

**Committee:** Resources and Performance Scrutiny Board  
**Date:** Tuesday 10 July 2012  
**Time:** 6.30 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

### Membership

<b>Councillor Nicholas Mawer (Chairman)</b>	<b>Councillor Douglas Webb (Vice-Chairman)</b>
<b>Councillor Alyas Ahmed</b>	<b>Councillor Maurice Billington</b>
<b>Councillor Patrick Cartledge</b>	<b>Councillor Margaret Cullip</b>
<b>Councillor Jon O'Neill</b>	<b>Councillor Neil Prestidge</b>
<b>Councillor Nigel Randall</b>	<b>Councillor Lawrie Stratford</b>
<b>Councillor Douglas Williamson</b>	<b>Councillor Sean Woodcock</b>

### Substitutes

<b>Councillor Andrew Beere</b>	<b>Councillor Surinder Dhesi</b>
<b>Councillor Mrs Diana Edwards</b>	<b>Councillor Tim Emptage</b>
<b>Councillor David Hughes</b>	<b>Councillor Alaric Rose</b>
<b>Councillor Rose Stratford</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 - 6)**

To confirm as a correct record the Minutes of the meeting of the Committee held on 12 June 2012.

### **5. Chairman of the Council's Allowance**

#### **Summary**

At the 16 May 2012 meeting of Council, members consider a report which proposed that the Chairman of the Council be paid an allowance. Council resolved to request the Resources and Performance Scrutiny Board to review the proposal and make recommendations to the July meeting of Council.

The Board considered the proposal at their 12 June 2012 meeting and agreed that, in principle, an allowance should be paid to the Council Chairman but resolved to defer framing recommendations to Council to enable further consideration of the matter with supplementary information.

The Democratic and Elections Manager will be present at the meeting to answer any specific questions. A supplementary briefing pack will be circulated to Members under separate cover.

#### **Recommendation**

The Resources and Performance Scrutiny Board is recommended to consider the information and to frame appropriate recommendations to Council.

### **6. Briefing on Street Cleansing Performance (Pages 7 - 10)**

#### **Summary**

At the 27 March 2012 Resources and Performance Scrutiny Board meeting, Members reviewed the 2011/12 Quarter 3 Performance Monitoring Framework (PMF). Members noted that the PMF indicated a reduction in customer satisfaction with street cleansing and requested that officers submit a briefin on the Council's street cleansing service.

A briefing note is attached and the Head of Environmental Services will be present at the meeting to answer any specific questions.

#### **Recommendation**

The Resources and Performance Scrutiny Board is recommended to consider the information and to determine if there any areas they wish to add to their work programme.

**7. Resources and Performance Scrutiny Board Work Programme 2012/13**  
(Pages 11 - 30)

Report of Head of Law and Governance

**Summary**

This report presents the Resources and Performance Scrutiny Board work programme 2012/13 for consideration.

**Recommendations**

The Resources and Performance Scrutiny Board is recommended:

- (1) To consider the Resources & Performance Scrutiny Board work programme 2012/13 as set out at Appendix 1 of the attached report.
- (2) To consider the update on the Oxfordshire Waste Partnership.
- (3) To consider the update of the Landscape Maintenance Contract.
- (4) To consider any comments arising from the meeting of the Finance Scrutiny Work Group.

**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](mailto:democracy@cherwellandsouthnorthants.gov.uk) or 01295 221589 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 Natasha Clark, Democratic and Elections  
natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

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

Published on Monday 2 July 2012

# Agenda Item 4

## Cherwell District Council

### Resources and Performance Scrutiny Board

Minutes of a meeting of the Resources and Performance Scrutiny Board held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 12 June 2012 at 6.30 pm

Present: Councillor Nicholas Mawer (Chairman)  
Councillor Douglas Webb (Vice-Chairman)

Councillor Alyas Ahmed  
Councillor Maurice Billington  
Councillor Patrick Cartledge  
Councillor Jon O'Neill  
Councillor Nigel Randall  
Councillor Lawrie Stratford  
Councillor Douglas Williamson  
Councillor Sean Woodcock

Substitute Members: Councillor Rose Stratford (In place of Councillor Margaret Cullip)

Apologies for absence: Councillor Margaret Cullip  
Councillor Neil Prestidge

Officers: James Doble, Democratic and Elections Manager (for agenda item 5)  
Natasha Clark, Team Leader, Democratic and Elections

#### 3 **Declarations of Interest**

There were no declarations of interest.

#### 4 **Urgent Business**

There was no urgent business.

#### 5 **Minutes**

The Minutes of the meetings held on 27 March 2012 and 26 May 2012 were agreed as a correct record and signed by the Chairman, subject to the following amendment to the Minutes of the meeting of 16 May 2012:

##### **Attendance**

Add Councillor Sean Woodcock to Members present

## **Chairman of the Council's Allowance**

The Chairman welcomed the Democratic and Elections Manager to the meeting and explained that at the 16 May 2012 meeting of Council, members consider a report which proposed that the Chairman of the Council be paid an allowance. Council resolved to request the Resources and Performance Scrutiny Board to review the proposal and make recommendations to the July meeting of Council.

The Democratic and Elections Manager advised the Board that the purpose of the allowance was to cover out of pocket expenses. At present the Council Chairman was able to claim expenses however this provision was infrequently used as it was time consuming and unclear what could and could not be claimed. The proposed allowance would be payable for the ceremonial role played by the Chairman, as permitted by the Local Government Act 1972. The Independent Remuneration Panel (IRP) had considered the payment of a special responsibility allowance (SRA) to the Council Chairman for the administrative part of the role but determined that it was relatively formulaic and therefore did not warrant an SRA. The IRP would review this again in 2012/13 as part of the annual review of Members' Allowance Scheme.

