

Report Title:	Adults, Children and Health Overview and Scrutiny Panel - Annual Report
Contains Confidential or Exempt Information	No - Part I
Lead Member:	Councillor Hunt, Chairman of the Panel
Meeting and Date:	Extraordinary Full Council, 29 June 2021
Responsible Officer(s):	Hilary Hall, Director of Adults, Health and Commissioning, and Kevin McDaniel, Director of Children's Services
Wards affected:	All

REPORT SUMMARY

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That full Council notes the annual report of the Adults, Children and Health Overview and Scrutiny Panel

2. CHAIRMAN'S INTRODUCTION

- 2.1 The Panel met 3 times during the municipal year.
- 2.2 A Task and Finish Group was set up to look at information on funding for Children in Care and Care Leavers and to see options available that may be beneficial for our young adults. The last meeting was held in March 2021 and a review for council tax support to extend to age 25 is being taken forward by the Corporate Parenting Forum.
- 2.3 The very wide brief of this Panel was mentioned in last year's Annual Report. Members have interacted with this brief by attending all meetings for Children's Services and Adult Services.
- 2.4 The CIPFA Review of Delivery Options for both Children's Services and Adult Service was published in June 2020 and key factors noted for both Achieving for Children and Optalis. The Work Programme for 2021/2022 will consider the progress with actions, particularly in relation to children's services.
- 2.5 A report by the Local Government and Social Care Ombudsman was published in August 2020. This concerned a complaint regarding Adult Social Care. The Council officer reported to this Panel that failings had been confirmed and positive actions had been put in place to prevent this type of complaint again.

3. TOPICS SCRUTINISED DURING THE MUNICIPAL YEAR 2020/21

- 3.1 Delivery of Services during Covid-19 Lockdown
- 3.2 Respite Care Provision for Carers

- 3.3 Heatherwood Hospital update followed in January 2021 with update from Frimley Health Acute Trust during Covid-19
- 3.4 Complaints and Compliments Report including Response to Ombudsman Report
- 3.5 Performance Management Reports, including the performance of safeguarding services for vulnerable children.
- 3.6 Budget for 2021 – 2022
- 3.7 Task and Finish Group – Streams of funding to support Children in Care and Care Leavers.

4. CALL-INS CONSIDERED DURING THE MUNICIPAL YEAR 2020/21

- 4.1 May 2020 a Call-In was received and discussed regarding Children's Centres Consultation Results – Family Hub.
- 4.2 Although the Panel did not disagree with the decision that Cabinet took, it was agreed that an amended version of the report giving a clearer outline of the future consultation should go back to Cabinet. It was felt that a good discussion on the Call-In had taken place.

5. RESIDENT SUGGESTIONS CONSIDERED DURING THE MUNICIPAL YEAR 2020/21

- 5.1 Respite Care Provision for Carers – The recommendation, which was accepted by the Panel, was to add this item to the Panel's work programme. The item was included on the agenda for the meeting held on June 11th 2020, which was the first available opportunity for it to be discussed.

6. TASK AND FINISH GROUPS ESTABLISHED DURING THE MUNICIPAL YEAR 2020/21

- 6.1 A Task and Finish Group was established to look at information on funding for Children In Care and Care Leavers and to see options available that may be beneficial for our youngsters. The last and final meeting was held on 31st March 2021. Members were in agreement that funding was in place for next municipal year.

7. PROPOSALS FOR IMPROVED WORKING METHODS

- 7.1 During Covid-19 it was proposed and agreed, Members communicate via email with any concerns and suggestions for Work Programme etc.

8. THANKS

- 8.1 The Panel would like to thank the following individuals and organisations for their involvement in the scrutiny process this year:

Hilary Hall and the Optalis Team, and Kevin McDaniel and the Achieving for Children Team for their expertise at guiding the Panel

9. PROPOSED WORK PROGRAMME FOR THE MUNICIPAL YEAR 2021/22

9.1 The Panel proposes to consider the following topic areas for scrutiny in the coming municipal year:

Carried over from 2020

- Report on Lynwood Clinic
- Financial feasibility of extending council tax exemptions to support Care Leavers Council Tax up to age 25

Work Programme for 2021/22

- Review of day service provision following proposed closures of Day Centres
- Impact on Education of online teaching and any emerging inequalities.
- Impact of the Virtual school to improve education and training opportunities for care leavers
- Report on impact of programme and how funding has been used for the Programme for Holiday Activities for Children on Free School Meals.
- CIPFA Report on Optalis – review of the action plan.
- CIPFA Report on Children’s Services – review of the action plan
- Report on High needs funding, including new provision, for children with Special Educational Needs
- A Report on all children’s and Youth Groups and what they do, and the funding allocated in light of the welcome announcement of a Youth Council.

10. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent/returned
Cllr Hunt	Panel Chairman	Report approved at Panel 22/4/21
Kevin McDaniel	Director of Children’s Services	Report approved at Panel 22/4/21
Hilary Hall	Director of Adults, Health and Commissioning	Report approved at Panel 22/4/21

REPORT HISTORY

Decision type:	Urgency item?	To follow item?
For information	No	No

Report Author: Andy Carswell, Democratic Services Officer 01628 796319
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WORK PROGRAMME - ADULTS, CHILDREN & HEALTH OVERVIEW AND SCRUTINY PANEL

EXECUTIVE DIRECTORS	<ul style="list-style-type: none"> • Duncan Sharkey – Chief Executive • Kevin McDaniel – Executive Director of Children’s Services • Hilary Hall – Executive Director of Adults, Health and Housing
LINK OFFICERS & HEADS OF SERVICE	<ul style="list-style-type: none"> • Lin Ferguson – Director of Children’s Social Care • Clive Haines – Schools Leadership Development Manager • Lynne Lidster – Head of Commissioning – Adults and Children • Nikki Craig – Head of HR, Corporate Projects and IT

MEETING: 22nd SEPTEMBER 2021

ITEM	RESPONSIBLE OFFICER
Children’s Services Improvement Plan Progress	Kevin McDaniel/Lin Ferguson
Update on FUEL (activities for disadvantaged pupils) programme	Kevin McDaniel/Lin Ferguson
Day Centre Consultation	Hilary Hall/Lynne Lidster
Annual Compliments and Complaints Report	Claire Burns
Transforming Adult Social Care (Front Door Services and Reablement)	Hilary Hall/Michael Murphy
Work Programme	Panel clerk
TASK AND FINISH	

MEETING: 20th JANUARY 2022

ITEM	RESPONSIBLE OFFICER
Budget Report	Adele Taylor
Virtual School Report – Including work with Care Leavers	Kevin McDaniel / Lin Ferguson (invite Michael Guard)
High Needs Funding for Children with Special Educational Needs	Kevin McDaniel / Clive Haines
Annual Education Standards Report – including impact of Covid on Post-16 Education	Kevin McDaniel / Clive Haines
Work Programme	Panel clerk
TASK AND FINISH	

MEETING: 27th APRIL 2022

ITEM	RESPONSIBLE OFFICER
Family Hubs implementation one year on	Kevin McDaniel / Lin Ferguson
Implementation of Health and Care White Paper	Hilary Hall
Work Programme	Panel clerk
TASK AND FINISH	

ITEMS SUGGESTED BUT NOT YET PROGRAMMED

ITEM	RESPONSIBLE OFFICER
Update on Lynwood Clinic	
Youth Groups Report (where do young people engage with the council?)	

Report Title:	Communities Overview and Scrutiny Panel - Annual Report 2020/21
Contains Confidential or Exempt Information	No - Part I
Member reporting:	Councillor Bowden, Chairman of the Panel
Lead Officers:	David Scott Head of Communities
Meeting and Date:	Full Council June 2021

REPORT SUMMARY

Part 9A B4 of the [council constitution](#) requires an Overview and Scrutiny Panel to report annually to full Council on '*its workings and make recommendations for future work programmes and amended working methods if appropriate*'.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That full Council notes the annual report of the Communities Overview and Scrutiny Panel

2. CHAIRMAN'S INTRODUCTION

- 2.1 I accept the comments made by my colleagues on the panel. However, no reference has been made to the extraordinary circumstances of the past year.
- a) Covid has impacted on all staff on who we rely on to produce reports, and answers to our questions.
 - b) Virtual meetings, never used in open council meetings before, required a completely different approach.
- 2.2 Regrettably on a few occasions, behaviour fell below the standards required in public life. The local press was able to capture this as a headline, without reporting the whole dialogue of the meeting.
- 2.3 On many occasions' long statements of a political nature prefaced a single question. This is contrary to the ethos and governance of Overview and Scrutiny.
- 2.4 When the public were invited to speak, which was welcome, again they used the platform to promote a cause, different to the agenda item.
- 2.5 I will strive to conduct the meeting in a manner akin to those in the parliamentary select committees.

