

Royal Borough of Windsor and Maidenhead

Overview and Scrutiny Panels

Scrutiny Review – Scoping and Planning Document

Title of the Review	Community Facilities Review
Panel Name	Communities O&S Panel
Panel Members	Cllrs Bowden, G Jones, Bhangra, Del Campo, Price
Support Officer(s)	Shilpa Manek and David Cook
Lead Member(s)/Officer(s) Identify a nominated: - Elected Member - Lead Officer	Cllr Bowden – O&S Chairman Duncan Sharkey – Managing Director Ian Brazier-Dubber – RBWM Property Company
Relevant Cabinet Member	Cllr Jonson - Leader of the Council and Chairman of Cabinet, Business, Economic Development and Property
Purpose of the Review <ul style="list-style-type: none"> • Specify exactly which Outcome(s) the review is examining? • Also being clear what the review is not looking at • What is the Scrutiny Review seeking to achieve? • Where possible refer to VFM issues of service cost, service performance and/or customer satisfaction. 	Cabinet has requested O&S views on the options for community Facilities located on Holmanleaze so they may make an informed decision.
Criteria for Selection <ul style="list-style-type: none"> • Why has this particular topic been considered to be a priority issue for scrutiny? 	Cabinet are due to make a decision on the future of facilities and land on Holmanleaze, Maidenhead. There is a lot of Member and public interest in the site and its leaseholders. The review has the potential to add value to community facilities, affordable housing and the Council’s property portfolio.

<ul style="list-style-type: none"> • Which of the criteria promoted by the Centre for Governance and Scrutiny does it satisfy? 	<p>The review would be undertaken within current resources.</p>
<p>Terms of Reference</p>	<p>To review the options due to be considered by Cabinet on the future of Holmanleaze and the lease holding community facilities.</p> <p>To consider the views of the leaseholders, the public and Members.</p>
<p>What are the anticipated outcomes of the review?</p> <p>Key Lines of Enquiry</p> <p>Sources of Information/Evidence</p> <p>What factors / outcomes will demonstrate that this Scrutiny Review has been a success?</p>	<p>Cabinet report and available options.</p> <p>Lead Member views.</p> <p>Ward Member views.</p> <p>Views of current leaseholders.</p>
<p>Resource & budget requirements;</p> <ul style="list-style-type: none"> • specialist staff • any external support • site visits • consultation • research 	<p>No additional resources required.</p>
<p>Corporate Risks associated with this Review?</p> <p>Identify any weaknesses and barriers to success</p>	<p>There are no corporate risks for this review.</p>
<p>Who will receive the review conclusions and any resultant recommendations?</p>	<p>Cabinet</p>
<p>What is the Review Timescale? • Identify key meeting dates and any deadlines for reports, recommendations or decisions.</p>	<p><i>Communities O&S Panel date TBC.</i></p>
<p>How could a review be publicised?</p> <p>Do we need to publicise the review to encourage community involvement? • What sort of media coverage do we want? (e.g.</p>	<p>Come to publicise in normal ways through social media channels, lead officer to contact leaseholders.</p>

Flyers, leaflets, radio broadcast, press release, etc.)	
Completed by/ Date:	
Approved by Scrutiny Panel / Date:	<i>Communities O&S Panel - TBC</i>