

Date: 7 March 2007

TO: All Members of the Scrutiny
Committee
FOR ATTENDANCE

Members are reminded to bring with them to the meeting their copy of the Executive Agenda and draft Minutes for the meeting held on 2 March 2007.

TO: All Other Members of the Council
FOR INFORMATION

Dear Sir/Madam

Your attendance is requested at a meeting of the **SCRUTINY COMMITTEE** to be held in the **GUILDHALL, ABINGDON** on **THURSDAY, 15TH MARCH, 2007** at **7.00 PM**.

Yours faithfully

Terry Stock
Chief Executive

Members are reminded of the provisions contained in Part 2 of the Local Code of Conduct, and Standing Order 34 regarding the declaration of Personal and Prejudicial Interests.

A G E N D A

Open to the Public including the Press

A large print version of this agenda is available. Any background papers referred to may be inspected by prior arrangement. Contact Jason Lindsey, Democratic Services Officer, on telephone number (01235) 540306.

Map and Vision

(Page 5)

A map showing the location of the venue for this meeting, together with a copy the Council Vision are attached.

1. Notification of Substitutes and Apologies for Absence

To record the attendance of Substitute Members, if any, who have been authorised to attend in accordance with the provisions of Standing Order 17(1), with notification having been given to the proper Officer before the start of the meeting and to receive apologies for absence.

2. Minutes

(Pages 6 - 9)

To adopt and sign as a correct record the public minutes of the Meeting of the Scrutiny Committee held on 15 February 2007.

3. Declarations of Interest

To receive any declarations of Personal or Personal and Prejudicial Interests in respect of items on the agenda for this meeting.

In accordance with Part 2 of the Local Code of Conduct and the provisions of Standing Order 34, any Member with a personal interest must disclose the existence and nature of that interest to the meeting prior to the matter being debated. Where that personal interest is also a prejudicial interest, then the Member must withdraw from the room in which the meeting is being held and not seek improperly to influence any decision about the matter unless he/she has obtained a dispensation from the Standards Committee.

4. Urgent Business and Chairman's Announcements

To receive notification of any matters, which the Chairman determines, should be considered as urgent business and the special circumstances, which have made the matters urgent, and to receive any announcements from the Chairman.

5. Statements and Petitions from the Public Under Standing Order 32

Any statements and/or petitions from the public under Standing Order 32 will be made or presented at the meeting.

6. Questions from the Public Under Standing Order 32

Any questions from members of the public under Standing Order 32 will be asked at the meeting.

7. Referrals under the Overview and Scrutiny Procedure Rules or the Budget and Policy Framework Procedure Rules

To receive Referrals under the Overview and Scrutiny Procedure Rules or the Budget and Policy Framework Procedure Rules (if any).

8. Responses of and References from the Executive

To consider any responses of the Executive to reports of this Committee, together with any references for consideration by this Committee, as follows:-

Executive – 2 March 2007

Best Value Performance Indicators - Performance against the top and bottom quartile 2005/06

RESOLVED

that the Scrutiny Committee be invited to ensure that procedures are in place to ensure there is no positive discrimination against employing women as top earners (BVPI 11a).

9. **Corporate Governance - Third Quarter 2006/07**

(Pages 10 - 12)

To receive and consider report 158/06 of the Directors, considered by the Executive on 2 March 2007. **Members are asked to bring their copy of this report with them to the meeting, a copy of which was attached to the Executive Agenda sent to all Members of the Committee previously.**

Copies of commentaries received from Executive Members are attached.

10. **Best Value Performance Indicators – Performance against Top and Bottom Quartile 2005-06**

To receive and consider report 159/06 of the Strategic Director and Monitoring Officer, considered by the Executive on 2 March 2007. **Members are asked to bring their copy of this report with them to the meeting, a copy of which was attached to the Executive Agenda sent to all Members of the Committee previously.**

Recommendation

That Members note the Council's performance against the national top and bottom quartile results for 2005-06 and that active management of Best Value Performance Indicators is undertaken through the Corporate Governance Reporting process.

11. **Sickness Absence Procedures/Processes - Revised Policy**

The Scrutiny Committee has been interested in the sickness levels at the Council and has previously been provided with statistics and a report on the use of the Bradford Factor in Absence Management. This report follows the Managing Sickness Absence Report presented by the Assistant Director (Human Resources) in September 2006.

The Committee has requested the new Proposed Absence Policy to be submitted for consideration, before adoption. The Absence Policy, together with the new Proposed Capability Policy (sent separately to Members of the Scrutiny Committee) which is referred to in the Absence Policy will be considered by the Personnel, Regulatory and Appeals Committee on 29 March 2007.

Recommendation

The Committee is asked to note that this matter will be considered by the Personnel, Regulatory and Appeals Committee on 29 March 2007.

12. **Staff Turnover**

To review the latest staff turnover statistics. The details are set out in the Corporate Governance Report at Agenda Item 9.

13. **Performance on the Collection of Rent Arrears - Council Property**

At the meeting of Scrutiny on 14 December 2006, it was agreed to ask for a report to the March meeting on performance with the collection of rent arrears for Council property. Unfortunately,

due to staff absences and the pressure of other work, the Head of Property Services is unable to collate the necessary information for the March meeting. The information will be sent to Members of the Committee outside of the meeting (before the District Election in May).

14. Role and Workings of the Committee

Members are asked to consider what comments or advice (if any) they may wish to give to the incoming Council on the role and workings of the Scrutiny Committee.

15. Review the Activity of the Executive

To review the activity of the Executive and consider any references to this Committee. Members are requested to bring with them to this meeting the agenda and draft minutes of the Executive meeting held on 2 March 2007.

16. Exclusion of the Public, including the Press

The Chair to move that in accordance with Section 100A(4) of the Local Government Act 1972, the public, including the press, be excluded from the remainder of the meeting to prevent the disclosure to them of exempt information, as defined in Section 100(I) and Part 1 of Schedule 12A, as amended, to the Act when the following items are considered:

Item 17 Minutes
(Category 1 - Information relating to any individual.)
(Category 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information.)

17. Minutes

(Pages 14 - 15)

To adopt and sign as a correct record the exempt minutes of the meeting of the Scrutiny Committee held on 15 February 2007.