3. TOPICS SCRUTINISED DURING THE MUNICIPAL YEAR 2020/21

- 3.1 SERCO Performance Review
- 3.2 Reviewing the Budget Report
- 3.3 Thames Valley Police
- 3.4 SportsAble Annual Performance
- 3.5 Norden Farm Annual Performance
- 3.6 Performance Management Report
- 3.7 Braywick Leisure Centre
- 3.8 RBWM Allotments situation
- 3.9 District Enforcement
- 3.10 Complaints and Compliments Annual Report
- 3.11 Libraries, Museum and Tourist Office Report
- 3.12 The Old Court Annual Report
- 3.13 CAB
- 3.14 Plastic Free Windsor
- 3.15 Maidenhead Heritage Centre

4. CALL-INS CONSIDERED DURING THE MUNICIPAL YEAR 2020/21

- 4.1 No Call-Ins had been received in the municipal year 2020/21.

5. RESIDENT SUGGESTIONS CONSIDERED DURING THE MUNICIPAL YEAR 2020/21

- 5.1 Museum – The recommendation was that this topic is considered by the Communities Overview and Scrutiny Panel in light of the discussion on the issue scheduled for the November 2020 meeting. The Panel can then consider if any further scrutiny is required. This is still to be considered by the Panel.
- 5.2 Lights to be placed in Osgood Park – The recommendation was that this topic was considered by the Communities Overview and Scrutiny Panel and the Panel noted the report but takes no further action. This was considered at Panel on 3 November 2020.

6. TASK AND FINISH GROUPS ESTABLISHED DURING THE MUNICIPAL YEAR 2020/21

6.1 No Task and Finish Groups established in the municipal year 2020/21.

7. PROPOSALS FOR IMPROVED WORKING METHODS

7.1 People should feel positive about attending a scrutiny panel and embrace the work that goes with it. Meetings should be shorter and more focussed asking quality questions to scrutinise item.

7.2 Prior to meetings, topics studied more and prepare quality questions to ask.

7.3 No more 'scrutiny in arrears'

Be more abreast of the wider picture and get ahead of decision making and help to shape the agreement not hear about it once everything is in place. The Panel should look at the Cabinet forward plan and have an overview before cabinet makes its decision. This would make for better decision-making and be less confrontational. Involve Scrutiny Panels at beginning of process.

7.4 Summarise main points and actions

It's not always clear that what we've discussed has been taken on board or will ultimately make a difference.

7.5 Invite relevant community groups, experts and residents

Spend more time understanding what the Panel would like to scrutinise and invite groups accordingly.

7.6 Treat external speakers and Panel members with respect and kindness

It can be an intimidating experience for residents to speak at the panel and we should be encouraging them. Both residents and Panel members should be allowed to speak without interruption. All residents be given their full time to speak with Officers and Panel Members waiting till the end.

7.7 More timely documents

At least a week in advance so we can properly scrutinise. Try and avoid 'to follow' reports.

7.8 Better quality documents

We keep having to ask for more information from officers. Until things have improved, perhaps we can agree in the meeting before what we'd like to see in the paper coming to the next meeting within the work programme agenda item. Officers to include all supporting documents to reports. Only Part II items to remain private.

7.9 More frequent meetings

Plan the municipal years meetings at the beginning of the year for better planning.