In considering the proposal to pay an allowance to the Council Chairman, Members agreed that an allowance should be paid and commented that whilst the proposal to the 16 May 2012 Council meeting to pay £2000 was a relatively modest sum, it was important to be transparent about what it would cover. The position of Council Chairman was a position of honour and no member should feel unable to accept the opportunity due to concerns about the potential personal financial cost.

Councillor Rose Stratford, a former Cherwell District Council Chairman, advised the Board that she had claimed travel expenses but not for expenditure at events such as buying raffle tickets. As Mayor of Bicester Town Council, a Mayor's allowance was included in the annual budget to cover all of the Mayor's expenditure excluding tickets for events which were paid for from a civic budget.

The Board noted the comments of the 2011/12 Cherwell District Council Chairman in relation to the proposal to pay a Chairman's allowance. Members agreed that it would be useful to have feedback from the five past Chairman on the expenses they have claimed, any out of pocket expense they incurred during their term of office and any additional comments to inform the Board's deliberations.

Members noted that information that had been circulated pertaining to allowances paid to Civic Heads at other local authorities and that this varied considerably. Members agreed that it would be useful to have further information from neighbouring district councils detailing what their Chairman's allowance covers and what other civic budgets they have.

In response to Members' questions on the Civic Ceremonial budget, the Democratic and Elections Manager provided clarification on the different elements of the budget and confirmed that he would liaise with Finance

Officers to seek to simplify the terminology which was currently open to misinterpretation.

In terms of the payment of a Special Responsibility Allowance to the Chairman under the Members' Allowance Scheme, Members agreed that they should include a recommendation asking the Independent Remuneration Panel to consider the payment of a special responsibility allowance to the Council Chairman for the administrative element of the role, i.e. chairing meetings.

In terms of the payment of an allowance to the Council Chairman for the civic element of the role, Members agreed that it was extremely important that a Scheme of Reference be developed to ensure transparency to the public about what was and was not covered by the allowance. The Scheme would also provide clarity for the Council Chairman.

Members agreed that, in principle, an allowance should be paid to the Council Chairman but resolved to defer framing recommendations to Council to enable further consideration of the matter with supplementary information. It was agreed that the 10 July 2012 meeting of the Performance Scrutiny Working Group would be changed to a full Resources and Performance Scrutiny Board meeting to enable timely further consideration of the proposal and recommendations to be submitted to the 16 July 2012 Council meeting.

### **Resolved**

- (1) That the 10 July 2012 meeting of the Performance Scrutiny Working Group be changed to a full meeting of the Resources and Performance Scrutiny Board to allow further consideration of the proposal to pay an allowance to the Chairman of the Council.
- (2) That the following supplementary information be provided to the 10 July 2012 meeting to inform the Board's deliberations: Feedback from the past five Cherwell District Council Chairman; Further information of the allowances claimed by the Council Chairman of neighbouring district councils; Proposals for a scheme of reference for what the Chairman's allowance should cover; and, a comparison of the work undertaken by the Chairman that would fall within a special responsibility allowance and that which would fall in the ceremonial role.

## **7 Draft Overview and Scrutiny Annual Report 2011/12**

The Chairman advised the Board that consideration of this item would be deferred to the 17 July 2012 meeting.

## **8 Appointment of Working Group Members**

The Board considered a report of the Head of Law and Governance which sought consideration of the appointment of Members to the Finance Scrutiny Working Group and Performance Scrutiny Working Group.

## **Resolved**

- (1) That the following Councillors be appointed to the Performance Scrutiny Working Group for 2012/13: Councillor Nicholas Mawer, Councillor Douglas Webb, Councillor Maurice Billington, Councillor Margaret Cullip, Councillor Neil Prestidge, Councillor Douglas Williamson and Councillor Sean Woodcock.
- (2) That the following Councillors be appointed to the Finance Scrutiny Working Group for 2012/13: Councillor Nicholas Mawer, Councillor Douglas Webb, Councillor Alyas Ahmed, Councillor Patrick Cartledge, Councillor Jon O'Neill, Councillor Nigel Randall and Councillor Lawrie Stratford.

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## **Resources and Performance Scrutiny Board Work Programme 2012/13**

The Board considered a report of the Head of Law and Governance which presented the draft Resources and Performance Scrutiny Board work programme 2012/13 for consideration.

The Chairman reminded the Board that one of the conclusions of the Resources and Performance Scrutiny Board budget scrutiny 2011/12 was that a Concessions Policy for the council should be developed however the budget 2012/13 process has determined that this will now feed into the budget 2013/14 process. The Board agreed that Councillors Lawrie Stratford, Maurice Billington and Nigel Randall be nominated to work with officers to develop the Policy. Councillor Sean Woodcock also expressed an interest in being involved in the policy development and that he be kept informed of progress to enable him to also contribute to the development of the policy.

Members noted that the Head of Finance and Procurement would be attending the 17 July 2012 meeting of the Board to brief Members on the Local Government Resources Review. This would also be an opportunity for Members to give consideration to the 2013/13 budget scrutiny process. The Board commented that they reviewed fees and charges bi-annually and that this was due to be included as part of the budget scrutiny programme this year.

In considering potential work programme items, Members suggested that a review of dial-a-ride and the commissioning of the provision of voluntary services (debt and money advice, services to increase volunteering and voluntary driving services) be reviewed at the appropriate time. The Board noted that this fell within the remit of the Overview and Scrutiny Committee and that the Team Leader – Democratic and Elections be requested to advise the Chairman of the Committee of the Board's view.

The Board noted that during consideration of agenda item 5, Chairman of the Council's Allowance, they had resolved that the 10 July 2012 meeting of the Performance Scrutiny Working Group would be changed to a full Resources and Performance Scrutiny Board meeting to enable timely further consideration of the proposal and recommendations to be submitted to the 16

July 2012 Council meeting. Members noted that the Head of Environmental Services was due to attend the Performance Scrutiny Working Group meeting to provide an update on the Oxfordshire Waste Partnership and agreed that he be requested to submit this to the Resources and Performance Scrutiny Board meeting. Additionally, Members agreed that the Head of Environmental Services be requested to also submit an update on the Landscape Maintenance contract and a briefing on street cleansing to this meeting.

