

Committee: Overview and Scrutiny Committee
Date: Tuesday 23 April 2013
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Ann Bonner (Chairman)	Councillor Daniel Sames (Vice-Chairman)
Councillor Colin Clarke	Councillor Tim Emptage
Councillor Chris Heath	Councillor Melanie Magee
Councillor Kieron Mallon	Councillor Alastair Milne Home
Councillor Jon O'Neill	Councillor Nigel Randall
Councillor Leslie F Sibley	Councillor Lawrie Stratford

Substitutes

Councillor Andrew Beere	Councillor Patrick Cartledge
Councillor Timothy Hallchurch MBE	Councillor Lynn Pratt
Councillor Alaric Rose	Councillor Rose Stratford
Councillor Douglas Williamson	Councillor Sean Woodcock

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 - 6)

To confirm as a correct record the minutes of the meeting held on 12 March 2013.

5. National Benefit Changes

To receive a briefing on National Benefit Changes by the Head of Finance and Procurement.

This item was retained on the work programme following initial consideration by the Committee in September, 2012.

6. Air Quality across the District

To receive a briefing on the monitoring of air quality across the District by the Environmental Protection Officer.

This item was retained on the work programme following initial consideration by the Committee in October, 2012

7. Overview and Scrutiny Work Programme 2012/13 (Pages 7 - 18)

Report of Head of Law and Governance

Summary

This report presents the Overview and Scrutiny work programme 2012/13 for consideration.

Recommendations

The Overview and Scrutiny Committee is recommended:

- (1) To consider the Overview and Scrutiny Committee work programme 2012/13 as set out at Appendix 1 of the attached report.
- (2) To note any items of interest in the Executive Work programme and consider whether to include them on the work programme 2012/13.
- (3) To consider if there are any other items Members would like to include on the work programme.

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@cherwellandsouthnorthants.gov.uk or 01327 322365 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.

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 Dave Parry, Democratic and Elections
dave.parry@cherwellandsouthnorthants.gov.uk, 01327 322365

Sue Smith
Chief Executive

Published on Monday 15 April 2013

Agenda Item 4

Cherwell District Council

Overview and Scrutiny Committee

Minutes of a meeting of the Overview and Scrutiny Committee held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 12 March 2013 at 6.30 pm

Present: Councillor Ann Bonner (Chairman)

Councillor Daniel Sames
Councillor Colin Clarke
Councillor Tim Emptage
Councillor Chris Heath
Councillor Kieron Mallon
Councillor Alastair Milne Home
Councillor Nigel Randall
Councillor Leslie F Sibley
Councillor Lawrie Stratford

Substitute Members: Councillor Rose Stratford (In place of Councillor Melanie Magee)

Apologies for absence: Councillor Jon O'Neill

Officers: Claire Taylor, Corporate Performance Manager
Marianne North, Housing Needs Manager
Helen Town, Strategic Housing Officer
Tim Mills, Private Sector Housing Manager
Natasha Clark, Team Leader, Democratic and Elections
Dave Parry, Interim Democratic and Elections Officer

27 **Declarations of Interest**

There were no declarations of interest.

28 **Urgent Business**

There was no urgent business.

29 **Minutes**

That, subject to Minute 25 being amended to record that the Committee strongly supported the proposals to enhance the Planning and Building Control Enforcement service, the Minutes of the meeting of the Committee

held on 9 October, 2012 were agreed as a correct record and signed by the Chairman

30 **Update on Empty Homes**

The Chairman welcomed the Lead Member for Housing, the Private Sector Housing Manager and the Delivery Team Manager.

The Committee considered the report of the Head of Regeneration and Housing providing an update on the situation regarding empty homes in the District, the steps being taken to bring empty homes and other empty property back into use, and the extent of progress made since 31 January 2012 when the Committee last considered the issue and agreed four principles as the basis for the Council's approach to empty homes.

The Private Sector Housing Manager and Delivery Team Manager advised that efforts had been concentrated on 50 properties that had been empty for at least 2 years in the areas of greatest need in the District - Banbury, Bicester and Kidlington, As a result of those efforts it was found that 24 were not empty (and the Council Tax Team had been advised accordingly), 3 homes had been returned to use, and the Council had used formal Notice of Entry to gain access to a further two properties. In total, was hoped that 10 properties from the original list would be returned to use. For the future, it was anticipated that improvements in data gather from the Council Tax System would speed-up the process on the next 50 properties identified for action.

