

Date: 4 February 2009

TO: All Members of the Scrutiny  
Committee  
FOR ATTENDANCE

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, 12TH FEBRUARY, 2009** at **7.00 PM**.

***Could Members please bring to the meeting the Executive Agenda for 6 February 2009, and the draft minutes of that meeting, which will be circulated when available.***

Yours faithfully



Carole Nicholl  
Head of Democratic Services

Members are reminded of the provisions contained in the Code of Conduct adopted on 30 September 2007 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 Claire Litchfield, Democratic Services Officer, on telephone number (01235) 540306.

### **Map and Vision**

**(Pages 5 - 6)**

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 7 - 11)

To adopt and sign as a correct record the minutes of the meeting of the Scrutiny Committee meeting held on 17 December 2009 (attached).

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. **Council Sundry Debt and Write Off**

(Pages 12 - 15)

To receive and consider report 158/08 of the Strategic Director and Head of Finance.

8. **Review of the Brown Bins Scheme Administrative Arrangements**

(Pages 16 - 19)

To receive and consider report 156/08 of the Strategic Director.

9. **Government Funded Mandatory Services**

(Pages 20 - 29)

To receive and consider report 155/08 of the Strategic Director relating to the Concessionary Fares Scheme and Disabled Facilities Grants Scheme.

10. **Corporate Governance Third Quarter 2008/09 - to monitor performance and take any necessary action**

To receive and consider report 150/08 of the Senior Management Team.

*This report was considered by the Executive on 6 February 2009. Members are asked to bring their copies of the Executive Agendas to the meeting.*

The Corporate Governance Third Quarter report can be found at **page 151 of the Executive Agenda.**

11. **Review the Activity of the Executive**

To review the activity of the Executive and consider any references to this Committee.

12. **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.

13. **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 (if any).

14. **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 15 - Exempt Minutes 17 December 2008

*(Category 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information.)*

**EXEMPT INFORMATION UNDER SECTION 100A(4) OF THE LOCAL GOVERNMENT ACT 1972**

15. **Exempt Minutes**

**(Pages 30 - 32)**

To receive and adopt as a correct record the Minutes of the Meeting held on 17 December 2009 in Exempt Session.