

Overview and Scrutiny Committee

Work Programme items - 2014/2015

(Updated: July 2014)

Item	Description	Reason for / Date of next Consideration	Contact Officer	Further Action / Note
Customer Insight (Q4) (July)	To undertake regular review of customer complaints and feedback, and ensure issues are addressed.	Committee decision arising September, 2013. Next consideration due – July, 2014.	Caroline French, Corporate Policy Officer	Councillor Mallon (Lead Member for Performance and Communications) invited to attend the Committee.
Commissioning of services to Banbury CAB; including Community Transport and Dial-a-Ride (September)	Undertake monitoring of new service arrangements (Volunteering / coordinating role; giving advice; Voluntary Driver scheme) to ascertain value received following addition contribution.	Committee request. Next consideration due – September, 2014.	Chris Stratford, Head of Regeneration & Housing; and Chris Rothwell, Head of Community Services	The Housing Needs Manager, Countryside and Communities Manager, OCC Transport Coordinator and Banbury CAB Chief Executive to be invited to attend a future meeting to advise further on the various elements of the contract.

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

Appendix 1

Item	Description	Reason for / Date of next Consideration	Contact Officer	Further Action / Note
Q1 Performance Monitoring Report (September)	Regular review of Performance	Monitoring by Committee. Next consideration due – September, 2014.	Louise Tustian, Senior Performance and Improvement Officer	Lead Member for Performance and Communications to be invited to attend.
Annual Customer Insight Report (November)	To receive the annual Customer Insight Report, reviewing customer complaints and feedback, and ensuring issues are addressed.	Regular monitoring by the Committee. Next consideration due – November, 2014.	Caroline French, Corporate Policy Officer	Relevant Lead Member for to be invited to attend.
Q2 Performance Monitoring Report (November)	Regular review of Performance	Monitoring by Committee. Next consideration due – November, 2014.	Louise Tustian, Senior Performance and Improvement Officer	Relevant Lead Member for to be invited to attend.
Draft Business Plans / Service Plans (2015/16) (January, 2015)	Review of process and identification of specific Service area to scrutinise.	Committee decision. Next consideration due – January, 2015.	Louise Tustian, Senior Performance and Improvement Officer	Relevant Lead Member for to be invited to attend.

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Review of Local Plan process (to include consideration of wind turbines and their locations, and the application of the fracturing ('Fracking') mining technique. (January, 2015)	Upon completion of the Local Plan examination, to review the process, and consider lessons learnt for future, similar projects.	Request from Cllr Woodcock with support of Executive. Committee decision to incorporate consideration of wind turbine and fracturing issues – June, 2014. Date of next consideration – January, 2015.	Adrian Colwell, Head of Strategic Planning and the Economy.	The Local Plan inquiry has been suspended for 6 months pending a request for further information. This review should not take place until after the examination is complete (December, 2014).
Q3 Performance Monitoring Report (February, 2015)	Regular review of Performance	Monitoring by Committee. Next consideration due – February, 2015.	Louise Tustian, Senior Performance and Improvement Officer	Relevant Lead Member for to be invited to attend.
Air Quality (TBC)	To review monitoring across the District, and review progress of Hennef Way Action Plan objectives.	Report to future meeting advising on how objectives being met and measures Council would consider appropriate if current monitoring shows action needed - following consideration by O&S Committee - October, 2012, May, 2013 and Jan 2014. Next consideration to take place following consideration	Sean Gregory Environmental Protection Officer	Relevant Lead Member to be invited to attend. Subject raised with Oxfordshire County Council's Cherwell Localities Meeting as possible item for consideration.

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		by Oxfordshire County Council's Cherwell Localities Meeting.		
Management of the self-build element of the Graven Hill Development (TBC)		Committee request arising February, 2014. Next consideration – TBC.	Karen Curtin (Director (Bicester))and Helen Town (Delivery Manager)	Committee Members to be identified to complete scoping document.
Recycling (TBC)	To consider a scoping document regarding a potential review of the Councils recycling activities	Committee request arising June, 2014. Next consideration – TBC.	TBC	Cllrs Bell and Hughes to prepare scoping document for consideration by the Committee.
Youth Engagement (TBC)	To consider a scoping document regarding a potential review of the Councils Youth Engagement activities.	Committee request arising June, 2014. Next consideration – TBC.	TBC	Cllrs Sames and Williams to prepare scoping document for consideration by the Committee.
Items retained on Work Programme for update via Briefing Notes				
Update on Empty Homes (July)	Update on progress in bringing empty homes and other empty property back into use	Originally considered by former Overview and Scrutiny Committee in March, 2013. Update via Briefing Note – July 2014	Chris Stratford (Head of Regeneration and Housing)	Regular update as requested by Committee members – for information only.

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