The Committee noted the lack of take-up in respect of the Council's Empty Homes Loan, and Loan-to-Lease schemes and queried whether more effort might be put into highlighting their availability. In any event it was important to build momentum on the progress made to date.

In noting a summary of projects currently being undertaken, the Committee acknowledged that some properties, whether acquired through Compulsory Purchase Order or through partnership arrangements, were better being refurbished and then disposed of rather than subsequently retained. However, the proceeds should then be reinvested in the provision of other accommodation for let in areas of greatest housing need.

In the knowledge that, over the next 2-3 years, HCA Empty Homes grant funding might release some 250 properties for lease (53 being specifically Empty Homes), and produce a subsequent income from the New Homes Bonus scheme, the Committee welcomed the progress to-date.

Resolved

- (1) That the actions being taken to address the empty homes issue be noted.
- (2) That the matter be kept under review, with a further report on 12 months.

31 **Exclusion of Press and Public**

Resolved

That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of that Act.

32 **Update on Empty Homes - restricted appendix**

The Committee considered an exempt appendix to the Update on Empty Homes report which provided a summary of projects currently being undertaken.

The Committee acknowledged that some properties, whether acquired through Compulsory Purchase Order or through partnership arrangements, were better being refurbished and then disposed of rather than subsequently retained. However, the proceeds should then be reinvested in the provision of other accommodation for let in areas of greatest housing need.

Resolved

(1) That the restricted appendix be noted.

33 **Re-admittance of public and press**

Resolved

That the press and public be readmitted to the meeting.

34 **Housing Strategy**

The Strategic Housing Officer gave a presentation on the Housing Strategy Annual Delivery Plan, which was a 5 year programme identifying six priorities:

1. Increasing the supply and access to housing.
2. Developing financially and socially sustainable communities.
3. Housing for our most vulnerable residents.
4. Ensuring Homes are safe, warm and well managed.
5. Preventing homelessness.
6. Maximising resources – Investment Ready District.

The Committee was advised of the work underway to deliver the Plan; particularly in respect of research into equity loan products, a review of the Rural Housing Partnership, sustainable housing (Low Carbon Housing), housing for the most vulnerable, and the introduction across the district of the 'Green Deal'. It was noted that, with regard to preventing homelessness, there would be a major impact as a result of the changes to be introduced in the welfare system and, in this respect, the Council had already done a lot of work with the CAB and other partners which would be key to successful delivery.

Consideration was also being given to the possibility of using discretionary housing payments to assist with homelessness cases.

In considering Priority 3 (Housing for our most vulnerable residents), it was suggested that section 4 to the document might be re-worded to give more weight to putting pressure on developers to build properties once planning consent was given. At present, many developments for which consent had been granted had not subsequently been delivered. The Chairman acknowledged this point, and also emphasised that, particularly with regard to the welfare changes, it was important to ensure the public knew what the Council was doing and had put in place in order to help allay concerns.

The Committee thanked the Lead Member for Housing and officers for the presentation and agreed that the issue be retained on the Work Programme for a future report to include statistical information in order that the Committee might better measure progress.

Resolved

- (1) That, subject to the below, the Housing Strategy Annual Delivery Plan be noted.
- (2) That section 4 to Priority three be amended to reflect the need to pressure developers to build properties once planning consent granted.
- (3) That, subject to the inclusion of statistical information to enable measuring of progress, the Committee to receive a further report in 6-12 months.

35

Enforcement Service Plan - Feedback from Member Briefing

The Corporate Performance Manager gave an overview of the Business Planning and Service Plan process.

The Committee was advised that the process comprised five key elements: The Sustainable Community Strategy; The Business Plan; the Medium Term Financial Strategy; service plans; and, Performance Appraisal.