7.10 Set achievable, measurable goals

Make use of task and finish

- 7.11 **Better reflect the ethos of overview and scrutiny**, which is to be a ‘friendly critic’ of the administration. What added value do we currently provide through our meetings? The role of Cabinet members should be to clarify areas, that they are present at a meeting to answer questions and provide clarification, not to participate in discussion.
- 7.12 **Review of the budget process**
We should give feedback on what worked well and what could be improved whilst this is still fresh in our mind. By doing so the process will be better for next year. Keep the budget process meeting to only one item for better scrutiny.
- 7.13 In order to foster a more cohesive approach I would recommend that we circulate all members of the Panel with ideas/comments/suggestions.

8. THANKS

- 8.1 The Panel would like to thank the following individuals and organisations for their involvement in the scrutiny process this year:
- Thames Valley Police
 - Braywick Leisure Centre Team – Kevin Mist
 - SportsAble
 - Officers that have attended to present reports
 - David Scott, Lead Officer
 - Margaret Lenton (Wraysbury Parish Council)
 - Members of the Public
 - Organisations such as The Old Court, Norden Farm, CAB, Plastic Free Windsor, Maidenhead Heritage Centre, SportsAble, SERCO and District Enforcement
 - Members of the Council

9. PROPOSED WORK PROGRAMME FOR THE MUNICIPAL YEAR 2021/22

- 9.1 The Panel proposes to consider the following topic areas for scrutiny in the coming municipal year:

Topics already in progress/carried over from 2020/21:

- Compliments and Complaints Report – (June 2021)
- Norden Farm – update – (October 2021)
- The Old Court – update – (October 2021)
- Chief Constable Annual Presentation (October 2021)
- Performance Management Report - Quarterly
- Library Transformation – (June 2021)
- District Enforcement (June 2021)
- Maidenhead Golf Course update (June 2021)
- Alexandra Gardens Car Park update (June 2021)
- Budget

New topics:

- Transformation Strategy
- Recovery Strategy for Jobs and Employment
- Lesson learnt from SportsAble and Provision for disabled sports

10. APPENDICES

10.1 This report is supported by one appendix:

- Work Programme

REPORT HISTORY

Decision type: For information	Urgency item? No	To Follow item? No
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WORK PROGRAMME - COMMUNITIES OVERVIEW AND SCRUTINY PANEL

EXECUTIVE DIRECTORS	<ul style="list-style-type: none"> • Duncan Sharkey – Chief Executive • Andrew Durrant – Executive Director of Place • Hilary Hall – Executive Director of Adults, Health and Housing
LINK OFFICERS & HEADS OF SERVICE	<ul style="list-style-type: none"> • David Scott – Head of Communities • Louise Freeth – Head of Revenues, Benefits, Library and Resident Services • Chris Joyce – Head of Infrastructure, Sustainability and Economic Growth • Simon Dale – Interim Head of Highways

TBC – SEPTEMBER MEETING DATE

MEETING: 7th OCTOBER 2021

ITEM	RESPONSIBLE OFFICER
Chief Constable Annual Presentation	David Scott , <i>Head of Communities</i>
Norden Farm Update	Steph James , <i>Service Lead for Economic Growth</i>
The Old Court Update	Steph James , <i>Service Lead for Economic Growth</i>
Q1 Performance Management	David Scott , <i>Head of Communities</i>
Recovery Strategy for Jobs and Employment	Steph James , <i>Service Lead for Economic Growth</i>
Compliments and Complaints Report	Nikki Craig , <i>Head of HR, Corporate Projects and IT</i>
Work Programme	Panel clerk
TASK AND FINISH	
TBC	

MEETING: 17th JANUARY 2022

ITEM	RESPONSIBLE OFFICER
Budget	Adele Taylor , <i>Executive Director of Resources</i>
Q2 Performance Report	David Scott , <i>Head of Communities</i>
Work Programme	Panel clerk
TASK AND FINISH	
TBC	

MEETING: 12th APRIL 2022

ITEM	RESPONSIBLE OFFICER
Q3 Performance Report	David Scott , <i>Head of Communities</i>
Work Programme	Panel clerk
TASK AND FINISH	
TBC	

