

Resources and Performance Scrutiny Board Work Programme 2012/2013

(Updated: 30 May 2012)

Item	Description	Reason for Consideration	Contact Officer	Further Action / Note
Date of Meeting: 12 June 2012				
Review of Proposal to pay an Allowance to the Chairman of the Council	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	Natasha Clark, Team Leader – Democratic & Elections	Recommendations from review to July Council meeting
Draft Overview and Scrutiny Annual Report	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	
Appointments to Scrutiny Working Groups	To appoint members of the R&PSB to the Finance Scrutiny Working Group and Budget Working Group	Information/Standing Item – annual appointment to Working Group	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

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Concessions Policy	To nominate Members to work with officers on the development of a Concessions Policy	Policy development - This will now feed into the budget 2013/14 process	TBC	Included in work programme report
Draft R&PSB Work Programme 2012/13	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
Date of Meeting: 17 July 2012				
Local Government Resources Review	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	
Admin Support Services (Restricted Item)	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 undertaken in due course and requested that they consider this item	Stephanie Rew, HR Manager	
Contracts Review: Landscape Maintenance	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	Ed Potter, Head of Environmental Services	

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		of contract.		
Street Cleansing	To receive a briefing on the Council's street cleansing service	Scrutiny review – The Quarter 3 Performance Management Framework indicated a reduction in customer satisfaction with street cleansing had reduced	Ed Potter, Head of Environmental Services	Officer availability may require this item to be deferred to 4 September
Draft R&PSB Work Programme 2012/13	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
Date of Meeting: 4 September 2012				
Draft R&PSB Work Programme 2012/13	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
Date of Meeting: 9 October 2012				
Draft R&PSB Work Programme 2012/13	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	

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Date of Meeting: 20 November 2012				
Draft R&PSB Work Programme 2012/13	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
Date of Meeting: 15 January 2013				
Draft R&PSB Work Programme 2012/13	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
Date of Meeting: 5 March 2013				
Draft R&PSB Work Programme 2012/13	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	
Date of Meeting: 16 April 2013				
Draft R&PSB Work Programme 2012/13	To consider the draft Resources and Performance Scrutiny Board work programme	Standing item – to review the work programme	Natasha Clark, Team Leader – Democratic & Elections	

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Items to be allocated				
Budget Scrutiny 2013/14	The process and timeframe for budget scrutiny will be determined in due course. 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	Natasha Clark, Team Leader – Democratic & Elections / Finance - TBC	To include Disabled Facilities Grants review and fees and charges review
Partnership Scrutiny: Oxfordshire Rural Community Council (ORCC)	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	
Contracts Review: Spiceball Sports Centre	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	
Tourist Information Centres / Courtyard	To be reviewed as part of the 2012/13 work programme	Scrutiny Review - During the budget scrutiny, the Board agreed to make no	TBC	

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		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.		
Banbury Museum	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 and implementation of trust status considered. It was agreed that this item should be added to the work programme for 2013/14.	TBC	

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