The elements were variously delivered through the Executive, Scrutiny, Joint Management Team, and then Directorate Managements teams, Team Plans and Appraisals. The process was not repeated from scratch each year, but was rather evolved, and informed from several sources, including

- Previous commitments (e.g. big capital projects);
- Budget constraints;
- Customer feedback;
- New policy/legal requirement;

- Member Priorities;
- Performance improvement;

- Key Local strategies;

- Major projects and programmes.

The Corporate Performance Manager agreed to provide all Councillors with a copy of each of the Service Plans in April.

The Committee thanked the Corporate Performance Manager for the briefing and agreed that there should be greater Member involvement in the process in the future. Members requested the Corporate Performance Manager report back to the Committee in September, when further consideration could be given to each specific service plan, and one identified for detailed scrutiny. Members agreed that senior officers also be invited to attend this session.

In considering the notes of the Enforcement Service Plan Member Briefing held on 17 January, Members agreed that the Planning and Building Control enforcement service could be a viable area for review in order to gauge the impact of the recent increase in resources.

Resolved

- (1) That an item 'Presentation on Service Plans' be included on the Work Programme for consideration at the September meeting.
- (2) That an item regarding the Planning and Building Control Enforcement service be included on the Work Programme for consideration in 6 months.

36

Overview and Scrutiny Work Programme 2012/13

The Committee considered the report of the Head of Law and Governance which presented the Overview and Scrutiny Work Programme 2012/13.

Executive Work Programme

The Committee agreed that there were no items on the Executive Work Programme for March to June 2013 that they wished to include on their Work Programme in 2012/13.

Potential Work Programme Items

The Chairman advised that at its recent meeting the Resources and Performance Scrutiny Board had noted that the Banbury Brighter Futures project was showing amber. As the project was included on the Overview and Scrutiny Committee Work Programme it was agreed that a report be submitted to the Committee in June and that members of the Resources and Performance Scrutiny Board be invited to attend.

The Chairman advised that the item regarding the twelve month review of the Community Transport and Dial-a-Ride scheme would now include a report from the Oxfordshire Rural Community Partnership.

Resolved

- (1) That the Overview and Scrutiny Committee work programme 2012/13 be noted.

- (2) That no items in the current version of the Forward Plan (March to June, 2013) be included on the Work programme for 2012/13.
- (3) That an update report regarding the Banbury Brighter Futures project be submitted to the June meeting of the Committee.
- (4) That the twelve month review of the Community Transport and Dial-a-Ride scheme currently included on the Work programme include a report from the Oxfordshire Rural Community Partnership.

The meeting ended at 8.42 pm

Chairman:

Date:

Overview and Scrutiny Committee

Overview and Scrutiny Committee Work Programme 2012/13

23 April 2013

Report of Head of Law and Governance

PURPOSE OF REPORT

This report presents the Overview and Scrutiny Committee work programme 2012/13 for consideration.

This report is public

Recommendations

The Overview and Scrutiny Committee is recommended:

- (1) To consider the Overview and Scrutiny Committee work programme 2012/13 as set out at Appendix 1 of the attached report.
- (2) To note any items of interest in the Executive Work Programme and consider whether to include them on the Overview and Scrutiny Committee Work Programme 2012/13.
- (3) To consider if there are any other items Members would like to include on the Overview and Scrutiny Committee Work Programme.

Details

1 Draft Overview and Scrutiny Committee Work Programme 2012/13

- 1.1 The Overview and Scrutiny Committee Work Programme 2012/13 is attached at appendix 1.
- 1.2 At the request of Overview and Scrutiny Committee Members and Members of the Resources and Performance Scrutiny Board, the work programmes of the two scrutiny committees have been separated. Members are invited to make any suggestions to improve the

appearance of the work programme.

- 1.3 Each future agenda item includes an overview of the item and reason for consideration by the Board.
- 1.4 In determining the work programme for 2012/13, the Committee will wish to take into account the terms of reference as laid out in the Constitution (Appendix 2).