ITEMS SUGGESTED BUT NOT YET PROGRAMMED

ITEM	RESPONSIBLE OFFICER
Alexandra Coach & Car Park Update	Andrew Durrant , <i>Executive Director of Place</i>
Maidenhead Golf Course Update	Andrew Durrant , <i>Executive Director of Place</i>
Community Safety Partnership	David Scott , <i>Head of Communities</i>
Waste Management Strategy	Simon Dale , <i>Interim Head of Highways</i>
Maidenhead Heritage Centre – re-invite to present annual report	Chris Joyce , <i>Head of Infrastructure, Sustainability and Economic Growth</i>
Tivoli Contract – General Update	Simon Dale , <i>Interim Head of Highways</i>

BRIEFING NOTES SUGGESTED FOR ITEMS

ITEM	RESPONSIBLE OFFICER
SERCO Update	Simon Dale , <i>Interim Head of Highways</i>
Climate Strategy - Update	Chris Joyce , <i>Head of Infrastructure, Sustainability and Economic Growth</i>
Boulter's Lock, Maidenhead	Andrew Durrant – <i>Executive Director of Place</i>

Report Title:	Corporate Overview and Scrutiny Panel - Annual Report 2020/21
Contains Confidential or Exempt Information	No - Part I
Member reporting:	Councillor Chris Targowski, Chairman of the Panel
Lead Officers:	Duncan Sharkey, Chief Executive
Meeting and Date:	Full Council – 29 June 2021

REPORT SUMMARY

Part 9A B4 of the [council constitution](#) requires an Overview and Scrutiny Panel to report annually to full Council on 'its workings and make recommendations for future work programmes and amended working methods if appropriate'.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Full Council notes the annual report of the Corporate Overview and Scrutiny Panel.

2. CHAIRMAN'S INTRODUCTION

- 2.1 The Corporate Overview and Scrutiny panel met five times and scrutinised 15 separate reports
- 2.2 The Chairman would like to thank all members of the panel and Officers of the Council for the time and effort that they have put into the successful running of the panel.
- 2.3 The terms of reference for the Corporate Overview and Scrutiny panel can be found in Part 4 B of the Council Constitution.

3. TOPICS SCRUTINISED DURING THE MUNICIPAL YEAR 2020/21

- 3.1 The 15 reports scrutinised included:
 - CIPFA Report
 - Annual Complaints Report
 - Budget Monitoring Report
 - Corporate Transformation Paper
 - Maidenhead United – Request for Relocation
- 3.2 Details of topics scrutinised can be found here:
<https://rbwm.moderngov.co.uk/ieListMeetings.aspx?Committeeld=594>

4. CALL-INS CONSIDERED DURING THE MUNICIPAL YEAR 2020/21

- 4.1 N/A

5. RESIDENT SUGGESTIONS CONSIDERED DURING THE MUNICIPAL YEAR 2020/21

- 5.1 None, but one resident suggestion has been received on an RBWM App. Report is being drafted and will be added to the Work Programme during the next municipal year for the Panel to consider.

6. TASK AND FINISH GROUPS ESTABLISHED DURING THE MUNICIPAL YEAR 2020/21

- 6.1 Highways Contract T&F agreed July 2019. The Task and Finish group was concluded on the 29th March 2021.
- 6.2 The group considered the three options presented at the original cabinet decision. It was concluded that the group had:
- Compared Option 1 successfully.
 - Option 2 was unable to be taken forward.
 - Option 3 – the information, specifically the presentation given at the call in, was not available and so the group was unable to compare.
- 6.3 The outcome of the group was that value could be added by submitting comments and recommendations to Cabinet and that when the Project Centre was up for renewal, a paper could be brought to the Panel.
- 6.4 No T&F established during municipal year. Minuted suggestion of T&F with a focus on the Customer journey within services provided was not addressed. (Minuted July 2019)
- 6.5 “Members discussed a need to focus on the customer journey for residents and to look at the way in which each service performs. Members also discussed the need for a separate task and finish group to focus on contracts and procurement process. This group would look at ways to review and monitor existing and new contract performance. It was agreed that this working group would have a particular focus on highways and to provide a visible audit of these contracts.”

7. PROPOSALS FOR IMPROVED WORKING METHODS

- 7.1 Be more proactive in requesting early sight of relevant reports that are on the Cabinet forward plan.
- 7.2 Distribute ‘to note’ reports to panel members electronically. Bring to meeting only if necessary or requested by panel members for debate or in depth questions.
- 7.3 Work more closely with Cabinet to ensure panel is more involved with policy development, rather than only once the report has been finalised.
- 7.4 Monitor ‘value for money’ aspect of the panel. What changes, improvements have we instigated.

