

SCRUTINY WORK PROGRAMME

containing scrutiny work to be undertaken March 2012 to March 2013



The scrutiny work programme belongs to the council's Scrutiny Committee and sets out a schedule of scrutiny work due to be carried out over during period shown above. It is a rolling plan, subject to change at each Scrutiny Committee meeting; however, the scrutiny work programme and changes to it are subject to the council's approval.

Representations can be made on any of the following issues before an item is considered by the Scrutiny Committee. Representations must be made to the relevant contact officer shown below by 10am on the day the Committee is due to meet. The meeting dates are shown below.

Item title	Meeting date	Lead officer	Why is it here?	Scope	Notes
Recycling and waste contract monitoring	Scrutiny Committee 22 Mar 2012	Clare Kingston, Head of Corporate Strategy Tel. (01235) 540356 Email: clare.kingston@southandvale.gov.uk	The committee undertakes an annual monitoring of the recycling and waste contract.	To review the contractor's performance and make any recommendations the Cabinet member.	
Election review	Scrutiny Committee 22 Mar 2012	Margaret Reed, Head of Legal and Democratic Tel. (01235) 540407 Email: margaret.reed@southandvale.gov.uk	To consider the recommendations from the review of the management of the elections held in May 2011	To request the returning officer and his deputy returning officers to attend.	

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Community grants	Scrutiny Committee April 2012	Jayne Bolton Tel. 01491 823136 Email: jayne.bolton@soouthandvale.gov.uk	The committee wishes to review the existing community grants scheme to see whether it is fair and equal in the current financial and economic climate.	To review the scheme and make any recommendations to Cabinet.	
Staff satisfaction	Scrutiny Committee 19 Apr 2012	Sally Truman, Policy and Community Engagement Manager Tel. (01235) 540408 Email: sally.truman@soouthandvale.gov.uk	The committee wishes to review the outcome of the annual staff satisfaction survey.	To review the survey results and make any recommendations to Cabinet.	
Board report - fourth quarter 2011/12	Scrutiny Committee 24 May 2012	Geoff Bushell Tel. (01235) 547689 Email: geoff.bushell@soouthandvale.gov.uk	The committee is asked to review the council's performance for the fourth quarter.	To review performance and make any recommendations to Cabinet.	
Housing allocations policy	Scrutiny Committee 24 May 2012	Paul Staines, Head of Housing and Health Tel. (01235) 547621 Email: paul.staines@soouthandvale.gov.uk	The committee wishes to review the housing allocations policy.	To review the policy and make recommendations to Cabinet.	

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Consultation	Scrutiny Committee Not before 1st Jun 2012	Sally Truman, Policy and Community Engagement Manager Tel. (01235) 540408 Email: sally.truman@southandvale.gov.uk	The committee wishes to review how the council consults the public.	To review the existing consultation methods and make any recommendations to Cabinet.	
Review of budget consultation process	Scrutiny Committee Not before 1st Jun 2012	Steve Bishop, Strategic Director and Section 151 Officer Tel. (01235) 540332 Email: steve.bishop@southandvale.gov.uk	The committee wishes to review the budget consultation process.	To review the existing consultation method and make any recommendations to the Council.	
Review of the council's website	Scrutiny Committee Not before 1st Jun 2012	Shona Ware Tel. (01235) 540406 Email: shona.ware@southandvale.gov.uk	The committee wishes to review the council's website.	To review the council's website and make any recommendations for improvement.	
Section 106 agreements - monitoring implementation	Scrutiny Committee June 2012	Adrian Duffield, Head of Planning Tel. (01235) 540340 Email: adrian.duffield@southandvale.gov.uk	The committee has asked to review the administration of section 106 agreements and to look at how the money raised is managed.	To consider the report and feedback any comments to the Cabinet.	

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Review of planning enforcement	Scrutiny Committee Not before 1st Jun 2012	Adrian Duffield, Head of Planning Tel. (01235) 540340 Email: adrian.duffield@southandvale.gov.uk	The committee wishes to review how the council enforces planning decisions.	To consider the existing system and make any recommendations.	
Grounds maintenance contract monitoring	Scrutiny Committee June 2012	Ian Matten Tel. (01235) 540373 Email: ian.matten@southandvale.gov.uk	The committee undertakes an annual monitoring of the grounds maintenance contract.	To review the contractor's performance in 2011/12 and make any recommendations the Cabinet member.	Provisional date
Leisure contract monitoring	Scrutiny Committee July 2012	Kate Arnold Tel. (01235) 540416 Email: kate.arnold@southandvale.gov.uk	The committee undertakes an annual monitoring of the leisure contract A.	To review the contractor's performance and make any recommendations the Cabinet member.	Provisional date
Corporate plan 2008-12 - performance review	Scrutiny Committee 26 Jul 2012	Sally Truman, Policy and Community Engagement Manager Tel. (01235) 540408 Email: sally.truman@southandvale.gov.uk	The Cabinet is due to receive a report reviewing performance against the 2008-12 corporate plan.	To consider the report and make any recommendations to cabinet.	