2 Executive Work Programme

- 2.1 As part of the monthly work programme report, the Committee reviews the Executive Work Programme to consider whether there are any issues which they would wish to look at in more detail in advance of the Executive discussion and decision. To facilitate a thorough consideration of the topic the Committee will need to identify the Executive Work Programme items at an early stage of the decision making process.
- 2.2 The Executive Work Programme is updated and published monthly; an electronic copy is available on the council's website and all councillors are sent a prompt containing the website link. Members of the Committee are encouraged to review the Executive Work Programme outside the committee meetings and to contact the Chairman, Vice-Chairman or Democratic Services Officer if there is a topic that they wish to review.
- 2.3 The Committee will wish to note any items of interest in the current version of the Executive Work Programme and consider whether to include them on the Overview and Scrutiny Committee Work Programme for 2012/13.
- 2.4 At the time of writing this report, the current version of the Executive Work Programme is March to June, 2013 and can be found at: www.cherwell.gov.uk

3 Updates on Overview and Scrutiny Work Programme Items

- 3.1 RAF Bicester – Press Release issued by Bicester Heritage – 28 March, 2013:-

'RAF Bicester Heritage to be Preserved.

Bicester Heritage is the successful bidder after the Ministry of Defence put the 348 acre site up for sale last year.

The Company plans to establish a national vintage motoring and aviation facility on the technical site and discussions are proposed with Cherwell District Council and key stakeholders on how best to blend

the heritage site with the aspirations of the community.

“Our plan is for long term ownership of the former RAF Bicester facility, with focus on providing this historic site with a viable future that honours its heritage”, the Company commented’.

Council Officers are due to meet Bicester Heritage on 17 and 30 April with a view to further progressing matters.

4 Potential Work Programme Items

4.1 Committee Members may wish to suggest other items for inclusion on the Work Programme 2012/13. Members are reminded that in considering the suggestions for the Work Programme and prioritising topics, it is important to consider the resources available to support the work and the timescales. The Committee should also reflect on the demands that scrutiny reviews place on the resources in the individual service areas.

4.2 The Committee will also wish to consider the priority checklist. The current, informal criteria applied to all suggestions for a scrutiny review are that it must:

- be of concern to a group of people living within the Cherwell District;
- relate to a service, event or issue in which the Council has a significant stake or over which the Council has an influence;
- not be an issue which scrutiny has considered during the last 12 months;
- not relate to an individual service complaint;
- not relate to an individual planning or licensing application.

5 Future Meetings Schedule

5.1 The future meeting dates for the Overview and Scrutiny Committee and the Resources and Performance Scrutiny Board are listed below.

Overview and Scrutiny Committee	04 June 2013, 6.30pm 16 July 2013, 6.30pm 10 September 2013, 6.30pm 22 October 2013, 6.30pm 03 December 2013, 6.30pm 21 January 2014, 6.30pm 04 March 2014, 6.30pm 15 April 2014, 6.30pm
--	---

Resources & Performance Scrutiny Board	28 May 2013, 6.30pm 09 July 2013, 6.30pm 03 September 2013, 6.30pm 08 October 2013, 6.30pm 10 December 2013, 6.30pm 14 January 2014, 6.30pm 25 February 2014, 6.30pm 08 April 2014, 6.30pm

Implications

Financial: There are no financial implications arising directly from this report. The report of the individual scrutiny reviews will address any specific financial issues.

Comments checked by Sarah Best, Service Accountant, 01295 221982

Legal: There are no legal implications arising directly from this report. The report of the individual scrutiny reviews will address any specific financial issues.

Comments checked by Paul Manning, Solicitor Advocate 01295 221691

Risk Management: If too many items are included on the work programme there is a risk that scrutiny agendas become overloaded. This undermines effective scrutiny because Members are unable to concentrate on the key issues and officer resources are over-stretched. It may be necessary to hold further meetings during the year if the risk of not achieving the work programme becomes apparent. The report of the individual scrutiny reviews will address any specific risk issues.