7.5 Look at alternative ways of conducting Task and Finish groups, for example a “single day Task and Finish”.

8. THANKS

8.1 The Panel would like to thank the following individuals and organisations for their involvement in the scrutiny process this year:

- Mark Beeley
- CIPFA

9. PROPOSED WORK PROGRAMME FOR THE MUNICIPAL YEAR 2021/22

9.1 The Panel proposes to consider the following topic areas for scrutiny in the coming municipal year:

Topics already in progress/carried over from 2020/21:

- Corporate Transformation Strategy and Action Plan

New topics:

- Workforce Profile Report
- Council Trusts Report
- Q1/2/3/4 Performance Reports
- Budget 2022/23

10. APPENDICES

10.1 This report is supported by one appendix:

- Appendix A – Corporate Overview and Scrutiny Panel Work Programme 2020/2021

REPORT HISTORY

Decision type:	Urgency item?	To follow item?
For information	No	No

WORK PROGRAMME - CORPORATE OVERVIEW AND SCRUTINY PANEL

EXECUTIVE DIRECTORS	<ul style="list-style-type: none"> • Duncan Sharkey (Chief Executive) • Andrew Durrant (Executive Director of Place) • Adele Taylor (Executive Director of Resources and S151 Officer) • Emma Duncan (Monitoring Officer and Deputy Director of Law and Strategy) • Hilary Hall (Executive Director of Adults, Health and Housing)
LINK OFFICERS & HEADS OF SERVICES	<ul style="list-style-type: none"> • Elaine Browne (Head of Law) • Nikki Craig (Head of HR, Corporate Projects & ICT) • Ruth Watkins (Chief Accountant) • Karen Shepherd (Head of Governance) • Andrew Vallance (Head of Finance and Deputy S151 Officer)

MEETING: 26th JULY 2021 – This is an additional meeting which was originally scheduled to cover the Audit/Governance function of the Panel - this is now under the remit of the Audit and Governance Committee.

ITEM	RESPONSIBLE OFFICER
Work Programme	Panel clerk

MEETING: 4th OCTOBER 2021

ITEM	RESPONSIBLE OFFICER
Q1 Performance Report	Adele Taylor , <i>Executive Director of Resources</i>
Annual Complaints and Compliments Report	Nikki Craig , <i>Head of HR, Corporate Projects and ICT</i>
Work Programme	Panel Clerk

MEETING: 29th NOVEMBER 2021

ITEM	RESPONSIBLE OFFICER
Council Trusts Report	Karen Shepherd , <i>Head of Governance</i>
Work Programme	Panel clerk

MEETING: 26th JANUARY 2022

ITEM	RESPONSIBLE OFFICER
Budget 2022/23	Lead Officers and Finance
Q2 Performance Report	Nikki Craig , <i>Head of HR, Corporate Projects and ICT</i>
Annual Scrutiny Report (Draft)	Chairman and Panel

Work Programme	Panel clerk
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MEETING: 4th APRIL 2022

ITEM	RESPONSIBLE OFFICER
Q3 Performance Report	Nikki Craig , <i>Head of HR, Corporate Projects and ICT</i>
Annual Scrutiny Report (Final Version)	Chairman and Panel
Work Programme	Panel Clerk

ITEMS SUGGESTED BUT NOT YET PROGRAMMED

ITEM	RESPONSIBLE OFFICER
Corporate Transformation Strategy and Action Plan	Hilary Hall , <i>Executive Director of Adults, Health and Housing</i>

[Terms of Reference for the Corporate Overview and Scrutiny Panel](#)

Report Title:	Infrastructure Overview and Scrutiny Panel - Annual Report 2020/21
Contains Confidential or Exempt Information	No - Part I
Member reporting:	Councillor Luxton, Chairman of the Panel
Lead Officers:	Duncan Sharkey, Chief Executive Andrew Durrant, Executive Director of Place Simon Dale, Interim Head of Highways Tracy Hendren, Head of Housing and Environmental Health Service Chris Joyce, Head of Infrastructure, Sustainability & Economic Growth Adrien Waite, Head of Planning
Meeting and Date:	Full Council June 2021

