

Overview and Scrutiny Committee

Work Programme items - 2014/2015

(Updated: August 2014)

Item	Description	Reason for / Date of next Consideration	Contact Officer	Further Action / Note
Commissioning of services to Banbury CAB (including Community Transport), and Dial-a-Ride (September)	Undertake monitoring of new service arrangements through CAB contract (Volunteering / coordinating role; debt and money advice; Volunteer Driver scheme) and Dial-a-Ride service to ascertain value received following additional 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, and Banbury CAB Chief Executive invited to attend the September meeting to advise further on the various elements of the contract. Lead Member for Urban and Rural Services invited to attend.

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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Item	Description	Reason for / Date of next Consideration	Contact Officer	Further Action / Note
Overview of Service Plan process (September)	Overview presentation to Committee on Service plan process.	Committee request arising July, 2014. Next consideration – September, 2014	Louise Tustian, Senior Performance and Improvement Officer	Lead Member for Performance and Communications invited to attend.
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 invited to attend.
Annual Customer Insight Report (September)	To receive the annual Customer Insight Report, reviewing customer complaints and feedback, and ensuring issues are addressed.	Regular monitoring by the Committee.	Caroline French, Corporate Policy Officer	Lead Member for Performance and Communications invited to attend.
Youth Engagement (September)	To consider a scoping document regarding a potential review of the Councils Youth Engagement activities.	Committee request arising June, 2014. Next consideration – September, 2014.	TBC	Scoping document prepared by Cllrs Sames and Williams for consideration by the Committee.

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Dial-a-Ride scheme - Future (October)	Undertake monitoring of Dial-a-Ride service.	Committee request. Next consideration due – October, 2014.	Chris Rothwell, Head of Community Services	The Countryside and Communities Manager and OCC Transport Coordinator to be invited to attend to advise on the future of the scheme
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.
Website (November)	To consider a scoping document regarding a potential review of the Council’s website	Committee request arising July, 2014. Next consideration – November, 2014	TBC	Cllrs Edwards, Hughes and Lawrie Stratford to prepare scoping document for consideration by the Committee.
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	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

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		- October, 2012, May, 2013 and Jan 2014. Next consideration to take place following consideration by Oxfordshire County Council's Cherwell Localities Meeting.		consideration.
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.
Report and proposed actions from LGA Study into Business Growth (TBC)	Item from Executive Work Programme (August to November, 2014)	Committee request arising July, 2014. Next consideration – TBC	TBC	

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Oxfordshire Growth Board (TBC)	Initial briefing on work of the Oxfordshire Growth Board	Committee request arising July, 2014. Next consideration – TBC	TBC	
Items retained on Work Programme for update via Briefing Notes				
No items currently retained on Work Programme for update via Briefing Notes	N/A	N/A	N/A	N/A

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