

# 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/09/02	<b>Performance Report for Level One Indicators</b> 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	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	<b>Activities for teenagers</b> 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	Information supplied by, and questioning of, lead officers.		OSMC	Start: 25/05/10 End: 28/06/11 OSMC 02/08/11	Julia Waldman – 2815 Children and Young People	Councillor Irene Neill	In Progress	As requested by OSMC on 2nd March 2010.
OSMC/10/95	<b>Big Society/Localism</b> To explore the initiative as a way of enabling people and encouraging them to take responsibility for their own	Initial briefing followed by in meeting review.		OSMC	Start: Q4 End:	Andy Day – 2459 Policy & Communication	Councillor Pamela Bale	To be scheduled	Item to be scheduled at a later date once further detail known. Work ongoing at LSP level.
OSMC/09/57	<b>Revenue and capital budget reports</b> To receive the latest period revenue and capital budget reports To consider any areas of concern.	Information supplied by, and questioning of, lead officer	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	<b>Establishment Reports</b> To receive the latest report on the changes to the Council's establishment.	Information supplied by, and questioning of, lead officer	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/11/98	<b>Legal and Electoral Services Budget</b> To discuss budget pressures within this service area.	In meeting review with information supplied by, and		RMWG	Start: End:	David Holling Legal & Electoral Services	Councillor Anthony Stansfeld	In Progress	Requested by RMSC on 14 December 2010.
OSMC/11/99	<b>Highways Asset Management Plan</b> To review the AMP and the highways land contained within it.	In meeting review with information supplied by, and		RMWG	Start: End:	Mark Edwards – 2208 Highways & Transport	Councillor David Betts	To be scheduled	Requested by RMSC on 14 December 2010.
OSMC/11/100	<b>School Academies</b> To review the effect of schools becoming Academies on the capacity of the LEA.	Task group review with information supplied by, and questioning of, lead officers and		Task Group	Start: 07/02/11 End: 30/06/11 OSMC 02/08/11	Ian Pearson – 2729 Education	Councillor Irene Neill	In Progress	Terms of Reference approved by OSMC on 18/01/11

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OSMC/11/102	<b>Day Centres</b> To examine the provision of day centres across the District.	Task group review with information supplied by, and questioning of, lead		Task Group	Start: TBD End: TBD	Jan Evans – 2736 Adult Social Care	Councillor Joe Mooney	To be scheduled	
OSMC/11/103	<b>Delayed discharges from hospital</b> To determine the causes of delayed discharges from hospitals affecting West Berkshire residents.	In meeting review with information supplied by, and questioning		HSP	Start: TBC End:	Chief Executive of the Royal Berkshire NHS Trust & Bev Searle - NHS Berkshire	Cllr Joe Mooney	To be scheduled	
OSMC/11/104	<b>Anti-Child Poverty Strategy</b>	To monitor the strategy		HSP	Start: On-going End: April 2012	Julia Waldman – 2815 Children and Young	Cllr Joe Mooney		
OSMC/11/105	<b>Dignity and Nutrition</b> To review the Care Quality Commission report on Dignity and Nutrition - Hospitals	In meeting review with information supplied by, and		HSP	Start: TBC End:	TBC	Cllr Joe Mooney		
OSMC/11/106	<b>Updates:</b> To receive updates from the Health and Wellbeing Board Health Service in West Berkshire	In meeting review with information supplied by, and		HSP	Start: TBC End:	TBC	Cllr Joe Mooney		
OSMC/11/107	<b>Six Lives report</b> To receive updates on progress of Six Lives report	In meeting review with information supplied by, and		HSP	Start: TBC End:	TBC	Cllr Joe Mooney		
OSMC/11/108	<b>Protection, Safety and Welfare</b> To discuss the Protection, Safety and Welfare of people who use West Berkshire Council services	In meeting review with information supplied by, and		HSP	Start: TBC End:	TBC	Cllr Joe Mooney		

**Key:**

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

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OSMC/11/102	<b>Planning Performance Indicator</b> - affordable housing units To explore	In meeting review with information supplied by, and		OSMC	Start: 01/03/11 End: 28/06/11 OSMC	Gary Lugg – 2617 Planning and Countryside
OSMC/11/105	<b>West Berkshire Council Preliminary Flood Risk Assessment</b>	In meeting review with information supplied by, and		OSMC	Start: 01/03/11 End: 28/06/11 OSMC	Stuart Clark – 2857 Highways and Transport

Portfolio Holder(s)	Status: In Progress Complete	Comments
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Councillor Alan Law	Complete	Requested as part of the discussion on the Q2 performance report.
Councillor David Betts	Complete	

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OSMC/11/101	<p><b>The Budget Setting Process</b></p> <p>To review the process used for setting the Council's annual budget.</p>	Information supplied by, and questioning of, lead officer via in meeting review		RMWG	Start: TBD End: TBD	Andy Walker – 2433 Finance	Councillor Keith Chopping

<b>Status: In Progress Comple</b>	<b>Comments</b>
To be scheduled	Removed from the work programme at OSMC meeting 28 June 11