

Planning the scrutiny review

(Use this form to plan the work of a Task & Finish Group)

Oxfordshire Rural Community Council (ORCC)

<p>Purpose of Review Specify exactly what the Scrutiny Review should achieve and refer where possible to VFM issues of service cost, service performance and/or customer satisfaction.</p>	<ul style="list-style-type: none"> • To establish an understanding of the work of Rural Community Councils • To receive information on the structure and organisation of ORCC • To establish a better understanding of the relationship between CDC and ORCC • To review and understand the funding arrangements • To determine whether the partnership provides value for money for Cherwell and meets the goals of both partners • To determine the extent to which the partnership meets the needs of the residents, businesses and parish councils in the rural areas
<p>Indicators of Success What factors/outcomes will demonstrate that this Scrutiny Review has been a success.</p>	<p>Improved service delivery from:</p> <ul style="list-style-type: none"> • Clarity on the roles/relationships within the partnership • a clear statement of objectives and goals for delivery in 2010 (and beyond) • Clarity on the funding arrangements • Understand any contra indicators for partnership working and resolve a way forward • Produce a final report and agreed actions.
<p>Methodology/ Approach What types of enquiry will be used to gather evidence</p>	<ul style="list-style-type: none"> • Committee based Q&A sessions to interview CDC officers and ORCC staff • Site visits/public meetings to villages to seek views of rural communities • Briefing sessions on specific topics (e.g. funding) • Desk top review and interviews to identify alternative approaches and possible best practice
<p>Target body for Recommendations Executive, Council, Other/Partners</p>	<ul style="list-style-type: none"> • Executive/Council • ORCC
<p>Key dates Identify key meeting dates and any deadlines for reports or decisions</p>	<p>21 July ~ initial briefing from CDC (Grahame Helm re transport) and Chris Rothwell (re villages) Aug/Sept ~ visits to villages with Kevin Lerner & ORCC staff ~ topic based briefing sessions ~ interviews/meetings with other councils / groups using</p>

	<p>ORCC services</p> <p>22 Sept ~ follow up briefing to review findings, financial data</p> <p>20 October ~ witness Q&A session with ORCC Chief Executive and CDC PfH and Strategic Director.</p> <p>November ~ report & recommendations to Executive/ORCC</p>
<p>Risks Identify any weaknesses and barriers to success</p>	<ul style="list-style-type: none"> • Resource constraints in CDC • Resource constraints within ORCC • Manage expectations and concerns of ORCC and public
<p>Witnesses/ Experts/ Site Visits Who, why and when</p>	<ul style="list-style-type: none"> • CDC: PfH, Strategic Director, Service Heads & Team Leaders, Finance, Member representative serving on ORCC (outside body) • ORCC: Chief Executive and operational staff • Cherwell village representatives &/or public • Other councils / users of ORCC services • Other local authorities
<p>Publicity & Media Do we need to publicise the review to encourage community involvement? what sort of media coverage do we want? Fliers, leaflets, radio broadcast, press-release, etc.</p>	<ul style="list-style-type: none"> • Will this review be subject to a press embargo? No • CDC press contact: Craig Forsyth • Spokesperson for Scrutiny Review: Cllr Clarke
<p>Resources & Budget</p> <ul style="list-style-type: none"> • specialist staff • external support • consultation • research 	<p>Expect to manage within existing CDC resources.</p>

<p>Completed by: Catherine Phythian / Natasha Clark</p>	<p>Date: July 2009</p>
<p>Approved by Resources and Performance Scrutiny Board: R&PSB</p>	<p>Date: 21 July 2009</p>