**Resolved**

- (1) That the Resources & Performance Scrutiny Board work programme 2012/13 be noted.
- (2) That the Head of Environmental Services be requested to provide an update on the Oxfordshire Waste Partnership, the Landscape Maintenance contract and a briefing on street cleansing to the 10 July 2012 Resources and Performance Scrutiny Board meeting.
- (3) That Councillors Lawrie Stratford, Nigel Randall and Maurice Billington be nominated to work with officers on the development of a Concessions Policy for the Council and that Councillor Sean Woodcock be kept informed of the development of the Policy.
- (4) That the proposed work programmes of the Performance Scrutiny Working Group and Finance Scrutiny Working Group be noted.
- (5) That the Team leader – Democratic and Elections be requested to advise the Overview and Scrutiny Committee Chairman of the Board's view that a review of dial-a-ride and the commissioning of the provision of voluntary services (debt and money advice, services to increase volunteering and voluntary driving services) be undertaken at the appropriate time as part of the Overview and Scrutiny Committee work programme.

The meeting ended at 8.05 pm

Chairman:

Date:

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**Agenda Item 6**  
**Resources and Performance**  
**Scrutiny Board**  
**Briefing Note**



**DISTRICT COUNCIL**  
**NORTH OXFORDSHIRE**

**Subject:** Street Cleansing - Performance

**Head of Service / Officer Responsible** Ed Potter, Head of Environmental Services

<p><b>Reason for Briefing Note and Background</b></p>	<p>To receive a briefing on the Council's street cleansing service</p> <p>The 2011/12 Quarter 3 Performance Management Framework indicated a reduction in customer satisfaction with street cleansing had reduced. Members requested that officers brief Members on this issue at a Board meeting.</p>
<p><b>Head of Service Comments</b></p>	<p>The Street Cleansing service carries out a wide range of activities including litter picking, litter bin emptying, sweeping of roads and pavements, fly tip removal &amp; emptying dog bins in villages and in the three urban centres.</p> <p>To keep the district clean a combination of operational performance, education and enforcement is employed.</p> <p>The team is made up of a Street Cleansing Manager, two Street Cleansing supervisors and around 26 staff operating from the two depots.</p> <p><u>Keeping the district clean</u></p> <p>Urban centres – the three urban centres receive 7 day/week attention.</p> <p>In Banbury there are Street Cleansing activities from 06.00 to 18.00 Monday-Friday. At the weekends 06.30 – 16.00</p> <p>In Bicester there are Street Cleansing activities from 06.00 to 18.00 Monday – Friday. At the weekends Street Cleansing staff are present for around 7 hours each day.</p> <p>In Kidlington there are Street Cleansing activities from 07.30 to 16.30 Monday – Friday. At the weekends Street Cleansing staff are present for at least three hours each day.</p> <p>The residential areas are kept clean by dividing up the urban areas in to zones usually covered by one Street Cleansing staff member operating in a vehicle. The member of staff is responsible for keeping his zone clean and has the necessary equipment and skills to ensure standards are kept high. Performance is monitored by the Street Cleansing supervisors.</p> <p>The principals followed are that areas which need cleaning are cleaned. Areas which do not need cleaning are inspected but not cleaned. Hence individual</p>

roads are not litter picked on fixed frequencies but when they need cleaning.

Neighbourhood blitz events are carried out in urban areas. Usually four or five Neighbourhood blitz events take place each year. Each event covers a defined area and is planned before. Each event involves a number of participants including Street Wardens, Landscape services, Councillors etc. The aim of each blitz is to identify areas which require additional cleaning, to commit extra resources and bring areas back to a high standard. The blitz events also aim to engage local areas to take pride in their area and to encourage residents to help maintain good cleanliness standards.

The villages are cleaned three times per year. Two dedicated gangs one in the North and one in the South clean the village. The gangs usually work closely with the large mechanical sweepers.

#### Mechanical sweepers

Mechanical sweepers operate to keep the district clean and to remove detritus build up.

There are two large mechanical sweepers which tend to cover the villages and main roads.

There are two small mechanical sweepers which cover the urban centres and the residential areas in the urban centres. In addition there is a sub - compact sweeper which covers Banbury town centre, residential areas and tight access areas

#### Verges

The verges on main roads and the roads between villages are litter picked on a regular basis. The 'A' roads are litter picked monthly, the B roads three monthly and the unclassified roads when needed but at least on an annual basis. The A34 is the most difficult road to keep clean and the verges are cleaned early on Sunday mornings with the use of Traffic Management

#### Gum removal & Graffiti removal

Long term contracts exist for both activities although increasingly graffiti is removed by the Street Cleansing team using wipes and a pressure washer. The contractor is only used for large amounts of graffiti and for removing from difficult surfaces.

The gum removal contractor is called in to clean the centre of Banbury and Bicester each year. On average the centre of Kidlington is cleaned every other year. Usually the central areas are cleaned prior to In Bloom competitions.

#### Recycling

On street recycling bins exist in all three urban centres. Most of the Street Cleansing vehicles are caged vehicles which are split with one compartment for recycling and one for litter

## Supporting activities – education and enforcement

To try and stop litter occurring educational activities are carried out. Our two litter wardens deliver 'Major Sparkle ' to primary schools. The Major Sparkle programme concentrates on an anti litter message but also covers recycling and energy efficiency.

Litter patrols take place several times per week and 75 – 90 fixed penalty notices(FPN) are issued each year. Each FPN is £75 although it is reduced to £50 if paid within 7 days. Where FPNs are not paid prosecution for littering is pursued. 23 successful litter prosecutions for litter have been achieved since 2008.

All fly tips are investigated and until last year fly tips had substantially reduced from 670 in 2008/09 to 420 in 2010/11. In 2011/12 there was a small rise in fly tip numbers. Several successful; prosecutions for fly tipping are achieved each year.

