

# Overview and Scrutiny Committee

## Potential Work Programme items - 2013/2014

(Updated: 17 May 2013)

Item	Description	Reason for Consideration	Contact Officer	Further Action / Note
<b>National Benefit Changes</b>	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 to meeting in September, 2013 following previous consideration (September, 2012 and April, 2013)	Karen Curtin, Head of Finance and Procurement; Belinda Green, Benefits Manager	Lead Member for Financial Management (Cllr Atack) to be invited to attend.
<b>Commissioning of services to Banbury CAB</b>	Undertake monitoring once new service arrangements in place 12 months.	Committee request	Chris Stratford, Head of Regeneration & Housing	
<b>RAF Bicester</b>	To receive an update on development proposals.	Committee request following initial consideration (September, 2012)	Calvin Bell – Director of Development	Update to be provided following Officers meetings with Bicester Heritage

**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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<b>Banbury Brighter Futures</b>	To receive an update on the Banbury Brighter Futures Project – including advice regarding any impact resulting from the introduction of Universal Credit.	Committee request following initial consideration (September, 2012).	Ian Davies – Director of Community and Environment	Report to July meeting. Lead Member for Banbury Brighter Futures (Cllr Donaldson) to be invited to attend, together with Lead Member for Housing Cllr Pickford)
<b>Community Transport and Dial-a-Ride</b>	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.
<b>Update on Empty Homes</b>	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
<b>Housing Strategy</b>	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
<b>Presentation on Service</b>	To further review the Business Planning and Service Plan process, and identify a specific	Committee request following consideration	Claire Taylor – Corporate	Report to

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<b>Plans</b>	Service Plan for detailed scrutiny.	in March, 2013.	Performance Manager	September 2013
<b>Planning &amp; Building Control Enforcement Service</b>	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
<b>Wind Turbines and their locations</b>	To receive an update regarding the Council's Planning Policy in respect of Wind Turbines, and their locations.	Committee request arising April, 2013	TBC	
<b>CDC Employment Initiatives</b>	To review the effectiveness of the various employment initiatives introduced by the Council.	Committee request arising April, 2013	TBC	
<b>Concessions Policy</b>  <i>From former Resources &amp; Performance Scrutiny Board work programme</i>	To work on concessions principles would be ongoing with a view to a policy being implemented in due course.	Policy Development – As part of a 2012/13 budget scrutiny process, Members had identified the need for a consistent approach to concessions across the authority. As part of the 2013/14 budget scrutiny process this work had begun, nominated Board Members had met with Finance Officers to review the concessions currently offered by the Council and third parties. It had been noted that there were discrepancies, and focus should be on	Karen Curtin, Head of Finance and Procurement.	The concessions review can only give guidance for services delivered by CDC, and guide through Service Level Agreements for third party providers. An equality impact

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		developing overarching principles, taking into consideration services CDC delivers, services externally delivered, and which groups were currently in receipt of concessions.		assessment will need to be undertaken.
<b>Contract Scrutiny: Landscape Maintenance Contract</b>  <i>From former Resources &amp; Performance Scrutiny Board work programme</i>	To receive updates as appropriate and potentially nominate members to be involved in the procurement of the landscape maintenance contract	Scrutiny review – contract scrutiny	Ed Potter, Head of Environmental Services	
<b>Electronic Document and Records Management (EDRM)</b>  <i>From former Resources &amp; Performance Scrutiny Board work programme</i>	To receive updates as appropriate on the Electronic Document and Records Management (EDRM) project	Scrutiny and Monitoring – this arose from the former Resources & Performance Scrutiny Board budget scrutiny 2013/14 work	Jo Pitman, Head of Transformation and Gareth Jones, ICT Manager	

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