**Review of Scrutiny Work Programme 2014 - 2015**

This programme represents the work of Scrutiny, including panel work and Committee items. The work programme is divided under the following headings:

1. Standing Panels
2. Review Groups and Ad hoc Panels in progress
3. Potential Review Panels (to be established if and when resources allow)
4. Items for Scrutiny Committee meetings
5. Draft Scrutiny Committee agenda schedule
6. Items called in and Councillor calls for action
7. Items referred to Scrutiny by Council

Appendices

*Appendix 1 – Finance Panel work programme*

*Appendix 2 – Housing Panel work programme*

*Appendix 3 – DRAFT suggested 2015-16 work programme items (long list)*

*Appendix 4 – Scrutiny activity in numbers for 2014-15*

1. **Standing Panels**

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| --- | --- | --- |
| **Topic** | **Area(s) for focus** | **Nominated councillors (no substitutions allowed** |
| Finance Panel – All finance issues considered within the Scrutiny Function. | See appendix 1 | Councillors Simmons (Chair), Darke, Fooks and Fry |
| Housing – All strategic and landlord issues considered within the Scrutiny Function. | See appendix 2 | Councillors Hollick (Chair), Sanders, Smith and Wade  Co-opted Member – Linda Hill |

1. **Review groups and ad hoc panels in progress**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Topic** | **Scope** | **Progress** | **Next steps** | **Nominated councillors** |
| Thames Water investment to improve flooding | To continue engagement with Thames Water Utilities (TWU) at a senior level to ensure delivery of the agreements reached. | TWU catchment study commences in April 2015. | First oversight meeting to be arranged for summer 2015 | Councillors Darke (Chair) Pressel, Thomas and Goddard |
| Inequality | To review how the City Council contributes to combatting harmful inequality in Oxford, and whether there is more that could reasonably be done. | The Group has one final evidence gathering session remaining and has begun its deliberations. | Final evidence gathering in public on 16 April. Recommendations to be agreed on 30 April. | Councillor Coulter (Chair), Gant, Lloyd-Shogbesan and Thomas |
| Recycling rates | To review of recycling and waste data rates, and consider community incentives and other recycling initiatives. | Site visit to Cowley Marsh depot held on 16 February. Bid made for DCLG Recycling Reward Scheme funding. | Awaiting comparison data and outcome of bid for government funding. | Councillor Fry (Chair), Simmons & Hayes |
| Local economy | 1. Mitigate disruption to the city centre economy while major developments are taking place and improve communications. 2. Minimise the time shop units are left empty, and improve the appearance of empty units. | Updates on the work of the Town Team and initial written evidence have been reviewed. The Group has also received feedback from Town Team members on what they would like to see happen. | Group to consider a draft report on 13 May. Meeting with one or more Town Team steering groups TBA. | Councillor Fry (Chair), Darke, Benjamin & Gotch |
| Cycling | To review how the City Council can make best use of unallocated investments and produce a costed list of priority schemes. | Scope signed off by Scrutiny Committee. Cycling groups and officers have been invited to meetings on 14 April and 12 May. | To develop, refine and cost a list of priority schemes. | Councillors Upton (Chair), Gant, Hayes, Pressel & Wolff |

1. **Potential Review Groups – to be established when resources allow**

|  |  |
| --- | --- |
| **Topic** | **Progress** |
| Neighbourhood working | Not started – suggest this is carried over into 2015-16. |

**Indicative scrutiny review timeline 2014-2015 (does not include ad hoc review panels)**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Review** | **Sept** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **April** | **May** | **June** | **July** |
| Budget Scrutiny |  |  |  |  |  |  |  |  |  |  |  |
| Inequalities |  |  |  |  |  |  |  |  |  |  |  |
| Local economy |  |  |  |  |  |  |  |  |  |  |  |
| Cycling |  |  |  |  |  |  |  |  |  |  |  |

|  |  |
| --- | --- |
|  | Scoping |
|  | Evidence gathering and review |
|  | Reporting |

1. **Items for Committee meetings (in no particular order)**

|  |  |
| --- | --- |
| **Topic** | **Progress** |
| Discretionary Housing Payments | Completed – carry forward |
| Performance monitoring | Completed |
| Educational attainment investment | Completed |
| Fusion Lifestyle contract performance | Completed |
| Research on the effects of welfare reform | Completed |
| Clean streets | Completed |
| Living Wage | Completed |
| New controls over anti-social behaviour | Completed |
| Low Carbon Oxford | Carried forward – item scheduled for 2 July 2015 Finance Panel |
| Community and Neighbourhood services | Completed |
| Activities for older residents and preventing isolation | Completed |
| Individual voter registration | Completed |
| Taxi Licencing | Carried forward – item scheduled for 30 June 2015 Scrutiny Committee |
| Forward Plan items | Completed |

1. **Draft Scrutiny Committee Agenda Schedule**

|  |  |  |
| --- | --- | --- |
| **Date** | **Agenda Item** | **Lead Member / Officer(s)** |
| *2 June 2015* | 1. *Oxfutures* 2. *Proposed Lease and Monitoring Arrangements for Community Centres (pre-scrutiny)* 3. *Oxford Railway Station Redevelopment (pre-scrutiny)* 4. *Local Economy scrutiny report* | *Mairi Brookes*  *Mark Spriggs*  *Fiona Piercy*  *Cllr James Fry* |
| *30 June 2015* | 1. *Taxi licencing* | *Julian Alison* |

***Further dates dates: 7 September, 6 October, 2 November, 8 December, 12 January, 2 February, 7 March, 5 April***

1. **Items called in and Councillor calls for action**

|  |  |
| --- | --- |
| **Topic** | **Progress** |
| Sale of Temple Cowley Pool | Completed |