At the end of 2011/12 and into 2012/13 the number of fly tips involving tyres seemed to have substantially grown.

## Customer satisfaction

### Annual satisfaction survey

The annual customer satisfaction survey has shown consistent rises in satisfaction levels until 2011

2006 59%  
2007 63%  
2008 66%  
2009 67%  
2010 72%  
2011 64%

A customer satisfaction survey used on bulky waste customers asks about satisfaction levels with Street Cleansing – the returns for last year are set out below 2011/12 Satisfaction survey on Street Cleansing taken from bulky waste customers

	Level of Satisfaction		Level of Satisfaction
April	87%	October	85%
May	87%	November	82%
June	87%	December	81%
July	88%	January	74%
August	80%	February	81%
September	79%	March	90%

### Actions since the last Customer satisfaction survey

The fall in customer satisfaction in 2011 has been difficult to understand. There appears to be no fall in Street Cleansing standards and in some areas standards are still increasing.

	<p>To test out standards, Cherwell have entered the Clean Britain awards. This involves a days unannounced independent inspection sometime during July or August. The result of this award will be known in mid- September and a report will be received.</p> <p>Since the survey the profile of the service has been increased through increased press releases, through more articles in Cherwell Link and ensuring the few areas which can get dirty (which are often on private land) get attended to quickly. In addition Neighbourhood blitz events have been broadened to try and involve more organisations and individuals.</p> <p>The results of the 2012 Customer satisfaction survey will be known in September 2012</p>
<b>Documents Attached</b>	None
<p><b>Completed by: Ed Potter, Head of Environmental Services      Date: 29 June 2012</b></p> <p><b>Presented to: Resources and Performance Scrutiny Board      Date: 10 July 2012</b></p>	

## Resources & Performance Scrutiny Board

### Resources & Performance Scrutiny Board Work Programme 2012/13

10 July 2012

### Report of Head of Law and Governance

#### PURPOSE OF REPORT

This report presents the Resources and Performance Scrutiny Board work programme 2012/13 for consideration.

This report is public

#### Recommendations

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The Resources and Performance Scrutiny Board is recommended:

- (1) To consider the Resources & Performance Scrutiny Board work programme 2012/13 as set out at Appendix 1 of the attached report.
- (2) To consider the update on the Oxfordshire Waste Partnership.
- (3) To consider the update of the Landscape Maintenance Contract.
- (4) To consider any comments arising from the meeting of the Finance Scrutiny Work Group.

#### Details

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- 1 Resources and Performance Scrutiny Board Work Programme 2012/13**
  - 1.1 The Resources and Performance Scrutiny Board Work Programme 2012/13 is attached at appendix 1.
  - 1.2 Each future agenda item includes an overview of the item and reason for consideration by the Board.

## **Work Programme Items**

- 1.3 Board Members may wish to suggest other items for inclusion on the work programme during 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 Board should also reflect on the demands that scrutiny reviews place on the resources in the individual service areas.
- 1.4 The Board 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.

## **2 Partnership Scrutiny: Oxfordshire Waste Partnership**

- 2.1 In 2010/11 the Board scrutinised the Council's role in Oxfordshire Waste Partnership. The Board agreed to retain the item on the work programme to monitor.
- 2.2 The financial arrangements of the Partnership are included on the Council's Risk Register which is reported to the Executive and Accounts, Audit and Risk Committee for monitoring purposes. The Oxfordshire Waste Partnership has been rated as "amber" (net rating) in Quarters 2 and 3. Financial arrangements exist to regulate funds flowing between the collection authorities in Oxfordshire and the disposal authority (Oxfordshire County Council). These are legally binding, however Oxfordshire County Council has indicated that it is not prepared to continue all of the payments in the future which could threaten the partnership.
- 2.3 Discussions regarding the financial arrangements have commenced involving strategic directors and finance officers.
- 2.4 An update briefing note on the Partnership is attached at Appendix 2. The Head of Environmental Services will to present at the meeting for this item.

### **3 Contract Scrutiny: Landscape Maintenance Contract**

- 3.1 In January 2011 the Board nominated officers to work with officers on the procurement of a revised landscape maintenance contract. The Board requested to receive an update on the performance of service in light of the award of contract.
- 3.2 An update briefing note on the contract is attached at Appendix 3. The Head of Environmental Services will to present at the meeting for this item.

### **4 Performance Scrutiny Working Group (PSWG)**

- 4.1 The PSWG meeting scheduled for 10 July 2012 has been replaced by a full meeting of the Resources and Performance Scrutiny Board.
- 4.2 The PSWG would have considered the 2011/12 year end performance monitoring report. This has been circulated to Members for their information.

### **5 Finance Scrutiny Working Group (FSWG)**

- 5.1 The FSWG met on 3 July 2012 and reviewed the 2011/12 year end finance monitoring report.
- 5.2 Members of the FSWG will advise the Board of any issues that may require further consideration.

### **6 Future Meetings Schedule**

<b>Resources &amp; Performance Scrutiny Board</b>	17 July 2012, 6.30pm 4 September 2012, 6.30pm 9 October 2012, 6.30pm 20 November 2012, 6.30pm 15 January 2013, 6.30pm 5 March 2013, 6.30pm 16 April 2013, 6.30pm
<b>Finance Scrutiny Working Group</b>	18 September 2012, 6.30pm 4 December 2012, 6.30pm 19 February 2013, 6.30pm
<b>Performance Scrutiny Working Group</b>	25 September 2012, 6.30pm 1 December 2012, 6.30pm 26 February 2013, 6.30pm
<b>Overview and Scrutiny Committee</b>	24 July 2012, 6.30pm 11 September 2012, 6.30pm

	16 October 2012, 6.30pm 27 November 2012, 6.30pm 22 January 2013, 6.30pm 12 March 2013, 6.30pm 23 April 2013, 6.30pm
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## Implications