Comments checked by James Doble, Democratic and Elections Manager, 01295 221587

Wards Affected

Each scrutiny review will identify the wards affected

Corporate Plan Themes

Each scrutiny review will identify the relevant corporate plan themes

Document Information

Appendix No	Title
Appendix 1	Overview and Scrutiny Committee Work Programme 2012/13
Appendix 2	Overview and Scrutiny Committee Terms of Reference
Background Papers	
None	
Report Author	David Parry, Interim Democracy and Elections Officer, Democratic & Elections
Contact Information	01327 322365 dave.parry@cherwellandsouthnorthants.gov.uk

This page is intentionally left blank

Overview and Scrutiny Committee Work Programme 2012/2013

(Updated: 15 April 2013)

Item	Description	Reason for Consideration	Contact Officer	Further Action / Note
Date of Meeting: 23 April 2013				
OSC Work Programme 2012/13	To consider the draft Overview and Scrutiny Committee work programme	Standing item – to review the work programme	Dave Parry, Democratic and Elections Officer	
National Benefit Changes	To receive a further report on the introduction of National Benefit Changes, and what these will mean for CDC service delivery and residents.	Progress report following initial consideration (September, 2012)	Karen Curtin, Head of Finance and Procurement; Belinda Green, Benefits Manager	Lead Member for Financial Management (Cllr Atak) invited to attend.
Air Quality	To review monitoring across the District and identify where responsibilities lie.	Update report following initial consideration (October, 2012)	Sean Gregory Environmental Protection Officer	Lead Member for Public

Key to Reason for Consideration:

Scrutiny review – agreed topics for consideration at committee meetings; Policy development – to support the development of Council Policy; Monitoring – to examine responses to scrutiny reports and to check on progress on implementation of recommendations; Scheduling – to identify and agree potential topics for scrutiny; Information/Standing Item – to update/advise members on issues related to overview and scrutiny or regular committee item

				Protection (Cllr Ilott) invited to attend.
--	--	--	--	--

Items to be allocated				
Draft Local Plan 2012	To receive an update following the public consultation	Policy development	Adrian Colwell, Head of Strategic Planning and the Economy	Update provided in March Work Programme report
Commissioning of services to Banbury CAB	Undertake monitoring once new service arrangements in place 12 months.	Committee request	Chris Stratford, Head of Regeneration & Housing	
RAF Bicester	To receive an update on development proposals.	Committee request following initial consideration (September, 2012)	Calvin Bell – Director of Development	Update provided in April Work Programme report
Banbury Brighter Futures	To receive an update on the Banbury Brighter Futures Project	Committee request following initial consideration (September, 2012).	Ian Davies – Director of Community and	Report to July meeting. Lead

Key to Reason for Consideration:

Scrutiny review – agreed topics for consideration at committee meetings; Policy development – to support the development of Council Policy; Monitoring – to examine responses to scrutiny reports and to check on progress on implementation of recommendations; Scheduling – to identify and agree potential topics for scrutiny; Information/Standing Item – to update/advise members on issues related to overview and scrutiny or regular committee item

			Environment	Member for Banbury Brighter Futures (Cllr Donaldson) to be invited to attend, together with Lead Member for Housing Cllr Pickford)
Community Transport and Dial-a-Ride	Undertake monitoring after 12 months of operation; ascertain value received following addition contribution. Review to include report from the Oxfordshire Rural Community Partnership.	Committee request	Chris Rothwell, Head of Community Services	Report to July meeting.
Update on Empty Homes	To receive an update in 12 months on progress in bringing empty homes and other empty property back into use.	Committee request following consideration in March, 2013.	Chris Stratford – Head of Regeneration and Housing.	Report to March 2014
Housing Strategy	To review the Annual delivery plan in 6/12 months	Committee request following consideration in March, 2013.	Helen Town, Strategic Housing Officer	Report to September 2013 / March 2014
Presentation on Service Plans	To further review the Business Planning and Service Plan process, and identify a specific Service Plan for detailed scrutiny.	Committee request following consideration in March, 2013.	Claire Taylor – Corporate Performance Manager	Report to September 2013

Key to Reason for Consideration:

Scrutiny review – agreed topics for consideration at committee meetings; Policy development – to support the development of Council Policy; Monitoring – to examine responses to scrutiny reports and to check on progress on implementation of recommendations; Scheduling – to identify and agree potential topics for scrutiny; Information/Standing Item – to update/advise members on issues related to overview and scrutiny or regular committee item

Planning & Building Control Enforcement Service	To review the impact of the introduction of additional staffing resources on the performance of the Planning & Building Control Enforcement Service	Committee request following consideration in October, 2012 and January, 2013.	Andy Preston, Head of Public Protection and Development Manager.	Report to September 2013
--	---	---	--	--------------------------

