

Overview and Scrutiny Committee

Draft Overview and Scrutiny Committee Work Programme 2012/13

19 June 2012

Report of Head of Law and Governance

PURPOSE OF REPORT

This report presents the draft 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 Forward Plan 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.

Details

1 Draft Overview and Scrutiny Committee Work Programme 2012/13

- 1.1 The draft 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 Forward Plan

- 2.1 As part of the monthly work programme report, the Committee reviews the Forward Plan 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 Forward Plan items at an early stage of the decision making process.
- 2.2 The Forward Plan 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 Forward Plan 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 Forward Plan and consider whether to include them on the work programme for 2012/13.
- 2.4 At the time of writing this report, the current version of the Forward Plan is June – September 2012 and can be found at:
- 2.5 The July – October 2012 Forward Plan will be published on 15 July 2012. All Members receive email notification upon publication.

3 Potential Work Programme Items

- 3.1 The Chairman has suggested the following items as potential work programme items for 2012/13.

- Eco Bicester: A Garden City of the Future

This was considered and endorsed by Executive at their meeting of 28 May 2012 (report attached as appendix 3).

The Chairman has suggested that the Committee could play a role in exploring the potential of garden city designation for Bicester.

- Community Safety Issues

To review how community safety issues are considered within planning applications and change of use e.g. parking.

- Banbury Brighter Futures

The Committee received a briefing of the Banbury Brighter Futures project in January 2011. The project remains a key project for the Council.

A report providing an update on Banbury Brighter Futures will be submitted to Executive in July 2012. The report will be circulated to Members as soon as it is available.

The Lead Member for Banbury Brighter Futures and the Director of Community and Environment have indicated that they will be able to attend the Committee's September meeting to brief Members on the project.

- 3.2 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.

- 3.3 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.

4 Future Meetings Schedule

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

Overview and Scrutiny Committee	19 June 2012, 6.30pm 24 July 2012, 6.30pm 11 September 2012, 6.30pm
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	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
Resources & Performance Scrutiny Board	12 June 2012, 6.30pm 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

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	Draft Overview and Scrutiny Committee Work Programme 2012/13
Appendix 2	Overview and Scrutiny Committee Terms of Reference
Appendix 3	Report to Executive (28 May 2012): "Eco Bicester: A Garden City of the Future?"
Background Papers	
None	
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