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**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 overstretched. 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

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Each scrutiny review will identify the wards affected

## Corporate Plan Themes

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Each scrutiny review will identify the relevant corporate plan themes

## Document Information

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Appendix No	Title
Appendix 1	Resources and Performance Scrutiny Board Work Programme 2012/13
Appendix 2	Briefing Note – Oxfordshire Waste Partnership Update
Appendix 3	Briefing Note – Landscape Maintenance Contract Update

<b>Background Papers</b>	
None	
<b>Report Author</b>	Natasha Clark, Team Leader, Democratic & Elections
<b>Contact Information</b>	01295 221589 natasha.clark@cherwellandsouthnorthants.gov.uk

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# Resources and Performance Scrutiny Board Work Programme 2012/2013

(Updated: 2 July 2012)

Item	Description	Reason for Consideration	Contact Officer	Further Action / Note
<b>Date of Meeting: 10 July 2012</b>				
<b>Review of Proposal to pay an Allowance to the Chairman of the Council</b>	To consider the proposal to pay and allowance to the Chairman of the Council and make recommendations to the July Council meeting	Scrutiny review – referral from Council held on 16 May 2012 and deferred from meeting of 12 June to allow for consideration of further information	Natasha Clark, Team Leader – Democratic & Elections	Recommendations from review to July Council meeting
<b>Contracts Review: Landscape Maintenance</b>	To receive an update on service performance following the award of contract	Monitoring - In January 2011 the Board nominated officers to work with officers on the procurement of a revised landscape maintenance contract. The Board requested to receive an update on the performance of service in light of the award of contract.	Ed Potter, Head of Environmental Services	Included in work programme report
<b>Street Cleansing</b>	To receive a briefing on the Council's street cleansing service	Scrutiny review – The Quarter 3 Performance Management Framework indicated a reduction in customer	Ed Potter, Head of Environmental Services	

**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

Item	Description	Reason for Consideration	Contact Officer	Further Action / Note
		satisfaction with street cleansing had reduced		
<b>Partnership Scrutiny: Oxfordshire Waste Partnership</b>	To receive an update on the Oxfordshire Waste Partnership	Monitoring - In 2010/11 the Board scrutinised the Council's role in Oxfordshire Waste Partnership. The Board agreed to retain the item on the work programme to monitor.	Ed Potter, Head of Environmental Services	Included in work programme report
<b>R&amp;PSB Work Programme 2012/13</b>	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
<b>Date of Meeting: 17 July 2012</b>				
<b>Local Government Resources Review</b>	To receive a briefing on the Local Government Resources Review	Scrutiny review – this briefing serves as an introduction to the budget scrutiny 2013/14 and will assist Members in agreeing the approach	Karen Curtin, Head of Finance and Procurement	
<b>Draft Overview and Scrutiny Annual Report</b>	To consider the draft Overview and Scrutiny Annual Report	Information/Standing Item – constitutional requirement for the Overview and Scrutiny Committee to produce an Annual Report, this is an opportunity for the R&PSB to comment on the draft report	Natasha Clark, Team Leader – Democratic & Elections	
<b>Admin Support Services (Restricted Item)</b>	To consider admin support services	Scrutiny review – During the 2012/13 budget scrutiny, the R&PSB was advised a review of administrative resources would be	Stephanie Rew, HR Manager	

**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

Item	Description	Reason for Consideration	Contact Officer	Further Action / Note
		undertaken in due course and requested that they consider this item		
<b>Draft R&amp;PSB Work Programme 2012/13</b>	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
<b>Date of Meeting: 4 September 2012</b>				
<b>Draft R&amp;PSB Work Programme 2012/13</b>	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
<b>Budget Scrutiny 2013/14</b>	The process and timeframe for budget scrutiny will be determined in due course, but Board Members are keen to commence in September. As part of the 2012/13 budget scrutiny, the R&PSB agreed they would like to consider Disabled Facilities Grants and fees and charges	Scrutiny review – the R&PSB undertakes budget scrutiny annually	Karen Curtin, Head of Finance & Procurement	To include Disabled Facilities Grants review and fees and charges review
<b>Date of Meeting: 9 October 2012</b>				
<b>Draft R&amp;PSB Work Programme 2012/13</b>	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	

**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

Item	Description	Reason for Consideration	Contact Officer	Further Action / Note
<b>Date of Meeting: 20 November 2012</b>				
<b>Draft R&amp;PSB Work Programme 2012/13</b>	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
<b>Date of Meeting: 15 January 2013</b>				
<b>Draft R&amp;PSB Work Programme 2012/13</b>	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
<b>Date of Meeting: 5 March 2013</b>				
<b>Draft R&amp;PSB Work Programme 2012/13</b>	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
<b>Date of Meeting: 16 April 2013</b>				
<b>Draft R&amp;PSB Work Programme 2012/13</b>	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	

**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

Item	Description	Reason for Consideration	Contact Officer	Further Action / Note
<b>Items to be allocated</b>				
<b>Partnership Scrutiny: Oxfordshire Rural Community Council (ORCC)</b>	To receive an update on progress against the recommendations arising out of the R&PSB review of the scrutiny review of the Council's partnership with ORCC in 2009/10	Monitoring – progress against recommendations accepted by Executive in April 2010	Chris Rothwell – Head of Community Services	
<b>Contracts Review: Spiceball Sports Centre</b>	To nominate Members to work with officers during the procurement process	Scrutiny review - During the 2012/13 budget scrutiny, the Board noted that the contract would be reviewed in 2012/13 and requested that officers attend a meeting of the R&PSB at the appropriate time and members of the Board be nominated to work with officers on the procurement process.	TBC	
<b>Tourist Information Centres / Courtyard</b>	To be reviewed as part of the 2012/13 work programme	Scrutiny Review - During the budget scrutiny, the Board agreed to make no recommendation in this area but recognised the reduction in support costs. The Board agreed that this should be added to their 2012/13 work programme to undertake a review.	TBC	
<b>Banbury Museum</b>	To be reviewed as part of the 2013/14 work programme	Scrutiny Review - During the budget scrutiny, the Board agreed to make no recommendation in this area as it had been subject to a value for money review	TBC	

**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

Item	Description	Reason for Consideration	Contact Officer	Further Action / Note
		and implementation of trust status considered. It was agreed that this item should be added to the work programme for 2013/14.		

