

Report Title:	Infrastructure Overview and Scrutiny Panel - Annual Report 2021/22
Contains Confidential or Exempt Information	No - Part I
Member Reporting:	Councillor Luxton, Chairman of the Panel
Lead Officers:	Duncan Sharkey, Managing Director Andrew Durrant, Executive Director of Place Services Alyse Strachan, Head of Neighbourhood Services 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 – July 2022

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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 2021/22, the Infrastructure Overview and Scrutiny Panel considered several issues which impacted the residents of the Royal Borough of Windsor and Maidenhead.

Due to the disruption of COVID and the newly structured way of working and process of adding items to the agenda, only 5 items were discussed during this period. We have some items on the future work programme, where we have to conduct a scoping document to see if it is an important issue and if needed, it can be added to the agenda for the next meeting. This has been a great way to structure future meetings too. In terms of the items on the current work programme, these will be monitored by the panel to oversee progress as we go along.

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.

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 2021/22

- 3.1 Q4, Q1 & Q2 Performance Reports
- 3.2 Bus routes update
- 3.3 Annual Complaints & Compliments Report 2020/21

4. CALL-INS CONSIDERED DURING THE MUNICIPAL YEAR 2021/22

- 4.1 No Call-ins were made during the municipal year 2021/22

5. RESIDENT SUGGESTIONS CONSIDERED DURING THE MUNICIPAL YEAR 2021/22

- 5.1 Maidenhead Town Centre CIL was suggested by Councillor Baldwin and residents as a potential resident scrutiny topic. This is currently in the process of being scoped and will be completed in the new municipal year.

6. TASK AND FINISH GROUPS ESTABLISHED DURING THE MUNICIPAL YEAR 2021/22

- 6.1 No Task & Finish Groups were established during the municipal year 2021/22

7. PROPOSALS FOR IMPROVED WORKING METHODS

- 7.1 Councillor Davey - Suggestion for each panel member to bring a proposed scoping document to the panel with a 'Purpose of Review and Criteria for Selection' pencilled in. These can be discussed and 2 would be selected by the panel for further scoping with officers.
- 7.2 Councillor Singh expressed his disappointment at the minimal overview and total lack of scrutiny that actually took place throughout the municipal year. A huge amount of the agenda was scrapped, and he found the new process of bringing items or leading members forward for scrutiny to be complicated and obstructive to the Panel - It did nothing to help the process. Councillor Davey echoed these words and added that positive steps had been taken to improving scrutiny, however further revision was required.

8. THANKS

- 8.1 The Panel would like to thank the following individuals and organisations for their involvement in the scrutiny process this year:
 - Emma Duncan, Monitoring Officer for her help in instigating the new Performance Management Framework and the introduction of scoping documents.
 - Oran Norris-Browne, Clerk to the panel for his aid in maximising the productivity of the panel.
 - Shilpa Manek, Former Democratic Services Officer, for her help in aiding the panel in producing scoping documents.

PROPOSED WORK PROGRAMME FOR THE MUNICIPAL YEAR 2022/23

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

Topics already in progress/carried over from 2021/22:

- Maidenhead Town Centre CIL
- Review of Street Lighting
- Ascot Redevelopment and The Oaks Leisure Centre
- Digital Infrastructure & 5G

9. APPENDICES

9.1 This report is supported by 1 appendix:

- Appendix A- Work Programme

REPORT HISTORY

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

Report Author: -Oran Norris-Browne, Democratic Services Officer on behalf of the Panel -Councillor Sayonara Luxton, Chairman of Infrastructure Overview & Scrutiny Panel

Appendix A

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 Services)
LINK OFFICERS & HEADS OF SERVICE	<ul style="list-style-type: none"> • Tracy Hendren (Head of Housing and Environmental Health Service) • Chris Joyce (Head of Infrastructure, Sustainability & Economic Growth) • Adrien Waite (Head of Planning) • Alysse Strachan (Head of Neighbourhood Services)

MEETING: 21st June 2022

ITEM	RESPONSIBLE OFFICER
Appointment of Chairman and Vice-Chairman	Oran, Clerk
Scoping Document – Maidenhead Town Centre CIL Discussion	Chris Joyce, Head of Infrastructure, Sustainability & Economic Growth Adrien Waite, Head of Planning
Annual Scrutiny Report (Final version for approval and submission to Full Council)	Chairman & Lead Officers
Work Programme	Panel Clerk

MEETING: 15th September 2022

ITEM	RESPONSIBLE OFFICER
In-Depth Performance Reports referred by Corporate O&S Panel	Andrew Durrant, Executive Director of Place
Work Programme	Panel Clerk

MEETING: 31st January 2023

ITEM	RESPONSIBLE OFFICER
In-Depth Performance Reports referred by Corporate O&S Panel	Andrew Durrant, Executive Director of Place
Work Programme	Panel Clerk

MEETING: 12th April 2023

ITEM	RESPONSIBLE OFFICER
In-Depth Performance Reports referred by Corporate O&S Panel	Andrew Durrant , <i>Executive Director of Place</i>
Work Programme	Panel Clerk

ITEMS SUGGESTED BUT NOT YET PROGRAMMED

ITEM	RESPONSIBLE OFFICER
Review of Street Lighting	Alysse Strachan , <i>Head of Neighbourhood Services</i>
Ascot Redevelopment and The Oaks Leisure Centre	Chris Joyce , <i>Head of Infrastructure, Sustainability & Economic Growth</i>
5G & Digital Infrastructure	Chris Joyce , <i>Head of Infrastructure, Sustainability & Economic Growth</i>

TASK AND FINISH GROUP SUGGESTIONS	RESPONSIBLE OFFICER