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Leisure contract monitoring	Scrutiny Committee August 2012	Kate Arnold Tel. (01235) 540416 Email: kate.arnold@southhandvale.gov.uk	The committee undertakes an annual monitoring of the leisure contract B.	To review the contractor's performance and make any recommendations the Cabinet member.	Provisional date
Review of progress against the energy efficiency (carbon management) plan 2011/12	Scrutiny Committee August 2012	Clare Kingston, Head of Corporate Strategy Tel. (01235) 540356 Email: clare.kingston@southhandvale.gov.uk	The committee undertakes an annual monitoring of the the council's energy efficiency performance.	To review the council's performance and make any recommendations to Cabinet.	Provisional date
Annual equality and diversity update	Scrutiny Committee August 2012	Clare Kingston, Head of Corporate Strategy Tel. (01235) 540356 Email: clare.kingston@southhandvale.gov.uk	The committee receives an annual update on equality and diversity.	To consider the update report and make any recommendations for improvements.	Provisional date
Objectives of the new leisure contract	Scrutiny Committee September 2012	Chris Tyson, Head of Leisure Economy and Property Tel. (01235) 540378 Email: chris.tyson@southhandvale.gov.uk	The committee wishes to look at the objectives of the new leisure contract.	To consider the objectives and make recommendations to Cabinet.	

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Fit for the future annual review	Scrutiny Committee September 2012	Anna Robinson, Strategic Director Tel. (01235) 540523 Email: anna.robinson@southandvale.gov.uk	To receive an update on the fit for the future programme.	To consider a summary report and to question the Cabinet member.	
Grounds maintenance contract review	Scrutiny Committee September 2012	Ian Matten Tel. (01235) 540373 Email: ian.matten@southandvale.gov.uk	The committee has asked to review implementation of the new contract.	To consider the report and feedback any comments to the Cabinet.	Provisional date
Financial services contract	Scrutiny Committee September 2012	William Jacobs, Head of Finance Tel. (01235) 540455 Email: william.jacobs@southandvale.gov.uk	The committee undertakes an annual monitoring of the financial services contract.	To review the contractor's performance and make any recommendations the Cabinet member.	
Community safety partnership	Scrutiny Committee November 2012	Liz Hayden Tel. (01235) 540309 Email: liz.hayden@southandvale.gov.uk	The committee undertakes an annual review of the community safety partnership's performance.	To review the partnership's annual report and make any recommendations for improvements.	
Budget 2013/14	Scrutiny Committee 14 Feb 2013	William Jacobs, Head of Finance Tel. (01235) 540455 Email: william.jacobs@southandvale.gov.uk	Cabinet has recommended to Council the 2013/14 budget. The committee may wish to comment.	To submit any further comments to Council.	

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Corporate plan - annual review of performance	Scrutiny Committee March 2013	Sally Truman, Policy and Community Engagement Manager Tel. (01235) 540408 Email: sally.truman@southandvale.gov.uk	The committee wishes to the council's review performance against the corporate plan over the past year.	To review performance and make any recommendations to Cabinet.	
Review two hours free parking scheme	Scrutiny Committee March 2013	Chris Tyson, Head of Leisure Economy and Property Tel. (01235) 540378 Email: chris.tyson@southandvale.gov.uk	The committee previously asked to review the effectiveness of introducing two hours free car parking.	To review the scheme and make any suggestions to Cabinet.	
Air quality in Abingdon	Scrutiny Committee March 2013	Ben Coleman Tel. (01235) 547639 Email: ben.coleman@southandvale.gov.uk	The committee wishes to investigate the impact of free car parking in Abingdon on the town's air quality.	To review changes in air quality and make any recommendations to Cabinet.	
Waste and recycling contract monitoring	Scrutiny Committee	Ian Matten Tel. (01235) 540373 Email: ian.matten@southandvale.gov.uk	The committee undertakes an annual monitoring of the waste and recycling contract.	To review the contractor's performance and make any recommendations the Cabinet member.	