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



**DISTRICT COUNCIL  
NORTH OXFORDSHIRE**

**Subject:** Partnership Scrutiny – Oxfordshire Waste Partnership (OWP)

**Head of Service /  
Officer Responsible** Ed Potter, Head of Environmental Services

<p><b>Reason for Briefing Note and Background</b></p>	<p>To receive an update on the Oxfordshire Waste Partnership.</p> <p>In 2010/11 the Board scrutinised the Council’s partnership with Oxfordshire Rural Community Council. All of the Board’s recommendations were accepted by the Executive in April 2010.</p> <p>The Board agreed to retain the item on the work programme to monitor.</p> <p>The financial arrangements of the Partnership are included on the Council’s Risk Register which is reported to the Executive and Accounts, Audit and Risk Committee for monitoring purposes. The Oxfordshire Waste Partnership has been rated as “amber” (net rating) in Quarters 2 and 3. Financial arrangements exist to regulate funds flowing between the collection authorities in Oxfordshire and the disposal authority (Oxfordshire County Council). These are legally binding, however Oxfordshire County Council has indicated that it is not prepared to continue all of the payments in the future which could threaten the partnership.</p> <p>Discussions regarding the financial arrangements have commenced involving strategic directors and finance officers. The Board requested that an update be provided to Members in due course.</p>
<p><b>Head of Service Comments</b></p>	<p>The financial arrangements that exist in the OWP were developed to encourage collection authorities to invest in collection systems to reduce the amount of waste having to go to landfill.</p> <p>At the time the financial arrangements were developed a Landfill Allowance Trading System (LATS) existed. This national system set targets for waste diversion from landfill. Under LATS, for every tonne of waste going to landfill, beyond a target, a fine of £150/tonne would have to be paid. With Oxfordshire County Council not having alternative waste facilities to landfill, the critical LATS target year of 2013 would not be achieved without a step change in collection authority performance.</p> <p>Consequently a financial mechanism was devised to reward collection authorities for outperforming landfill targets and to penalise collection authorities for underperforming.</p> <p>The attached from the last OWP meeting shows the targets and payments for authorities for 2011/12.</p>

	<p>The targets for diversion for the financial model were based on a 40% recycling rate in 2010, 45% in 2015 and 55% in 2020.</p> <p>In 2011/12 all collection surpassed the 45% target of 2015 and all bar Oxford City passed the 55% target of 2020. Hence the financial reward system has been successful in encouraging collection authorities to invest in new collection systems with all Oxfordshire authorities collecting food waste.</p> <p>The payments by the County Council to the collection authorities have been around £1m/year. These payments are less than if the collection authorities had not invested and the County Council had had to pay for more waste to go to landfill.</p> <p>The County Council have stated that they would like to reduce these payments from April 2013.</p> <p>The Oxfordshire waste strategy is up for review in summer 2012. To continue with the current targets of 45% for 2015 and 55% for 2020 when more than 60% is already being achieved would not be a sensible approach. However if the targets are increased for instance to 65% in 2015 and 70% in 2020 the amount paid in rewards would be substantially reduced.</p> <p>The other change since the last strategy document in 2007 is that LATS no longer exists.</p> <p>Hence it is likely that the current reward and penalty system in the financial system is out of date.</p> <p>The issue has been considered by the OWP and no immediate solution has been found.</p> <p>The issue has been passed to the Oxfordshire Treasurers Association since any change may affect the medium term finances of partner councils.</p> <p>A paper on the issue is being taken forward to the Chief Executives in mid- July before going forward to the Leaders group. It is expected that the issue will come back to the Oxfordshire Waste Partnership after responses from the Chief Executives and Leaders have been considered.</p>
<p><b>Documents Attached</b></p>	<p>The financial arrangements for 2011/12</p>
<p><b>Completed by: Ed Potter, Head of Environmental Services</b>      <b>Date: 29 June 2012</b></p> <p><b>Presented to: Resources and Performance Scrutiny Board</b>      <b>Date: 10 July 2012</b></p>	

Financial Arrangements payments 2011/12 - Adjusted Outturn Position

Monthly Weighting (average contribution to annual residual waste total)

	April	May	June	July	August	September	October	November	December	January	February	March	Total
Average	8.80%	8.89%	9.13%	8.95%	8.52%	8.70%	8.16%	7.69%	7.32%	8.34%	7.15%	8.35%	100.00%