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REPORT SUMMARY

Part 9A B4 of the council constitution requires an Overview and Scrutiny Panel to report annually to full Council on *'its workings and make recommendations for future work programmes and amended working methods if appropriate'*.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That full Council notes the annual report of the Infrastructure Overview and Scrutiny Panel

2. CHAIRMAN'S INTRODUCTION

- 2.1 During the Municipal year 2020/2021, the Infrastructure Overview and Scrutiny Panel considered several issues which impact the residents of the Royal Borough of Windsor and Maidenhead. Some of which are still on a continued work programme and will be monitored by the panel to oversee progress.
- 2.2 Executive Members, officers of the Council, Cabinet Members and Councillors were invited to attend the meetings to provide evidence, answer questions, address issues raised and prioritise decisions taken by the Panel.
- 2.3 The Infrastructure Overview and Scrutiny Panel also considered a number of reports, decisions, as well as call-ins relating to Executive Cabinet decisions, listed below.

3. TOPICS SCRUTINISED DURING THE MUNICIPAL YEAR 2020/21

- 3.1 **CIL Review - Progress Update Report**
- 3.2 **Homelessness Strategy**

Following Panel Members suggestions, the Equality Impact Assessment was reviewed, the Strategy was to mention Ascot, and a future update report was expected in a future meeting.

3.3 Work Programme

43 topics were proposed and discussed, with items programmed for future meetings or directed to the appropriate Panels and Forums.

3.4 Annual Complaints Report

The Panel were informed of the complaints and compliments and noted the item.

3.5 Place Recovery Strategy

The report was brought to the Infrastructure Overview and Scrutiny Panel, before going to Cabinet. The Panel noted the item.

3.6 5G T&FG Scoping Document

The Panel noted the item and Chris Joyce agreed to provide the Panel with a timeline and strategy for digital infrastructure in a future meeting.

3.7 Singular Use Plastics Update

The item came on the agenda from the Communities Overview & Scrutiny Panel. The Panel noted the item.

3.8 Fly Tipping Review

3.9 VolkerHighways Ltd. Annual Review

3.10 Highways Investment Report

3.11 Capital Programme Update

3.12 River Thames Scheme Partnership Funding

3.13 Safety of Highway Trees

3.14 Active Travel Measures

An urgent item that was brought to the Panel.

3.15 Budget 2021/22 Report

3.16 Infrastructure Delivery Plan

3.17 Capital Programme Processes

3.18 Housing Strategy

3.19 Q1, Q2 and Q3 Performance Reports

3.20 Call In - Interim Sustainability Position Statement

It was agreed to take no further action on the call in on the Interim Sustainability Position Statement.

4. CALL-INS CONSIDERED DURING THE MUNICIPAL YEAR 2020/21

4.1 Interim Sustainability Position Statement

It was agreed to take no further action on the call in on the Interim Sustainability Position Statement.

5. RESIDENT SUGGESTIONS CONSIDERED DURING THE MUNICIPAL YEAR 2020/21

5.1 No resident suggestions were received.

6. TASK AND FINISH GROUPS ESTABLISHED DURING THE MUNICIPAL YEAR 2020/21

6.1 No Task and Finish Groups were undertaken.

7. PROPOSALS FOR IMPROVED WORKING METHODS

7.1 Clear objectives and Work Programme.

7.2 Increased officer resource to ensure the Panel has the right level of support.

7.3 Improvements on how the Panel plans and organises its Work Programme items and give Members more time for questions, discussions, and debate.

7.4 Receive officer reports with greater notice so Panel Members can review in advance of the meeting.

7.5 Review the Annual Scrutiny Report item during the municipal year.

7.6 Reduced changes to the Chairmanship of the Panel.

7.7 Greater scrutiny of reports and policies and provision of recommendations to Cabinet by the Panel.

8. THANKS

8.1 The Panel would like to thank the following individuals and organisations for their involvement in the scrutiny process this year:

- All officers for providing their support and reports.
- Cabinet Members for their attendance and contribution.

