

**Committee:** Overview and Scrutiny Committee  
**Date:** Tuesday 19 July 2011  
**Time:** 6.30 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

### **Membership**

<b>Councillor Kieron Mallon (Chairman)</b>	<b>Councillor Lynn Pratt (Vice-Chairman)</b>
<b>Councillor Ann Bonner</b>	<b>Councillor Tim Emptage</b>
<b>Councillor Chris Heath</b>	<b>Councillor Alastair Milne Home</b>
<b>Councillor Neil Prestidge</b>	<b>Councillor Leslie F Sibley</b>
<b>Councillor Daniel Sames</b>	<b>Councillor Trevor Stevens</b>
<b>Councillor Lawrie Stratford</b>	<b>Councillor Rose Stratford</b>

### **Substitutes**

<b>Councillor Andrew Beere</b>	<b>Councillor Patrick Cartledge</b>
<b>Councillor Timothy Hallchurch MBE</b>	<b>Councillor Simon Holland</b>
<b>Councillor David Hughes</b>	<b>Councillor George Parish</b>
<b>Councillor Alaric Rose</b>	<b>Councillor Douglas Williamson</b>

## **AGENDA**

Overview and Scrutiny Members should not normally be subject to the party whip. Where a member is subject to a party whip they must declare this at the beginning of the meeting and it should be recorded in the minutes.

- 1. Apologies for Absence and Notification of Substitute Members**
- 2. Declarations of Interest**

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

### 3. **Urgent Business**

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

### 4. **Minutes** (Pages 1 - 4)

To confirm as a correct record the Minutes of the meeting of the Committee held on 14 June 2011 and the Minutes of the Joint Meeting of the Overview and Scrutiny Committee and the Resources and Performance Scrutiny Board on 12 July 2011.

\*\* The minutes of the meeting of the Joint Meeting of the Overview and Scrutiny Committee and the Resources and Performance Scrutiny Board on 12 July 2011 will follow as the meeting has not yet been held \*\*

### 5. **Private Sector Housing Strategy** (Pages 5 - 26)

Report of Head of Housing Services

#### **Summary**

To provide an update on progress made with achievement of targets set by the Private Sector Housing Strategy 2010-14.

#### **Recommendations**

The meeting is recommended to:

- (1) Note the progress made with achievement of targets set by the Private Sector Housing Strategy 2010 -14.

### 6. **Commissioning of Voluntary Sector Services**

#### **Summary**

The Committee agreed to review this topic at the meeting on 14 June. Councillors Mallon, Emptage, Pratt, Stevens, L Stratford and R Stratford volunteered to meet with officers to discuss the specific issues relating to:

- Advice
- Volunteering
- Voluntary Car Transport Schemes

The Chairman and members of the Committee will report back on the findings of these informal working group meetings. Notes of these discussions will be circulated separately.

## **Recommendations**

The Overview and Scrutiny Committee is recommended to consider the evidence and information that will be submitted at the meeting with regard to the commissioning of voluntary sector services and to frame appropriate recommendations for the Executive.

### **7. Draft Overview and Scrutiny Annual Report 2010/11 (Pages 27 - 42)**

Report of Interim Head of Legal and Democratic Services

#### **Summary**

This report presents the draft Overview and Scrutiny Annual Report 2010/11.

#### **Recommendations**

The Overview and Scrutiny Committee is recommended:

- (1) To note the draft Overview and Scrutiny Annual Report 2010/11.
- (2) To delegate authority to the Democratic, Scrutiny and Elections Manager in consultation with the former and current Chairmen of the two scrutiny committees, to complete the foreword and to make any minor amendments to the annual report before submission to Council.

### **8. Overview and Scrutiny Work Programme (Pages 43 - 50)**

Report of Interim Head of Legal and Democratic Services

#### **Summary**

To update the Committee on the Overview and Scrutiny Work Programme 2011/12.

#### **Recommendations**

The Overview and Scrutiny Committee is recommended:

- (1) Note the current Overview and Scrutiny element of the work programme for 2011/12 as set out at Appendix 1.
- (2) Note any items of interest in the current version of the Forward Plan (August 2011 - November 2011) and consider whether to include them on the work programme for 2011/12.
- (3) Note the draft scoping document on the proposed review of the Registered Social Landlords Relationship Policy and consider whether to include it on the work programme for 2011/12.
- (4) Note the agenda items for the 13 September 2011 meeting of the Overview and Scrutiny Committee, and determine how to approach the scheduled review of the Council's equalities policy.

**Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.**

## **Information about this Meeting**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk) or (01295) 221583 prior to the start of the meeting.

### **Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item. The definition of personal and prejudicial interests is set out in the constitution. The Democratic Support Officer will have a copy available for inspection at all meetings.

**Personal Interest:** Members must declare the interest but may stay in the room, debate and vote on the issue.

**Prejudicial Interest:** Member must withdraw from the meeting room and should inform the Chairman accordingly.

With the exception of the some very specific circumstances, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest.

### **Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

### **Evacuation Procedure**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

### **Access to Meetings**

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

### **Mobile Phones**

Please ensure that any device is switched to silent operation or switched off.

**Queries Regarding this Agenda**

Please contact Catherine Phythian, Legal and Democratic Services  
catherine.phythian@cherwell-dc.gov.uk (01295) 221583

**Sue Smith**  
**Chief Executive**

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