Monthly performance tracker

Residual waste	2011-12	April	May	June	July	August	September	October	November	December	January	February	March	Total
Target	29,387	2,586.06	2,612.50	2,683.03	2,630.14	2,503.77	2,556.67	2,397.98	2,259.86	2,151.13	2,450.88	2,101.17	2,453.81	29,387.00
Actual	23,920	1,989.90	1,936.59	1,992.53	1,933.85	2,031.14	2,053.63	1,799.70	2,018.36	2,019.10	2,128.44	1,912.19	2,104.30	23,919.73
Variance	5,467	596.16	675.91	690.51	696.28	472.63	503.04	598.28	241.50	132.03	322.44	188.98	349.51	5,467.27
Reward/penalty per tonne	£ 21.54	£ 12,841	£ 14,559	£ 14,873	£ 14,998	£ 10,181	£ 10,835	£ 12,887	£ 5,202	£ 2,844	£ 6,945	£ 4,071	£ 7,529	£ 117,765
Residual waste	2011-12	April	May	June	July	August	September	October	November	December	January	February	March	Total
Target	29,075	2,558.60	2,584.77	2,654.55	2,602.21	2,477.19	2,529.53	2,372.52	2,235.87	2,128.29	2,424.86	2,078.86	2,427.76	29,075.00
Actual	24,130	1,939.97	2,001.39	2,114.16	2,048.55	2,072.77	2,073.71	1,870.25	1,987.08	2,073.32	2,016.79	1,900.73	2,031.64	24,130.35
Variance	4,945	618.63	583.37	540.39	553.67	404.42	455.82	502.27	248.79	54.97	408.07	178.13	396.12	4,944.65
Reward/penalty per tonne	£ 21.54	£ 13,325	£ 12,566	£ 11,640	£ 11,926	£ 8,711	£ 9,818	£ 10,819	£ 5,359	£ 1,184	£ 8,790	£ 3,837	£ 8,532	£ 106,508
Residual waste	2011-12	April	May	June	July	August	September	October	November	December	January	February	March	Total
Target	28,200	2,481.60	2,506.98	2,574.66	2,523.90	2,402.64	2,453.40	2,301.12	2,168.58	2,064.24	2,351.88	2,016.30	2,354.70	28,200.00
Actual	15,543	1,327.48	1,180.06	1,153.03	1,217.92	1,369.64	1,474.99	1,157.12	1,257.08	1,197.54	1,495.92	1,270.03	1,442.66	15,543.49
Variance	12,657	1,154.12	1,326.92	1,421.63	1,305.98	1,033.00	978.41	1,144.00	911.50	866.70	855.96	746.27	912.04	12,656.51
Reward/penalty per tonne	£ 21.54	£ 24,860	£ 28,582	£ 30,622	£ 28,131	£ 22,251	£ 21,075	£ 24,642	£ 19,634	£ 18,669	£ 18,437	£ 16,075	£ 19,645	£ 272,621
Residual waste	2011-12	April	May	June	July	August	September	October	November	December	January	February	March	Total
Target	25,336	2,194.67	2,298.07	2,347.82	2,290.68	2,191.61	2,231.89	2,115.93	1,982.58	1,844.89	2,073.70	1,788.88	2,113.89	25,474.62
Actual	12,196	895.72	985.57	1,140.67	1,015.28	939.35	974.72	1,030.46	1,096.69	1,031.49	1,128.88	933.53	1,024.06	12,196.42
Variance	13,140	1,298.95	1,312.50	1,207.15	1,275.40	1,252.26	1,257.18	1,085.47	885.89	813.40	944.82	855.35	1,089.83	13,278.20
Reward/penalty per tonne	£ 21.54	£ 27,979	£ 28,271	£ 26,002	£ 27,472	£ 26,974	£ 27,080	£ 23,381	£ 19,082	£ 17,521	£ 20,351	£ 18,424	£ 23,475	£ 286,013
Residual waste	2011-12	April	May	June	July	August	September	October	November	December	January	February	March	Total
Target	22,743	2,001.38	2,021.85	2,076.44	2,035.50	1,937.70	1,978.64	1,855.83	1,748.94	1,664.79	1,896.77	1,626.12	1,899.04	22,743.00
Actual	16,178	1,296.11	1,255.09	1,367.24	1,263.22	1,310.90	1,445.24	1,286.16	1,364.85	1,367.44	1,488.61	1,311.84	1,420.84	16,177.54
Variance	6,565	705.28	766.76	709.20	772.27	626.81	533.40	569.67	384.08	297.35	408.16	314.28	478.20	6,565.46
Reward/penalty per tonne	£ 21.54	£ 15,192	£ 16,516	£ 15,276	£ 16,635	£ 13,501	£ 11,490	£ 12,271	£ 8,273	£ 6,405	£ 8,792	£ 6,770	£ 10,300	£ 141,420
Residual waste	2011-12	April	May	June	July	August	September	October	November	December	January	February	March	Total
Target	134,741	11,857.21	11,978.47	12,301.85	12,059.32	11,479.93	11,722.47	10,994.87	10,361.58	9,863.04	11,237.40	9,633.98	11,250.87	134,741.00
Actual	91,968	7,449.18	7,358.72	7,767.62	7,478.83	7,723.80	8,022.29	7,143.69	7,724.06	7,688.89	8,258.64	7,328.32	8,023.50	91,967.53
Variance	42,773	4,408.03	4,619.76	4,534.23	4,580.49	3,756.13	3,700.18	3,851.18	2,637.52	2,174.15	2,978.76	2,305.66	3,227.37	42,773.47
Reward/penalty per tonne	£ 21.54	£ 94,949	£ 99,510	£ 97,667	£ 98,664	£ 80,907	£ 79,702	£ 82,954	£ 56,812	£ 46,831	£ 64,162	£ 49,664	£ 69,518	£ 921,340

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**DISTRICT COUNCIL  
NORTH OXFORDSHIRE**

**Resources and Performance  
Scrutiny Board  
Briefing Note**

**Subject:** Contract Review: Landscape Maintenance Contract

**Head of Service /  
Officer Responsible** Ed Potter, Head of Environmental Services

<p><b>Reason for Briefing Note and Background</b></p>	<p>To receive an update on the Council’s landscape maintenance contract.</p> <p>In January 2011 the Board nominated officers to work with officers on the procurement of a revised landscape maintenance contract. The Board requested that they receive an update on the performance of service in light of the award of contract.</p>
<p><b>Head of Service Comments</b></p>	<p><b>1. HISTORY</b></p> <ul style="list-style-type: none"> <li>a) Tender exercise carried out 2005</li> <li>b) New contract documentation</li> <li>c) Evaluation – Cost : Quality</li> <li>d) Continental Landscapes winning tenderer</li> <li>e) Contract Awarded 2006</li> <li>f) Initial Contract term 2006-2012</li> <li>g) Option to extend to 2015</li> </ul> <p><b>2. SERVICE LEVEL, AGENCY &amp; CONTRACT AGREEMENTS</b></p> <ul style="list-style-type: none"> <li>a) SLA – Bicester Town Council</li> <li>b) SLA – Kidlington Parish Council</li> <li>c) AA – Oxfordshire County Council</li> <li>d) CA – Parkwood Community Leisure Ltd</li> </ul> <p><b>3. OFFICER TIME ALLOCATED TO CONTRACT MANAGEMENT</b></p> <p>Staff responsible for managing the Landscape Maintenance Contract:</p> <ul style="list-style-type: none"> <li>20% Street Scene &amp; Landscape Manager</li> <li>20% Landscape Officer North</li> <li>20% Landscape Officer South</li> <li>20% Arboricultural Officer North</li> <li>20% Arboricultural Officer South</li> </ul>