- All current and previous Panel Members of the municipal year.
- Democratic Services officers for organising meetings.
- Members of public for their contribution.
- VolkerHighways Ltd for their contribution to the VolkerHighways Ltd. Annual Review item.

9. PROPOSED WORK PROGRAMME FOR THE MUNICIPAL YEAR 2021/22

9.1 The Panel proposes to consider the following topic areas for scrutiny in the coming municipal year:

Topics already in progress/carried over from 2020/21:

- Homelessness Strategy and Homelessness Forum Update
- Street Lighting Review
- Bus Routes
- Junction Improvements
- Maidenhead Town Centre CIL
- New Schools Infrastructure Plans
- Ascot Redevelopment
- Public Transport Requirements
- Carbon-free Power Infrastructure
- Air Quality and Traffic Monitoring
- Annual Monitoring Report

New topics:

- Pedestrian road safety (all pedestrians, children, school safety etc.)
- Affordable Housing
- 20 mph speed limit across the Borough
- 5G Discussion

10. APPENDICES

10.1 This report is supported by 1 appendix:

- Appendix A - Work Programme

REPORT HISTORY

Decision type: For information	Urgency item? No	To Follow item? No
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WORK PROGRAMME - INFRASTRUCTURE OVERVIEW AND SCRUTINY PANEL

To include consideration of items scheduled on the [Cabinet Forward Plan](#).

EXECUTIVE DIRECTORS	<ul style="list-style-type: none"> • Duncan Sharkey (Chief Executive) • Andrew Durrant (Executive Director of Place)
LINK OFFICERS & HEADS OF SERVICE	<ul style="list-style-type: none"> • Simon Dale (Interim Head of Highways) • Tracy Hendren (Head of Housing and Environmental Health Service) • Chris Joyce (Head of Infrastructure, Sustainability & Economic Growth) • Adrien Waite (Head of Planning)

MEETING: 21ST SEPTEMBER 2021

ITEM	RESPONSIBLE OFFICER
Q1 Performance Update Report	Andrew Durrant , <i>Executive Director of Place</i>
Annual Complaints Report	Nikki Craig , <i>Head of HR, Corporate Projects and IT</i>
Annual Scrutiny Report - Draft	Chairman & Lead Officers
Work Programme	Panel clerk
TASK AND FINISH	
TBC	

MEETING: 18TH JANUARY 2022

ITEM	RESPONSIBLE OFFICER
Budget 2022/23 Report	Lead Officers & Finance
Q2 Performance Update Report	Andrew Durrant , <i>Executive Director of Place</i>
Annual Scrutiny Report - Draft	Chairman & Lead Officers
Work Programme	Panel clerk
TASK AND FINISH	
TBC	

MEETING: 13TH APRIL 2022

ITEM	RESPONSIBLE OFFICER
Q3 Performance Update Report	Andrew Durrant , <i>Executive Director of Place</i>
Annual Scrutiny Report (Final version for approval and submission to Full Council)	Chairman & Lead Officers
Work Programme	Panel clerk
TASK AND FINISH	
TBC	

ITEMS SUGGESTED BUT NOT YET PROGRAMMED

ITEM	RESPONSIBLE OFFICER
Homelessness Strategy and Homelessness Forum Update	Tracy Hendren, <i>Head of Housing and Environmental Health Service</i>
Junction Improvements	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>
Maidenhead Town Centre CIL	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>
New Schools Infrastructure Plans	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i> Kevin McDaniel, <i>Executive Director of Children's Services</i> Ben Wright,
Ascot Redevelopment	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>
Public Transport Requirements	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>
Carbon-free Power Infrastructure	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>
Air Quality and Traffic Monitoring	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>
Annual Monitoring Report	Adrien Waite, <i>Head of Planning</i>
Pedestrian road safety	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>
Affordable Housing	Tracy Hendren, <i>Head of Housing and Environmental Health Service</i>
20 mph speed limit across the Borough	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>
5G Update	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>
Street Lighting Review	Simon Dale, <i>Interim Head of Highways</i>

TASK AND FINISH GROUP SUGGESTIONS	RESPONSIBLE OFFICER
CIL	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>
Homelessness and housing solutions	Tracy Hendren, <i>Head of Housing and Environmental Health Service</i>
Digital Infrastructure	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>