduction in insurance costs
OSMC/10/91	Community Empowerment To consider whether to implement a local scheme to support communities to deal with anti-social and intimidating behaviour.			SSC	Start: 06/12/10 End: 20/09/10	Susan Powell - 264703 Policy and Communication	Councillor Anthony Stansfeld	
OSMC/10/92	Integrated Offender Management Programme To review how the Council can support the Integrated Offender Management Programme in the future.			SSC	Start: 06/12/10 End: 20/09/10	Susan Powell - 264703 Policy and Communication	Councillor Anthony Stansfeld	
OSMC/10/93	Designing out Crime To consider how to support the process of designing out crime in new building developments.			SSC	Start: 06/12/10 End: 20/09/10	Gary Lugg - 2617 Planning and Countryside	Councillor Alan Law	