#### **4. CONTRACT MANAGEMENT METHODS**

Site Inspections  
Contractor's daily whereabouts reports  
Contractor's web site works programme  
Joint site meetings  
Formal monthly contract meetings  
Customer feedback  
Client feedback  
Correction & Default Notices

#### **5. FINANCIAL DEDUCTIONS**

Where performance has not been up to the contract standard, financial deductions have been applied, using the Default Procedure as specified in the contract conditions, the reductions in payments have been:

Year 1 - 2006/2007 - £5630  
Year 2 - 2007/2008 - £11508.47  
Year 3 - 2008/2009 - £5925.12  
Year 4 - 2009/2010 - £15826.26  
Year 5 - 2010/2011 - £11280.26  
Year 6 - 2011/2012 - £15038.47

#### **6. CONTRACTOR PERFORMANCE**

a) Although there have been some operation issues over the last six years, hence the deductions made above, Continental Landscapes have performed generally to a consistently high standard and as a result of their performance CDC has good levels of customer satisfaction, and Banbury, Bicester and Kidlington Councils have had great success in both the Regional and National Britain in Bloom competitions.

Year 1 - 2006/2007 - 97%  
Year 2 - 2007/2008 - 98%  
Year 3 - 2008/2009 - 97%  
Year 4 - 2009/2010 - 99%  
Year 5 - 2010/2011 - 99%  
Year 6 - 2011/2012 - 98%

#### **7. CONTRACT EXTENSION**

Following on from the Value for Money and the Comprehensive Spending Review, recommendations went to the Executive on the 6 December 2010 who agreed to the three year extension of the existing Landscape Maintenance Contract until 2015.

#### **8. UPDATE SINCE LAST SCRUTINY COMMITTEE 10/01/2011**

a) Consult with existing Clients and retain commitment to CDC providing their Landscape Maintenance Service for a further 3 years. **COMPLETED,**

all agreed committed to CDC providing the Landscape Maintenance Service until 31 March 2015.

- b) Consult with Banbury with regard to CDC providing their Landscape Maintenance Service for the next 3 years. **COMPLETED**, unfortunately Banbury Town Council did not want to join the CDC contract. However, end dates of both contracts have been aligned to keep options open for the future.
- c) Explore jointly with Continental Landscapes any further opportunities to reduce costs within the contract. **COMPLETED**, on top of the savings previously achieved, Cleansing of parks and open spaces has been removed from the contract and is now being provided In-House by Environmental Services. This has delivered savings for CDC and our Clients in the region of £50,000
- d) Formally issue contract extension notification to Continental Landscapes. **COMPLETED.**
- e) Remove all Cleansing Operations from inventory of sites maintained by Continental Landscapes, on the 31 March 2012, through formal contract amendments. **COMPLETED.**

#### 9. ONGOING WORK

- a) Continue to monitor/manage the performance of Continental Landscapes Ltd to ensure the contract standards are met.
- b) Embed cleansing function with Environmental Services.
- c) Continue to look for more efficient ways to provide the Landscape Service.

#### 10. BREAKDOWN OF EXPENDITURE OVER THE LAST THREE YEARS.

##### a) SCHEDULED GROUNDS MAINTENANCE COST PER AUTHORITY

Year	2010/2011	2011/2012	2012/2013
<b>Cherwell District Council</b>	<b>£244303</b>	<b>£228003</b>	<b>£216773</b>
<b>Oxfordshire County Council</b>	<b>£103712</b>	<b>£123472</b>	<b>£122098</b>
<b>Bicester Town Council</b>	<b>£251625</b>	<b>£261226</b>	<b>£225713</b>
<b>Kidlington Parish Council</b>	<b>£40383</b>	<b>£43343</b>	<b>£40544</b>
<b>Parkwood Community Leisure</b>	<b>£947</b>	<b>£997</b>	<b>£1033</b>
<b>TOTAL SCHEDULED WORK</b>	<b>£640,970</b>	<b>£657,041</b>	<b>£606,161</b>

**b) OTHER ONE OFF VARIATION ORDER WORKS**

<b>Year</b>	<b>2010/2011</b>	<b>2011/2012</b>	<b>2012/2013</b>
<b>CDC – Arboricultural</b>	<b>£105765</b>	<b>£97813</b>	<b>£105395</b>
<b>CDC – Landscape</b>	<b>£46197</b>	<b>£38089</b>	<b>£29430</b>
<b>Client – Arboricultural</b>	<b>£15876</b>	<b>£30585</b>	<b>£20500</b>
<b>Client – Landscape</b>	<b>£1973</b>	<b>£1630</b>	<b>£1750</b>
<b>TOTAL VARIATION WORK</b>	<b>£169,811</b>	<b>£168,117</b>	<b>£157,075</b>

**c) TOTAL CONTRACT VALUE**

<b>TOTAL</b>	<b>£810,781</b>	<b>£825158</b>	<b>£763236</b>
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**Documents Attached**

None

**Completed by: Ed Potter, Head of Environmental Services****Date: 29 June 2012****Presented to: Resources and Performance Scrutiny Board****Date: 10 July 2012**