Key to Reason for Consideration:

Scrutiny review – agreed topics for consideration at committee meetings; Policy development – to support the development of Council Policy; Monitoring – to examine responses to scrutiny reports and to check on progress on implementation of recommendations; Scheduling – to identify and agree potential topics for scrutiny; Information/Standing Item – to update/advise members on issues related to overview and scrutiny or regular committee item

Overview and Scrutiny Committee Terms of Reference

The Overview and Scrutiny Committee has overall responsibility for the performance of all overview and scrutiny functions (under Local Government Act 2000 and Local Government and Public Involvement in Health Act 2007) on behalf of the Council and ensuring its effectiveness.

- To consider and call in decisions relating to the discharge of Executive functions before those are put into effect. The Overview and Scrutiny Committee can ask the Executive to reconsider any such decision (or, exceptionally, refer it to Council).
- To consider decisions relating to the discharge of the Executive functions after they are put into effect.
- To consider the Forward Plan and comment as appropriate to the decision maker on key decisions (before they are taken by the Executive).
- To conduct reviews of policy, services and aspects of services where there is an identifiable need, by itself or through setting up a Task and Finish Group.
- To make suggestions on the development of policies and suggest new policies where appropriate.
- To work with or appoint representatives to work with other local authorities and organisations to carry out joint scrutiny.
- To assist the Executive in the development of the Budget and Policy Framework.
- To receive and consider recommendations on issues requiring scrutiny in terms of wellbeing powers of Local Government Act 2000 and Local Government and Public Involvement in Health Act 2007 and, where appropriate, establishing Task and Finish Groups, or referring to the Resources and Performance Scrutiny Board, topics for scrutiny.
- To exercise the power assigned to a crime and disorder scrutiny committee (under the Local Government and Public Involvement in Health Act, 2007 and Police and Justice Act, 2006).
- To create Task and Finish Groups and set their terms of reference, in order to fulfill the overview and scrutiny requirements of the authority and the annual overview and scrutiny work programme.
- To receive reports, presentations and updates in order to scrutinise the Executive's priorities for and its performance in the year.
- To review and scrutinise the performance of the Executive, Executive Portfolio Holders, and appropriate officers both in relation to individual decisions and over time.
- To approve an annual overview and scrutiny work programme, including the power to request and receive the work programme of the Resources and Performance Scrutiny Board and Task and Finish Groups it appoints so as to ensure that their time is effectively and efficiently utilised and that the potential for duplication of effort is minimised.

Overview and Scrutiny Work Programme 2012-13

- To produce a unified annual report for the whole scrutiny process, with sections provided by the Resources and Performance Scrutiny Board and each of the Task and Finish Groups.
- To allocate money from approved overview and scrutiny budgets for its own use, and upon request to the Resources and Performance Scrutiny Board and Task and Finish Groups to support them in meeting their objectives and further the overview and scrutiny work programme and development.
- The overview and scrutiny work programme will not include the following “excluded matters”:
 - a) Any matter relating to a decision on a specific planning application
 - b) Any matter relating to a decision on a specific licensing application
 - c) Any matter relating to an individual or entity in respect of which that individual or entity has a right of recourse to a review or right of appeal conferred by or under any enactment; including but not limited to:
 - Standards decisions and items which may be brought for decision;
 - Appeals decisions and items which may be brought for decision;
 - Breaches of the Constitution and its protocols e.g. Code of Conduct;
 - Matters relating to the terms and conditions of employment or conduct of individual or groups of staff or Members.
 - d) Any matter which is vexatious, discriminatory or not reasonable to be included in the agenda for, or to be discussed at, a meeting of the overview and scrutiny committee or at a meeting of a sub-committee of that committee.
 - e) Audit process and items which are likely to be considered by the Audit process.
 - f) Matters within the proper remit of the Section 151 and Monitoring Officers.
 - g) Matters relating to a particular identifiable service recipient or potential service recipient.
 - h) Complaints or matters before the courts or local government Ombudsman.
 - i) Contractual matters, other than performance monitoring and review, except with the agreement of the Executive.