1. **Items referred to Scrutiny by Council**

|  |  |
| --- | --- |
| **Topic** | **Progress** |
| Corporate peer challenge | Completed |

**Appendix 1 - Finance Panel work programme 2014-15**

**Items for Finance Panel meetings**

|  |  |
| --- | --- |
| **Suggested Topic** | **Progress** |
| Budget Scrutiny | Completed |
| Budget monitoring | Completed |
| Treasury Management | Completed |
| Capital process | Completed |
| Maximising European funding | Completed |
| Municipal / Local bonds | Completed |
| Ethical investment | Considered in other topics |
| Council tax exemptions | None – carry forward |

**Draft Finance Panel agenda schedule**

|  |  |  |
| --- | --- | --- |
| **Date and room (all 5.30pm, St. Aldate’s Room)** | **Agenda Item** | **Lead Officer(s)** |
| 28 April 2015 | 1. Budget monitoring – quarter 3 2. Capital Strategy (pre-scrutiny) 3. Draft European Funding report | Nigel Kennedy  Nigel Kennedy  Cllr Simmons / Andrew Brown |
| *2 July 2015* | 1. *Municipal/Local Bonds* 2. *Low Carbon Hub* 3. *Corporate Debt Policy (pre-scrutiny)* | *Steve Drummond (Low Carbon Hub), Aidan Brady or Christian Wall (Local Capital Finance Company)*  *Steve Drummond (Low Carbon Hub); Anna Winship*  *Nigel Kennedy* |

***Provisional 2015/16 Finance Panel dates: 2 July, 3 November, 14 January, 28 January & 7 April.***

**Appendix 2 - Housing Panel work programme 2014-15**

**Items for Housing Panel meetings**

|  |  |
| --- | --- |
| **Suggested Topic** | **Progress** |
| Performance monitoring | Completed – Carry forward |
| Housing Strategy | Completed |
| Increasing the provision of affordable housing | Considered in other topics - Housing Development delivery models item scheduled for 4 June Housing Panel |
| Homelessness | Completed |
| Rent arrears | Completed |
| STAR survey results | Completed |
| Tackling under-occupancy | Completed |
| Oxford Standard | Completed |
| Private sector licencing | Carried forward – item on Forward Plan for CEB in October 2015 |
| Unlawful dwellings | Completed |
| Repairs exemptions policy | None – CEB Report cancelled |
| De-designation of 40+ accommodation | Carried forward – item scheduled for 4 June Housing Panel |
| Sheltered Housing | Completed |
| Fuel Poverty | Completed |
| Supporting people | Completed |

**Draft Housing Panel Agenda Schedules**

|  |  |  |
| --- | --- | --- |
| **Date, room and time** | **Possible Agenda Items** | **Lead Officer(s)** |
| *4 June 2015, Plowman Room, 5pm (Provisional)* | 1. *De-designation review year 4* 2. *Asset Management Strategy (including the Oxford Standard) (pre-scrutiny)* 3. *Houses in Multiple Occupation (HMO) Licensing Scheme (pre-scrutiny)* 4. *Housing Development delivery models (pre-scrutiny)* | *Tom Porter*  *Martin Shaw*  *Adrian Chowns*  *TBC* |

***Provisional 2015/16 Housing Panel dates: 4 June, 9 September, 8 October, 9 December & 9 March.***

**Appendix 3 – DRAFT suggested 2015-16 work programme items (long list)**

|  |  |  |
| --- | --- | --- |
| **Topic** | **Suggested approach** | **Suggested / possible timing** |
| Neighbourhood working / community engagement | Review Group |  |
| How to improving the health of people in the city | Review Group / Scrutiny Committee item |  |
| The Oxford Transport Strategy / maintenance of roads and pavements | Review Group / Scrutiny Committee item |  |
| Mental health services | Review Group / Scrutiny Committee item |  |
| Educational Attainment | Review Group / Scrutiny Committee item |  |
| Taxi Licencing | Scrutiny Committee item | 30 June |
| Proposed Lease and Monitoring Arrangements for Community Centres | Scrutiny Committee (pre-scrutiny) | 2 June |
| Oxford Railway Station Redevelopment | Scrutiny Committee (pre-scrutiny) | 2 June (dependent on CEB timing) |
| Oxfutures | Scrutiny Committee item | 2 June (dependent on CEB timing) |
| Discretionary Housing Payments | Scrutiny Committee item | Mid-year |
| Public Communications / Consultation | Scrutiny Committee item |  |
| Graffiti | Scrutiny Committee item |  |
| Youth Ambition | Scrutiny Committee item |  |
| Performance Monitoring (corporate) | Scrutiny Committee items | Quarterly |
| Performance Monitoring (housing) | Housing Panel items | Quarterly |
| De-designation of 40+ accommodation | Housing Panel item | 4 June |
| Review of the Homelessness Action Plan 2013-18 | Housing Panel item | 9 September |
| Houses in Multiple Occupation (HMO) Licensing Scheme | Housing Panel (pre-scrutiny) | 4 June (dependent on CEB timing) |
| Housing Development delivery models | Housing Panel (pre-scrutiny) | 4 June (dependent on CEB timing) |
| Asset Management Strategy (including the Oxford Standard) (pre-scrutiny) | Housing Panel (pre-scrutiny) | 4 June (dependent on CEB timing) |
| Low Carbon Oxford | Finance Panel item | 2 July |
| Municipal/Local bonds | Finance Panel item | 2 July |
| Corporate Debt Policy | Finance Panel (pre-scrutiny) | 2 July |
| Budget monitoring | Finance Panel items | Quarterly |