

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

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

2. 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

3. 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)

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Review	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July
Budget Scrutiny	Scoping	Scoping	Scoping	Evidence gathering and review	Evidence gathering and review	Reporting					
Inequalities		Scoping	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Reporting	Reporting	
Local economy					Scoping	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Reporting
Cycling							Scoping	Evidence gathering and review	Evidence gathering and review	Evidence gathering and review	Reporting

Scoping
Evidence gathering and review
Reporting

4. 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

5. Draft Scrutiny Committee Agenda Schedule

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

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

6. Items called in and Councillor calls for action

Topic	Progress
Sale of Temple Cowley Pool	Completed

7. 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	<ol style="list-style-type: none"> 1. Budget monitoring – quarter 3 2. Capital Strategy (pre-scrutiny) 3. Draft European Funding report 	<p>Nigel Kennedy</p> <p>Nigel Kennedy</p> <p>Cllr Simmons / Andrew Brown</p>
2 July 2015	<ol style="list-style-type: none"> 1. <i>Municipal/Local Bonds</i> 2. <i>Low Carbon Hub</i> 3. <i>Corporate Debt Policy (pre-scrutiny)</i> 	<p><i>Steve Drummond (Low Carbon Hub), Aidan Brady or Christian Wall (Local Capital Finance Company)</i></p> <p><i>Steve Drummond (Low Carbon Hub); Anna Winship</i></p> <p><i>Nigel Kennedy</i></p>

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)
<p><i>4 June 2015, Plowman Room, 5pm (Provisional)</i></p>	<ol style="list-style-type: none"> <i>1. De-designation review year 4</i> <i>2. Asset Management Strategy (including the Oxford Standard) (pre-scrutiny)</i> <i>3. Houses in Multiple Occupation (HMO) Licensing Scheme (pre-scrutiny)</i> <i>4. Housing Development delivery models (pre-scrutiny)</i> 	<p><i>Tom Porter</i></p> <p><i>Martin Shaw</i></p> <p><i>Adrian Chowns</i></p> <p><i>TBC</i></p>

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

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