

PS345

12 September 2008

### **SCRUTINY WORK PROGRAMME 2008/9**

The Scrutiny Work Programme is published jointly by the Principal Scrutiny Committee and the four Scrutiny Panels of Winchester City Council and is usually updated at the beginning of each Committee Cycle.

This Programme was published on 12 September 2008 and will be replaced in January 2009.

The Programme covers the work of the Principal Scrutiny Committee, which deals with major policy/cross-departmental issues, and matters referred to it for consideration by the Council, the Cabinet and by other bodies. In addition to the matters listed here there will be regular items on the agenda and financial matters the Committee may wish to call in for detailed review (these affect unplanned expenditure in excess of £50,000).

The Programme also covers the work of the four Scrutiny Panels that is currently planned. There will also be regular items of business in addition.

The information on the Work Programme is correct as at **12 September 2008**. Items of business going to a particular Committee may change. Please check for the current position.

For further information about the work of Overview and Scrutiny, please contact David Blakemore on 01962 848 217 or email [dblakemore@winchester.gov.uk](mailto:dblakemore@winchester.gov.uk). Visit our website [www.winchester.gov.uk](http://www.winchester.gov.uk).

Cllr Colin Chamberlain  
Chairman of the Principal Scrutiny Committee

### **Scrutiny Panels**

Social Issues:	Chairman, Cllr Ian Tait
Local Economy:	Chairman, Cllr Michael Anthony
Environment:	Chairman, Cllr Barry Lipscomb
Resources:	Chairman, Cllr Malcolm Wright

**PRINCIPAL SCRUTINY COMMITTEE**

<b>(1) REFERRED BUSINESS</b>					
<b>BUSINESS</b>		<b>REFERRED BY</b>	<b>STATUS</b>	<b>COMMITTEE DATE</b>	
				<b>Original</b>	<b>Revised</b>
1.	Council Offices	Council	<p>Council on 26 February 2004 asked Principal Scrutiny Committee to monitor the 'Milestones' in the plan.</p> <p>Committee noted on 27 September 2004 that the report was delayed due to work towards Silver Hill Development Agreement.</p> <p>Committee considered an update Report on 10 July 2006 (Report CAB1192 refers). Cabinet considered a further Report on 12 December 2007 (Report CAB1580 refers)</p>	<b>15 January 2007</b>	<b>To be confirmed</b>

**PRINCIPAL SCRUTINY COMMITTEE**

<b>(2) IN-DEPTH REVIEWS</b>							
	<b>BUSINESS</b>	<b>LEAD</b>	<b>OTHER CLLRS</b>	<b>OFFICER SUPPORT</b>	<b>COMMITTEE DATE</b>		<b>STATUS/COMMENTS</b>
					<b>Original</b>	<b>Revised</b>	
1.	Provision of Affordable and Social Housing		Chamberlain, Learney, Mitchell, Tait and Wright	A. Palmer, S. Maggs	To be confirmed		Inaugural meeting held 9 September 2008 to agree scope of the review and timetable of work
2.	Asset Management Programme		To be confirmed	T. Langridge			Review to commence at conclusion of the Provision of Affordable and Social Housing ISG (above).
3.	Community Call for Action	Cllr Collin	Learney, Lipscomb and Tait	J. Adams	To be confirmed		Interim report agreed by Committee 18 February 2008 (Report PS321 refers). The final Report will be produced in light of Government guidance.
<b>MATTERS INCLUDED WITHIN FORWARD PLAN AND REQUESTED FOR SCRUTINY BY PRINCIPAL SCRUTINY COMMITTEE OR CABINET</b>							
	<b>BUSINESS</b>	<b>DATE REQUESTED BY PRINCIPAL SCRUTINY COMMITTEE</b>	<b>DATE OF CABINET DECISION</b>	<b>REVISED DATE OF CABINET DECISION</b>	<b>STATUS</b>		
	None						

**PRINCIPAL SCRUTINY COMMITTEE**

<b>(3) COMMITTEE BUSINESS</b>					
	<b>BUSINESS</b>	<b>LEAD OFFICER</b>	<b>COMMITTEE DATE</b>		<b>STATUS/COMMENTS</b>
			<b>Original</b>	<b>Revised</b>	
	Report to Cabinet on next stage of the Silver Hill development to authorise making of Compulsory Purchase Orders be additionally brought to this Committee for comment.	T. Langridge	31 March 2008	<b>20 October 2008</b>	Committee received an informal presentation on 14 July 2008
	Annual Review of Constitution Follow up Review of Scrutiny	S. Whetnall	31 March 2008	<b>When further regulations/ guidance available from the Government on the councillor call for action.</b>	Report delayed in light of recent new legislation, including the Local Government and Public Involvement in Health Act 2007
	1 <sup>st</sup> Qtr Performance Monitoring	J. Adams	22 September 2008		
	Internal Audit Progress Report 2008/09 – to 29 August 2008	J. Cummins	22 September 2008		
	Report on Complaints Received by the Council 2007/8	J. Adams	22 September 2008		
	External Audit Report 2007/08	A Garlick	22 September 2008		
	Efficiency Update	A. Perkins	20 October 2008		

	Serco/Depot Contract – Performance Monitoring	S. Tilbury	17 November 2008		At meeting held 19 November 2007, the Committee agreed that future monitoring reports be considered annually.
	2 <sup>nd</sup> Qtr Performance Monitoring	J. Adams	17 November 2008 - To be confirmed		
	Initial consultation on Corporate Business Plan and General Fund Budget 2009/10	J Adams and A. Garlick	17 November 2008		
	Internal Audit Progress Report 2008/09 – to 24 October 2008	J. Cummins	17 November 2008		
	3 <sup>rd</sup> Qtr Performance Monitoring	J. Adams	16 February 2009		
	Update on progress on emerging issues and risks and proposed actions as identified as associated with Annual Governance Statement	S. Whetnall	19 January 2009		At meeting held 9 June 2008, the Committee requested update information following its discussion of the Corporate Governance Report (Section 5 of Appendix A of Report PS340 refers)
	Progress on the Council's work to achieve the Customer Service Excellence Standard	P. Wood	19 January 2009		At meeting held 9 June 2008, the Committee requested update information following a presentation on the initiative by the Customer Services Manager
	Consultation on Corporate Strategy and Budget 2009/10	A. Garlick	19 January 2009		

	Internal Audit Progress Report 2008/09 – to 31 December 2008 (including update on outstanding high risk audit recommendations)	J. Cummins	19 January 2009		
	Internal Audit Plan 2009/10	J. Cummins	16 February 2009		
	Internal Audit Annual Plan for 2009/10	J. Cummins	16 February 2009		
	Internal Audit Charter	J. Cummins	16 February 2009		
	Internal Audit Protocol	J. Cummins	16 February 2009		
	Internal Audit Progress Report 2008/09 – to 28 February 2009 (including update on outstanding high risk audit recommendations)	J. Cummins	23 March 2009		
	Hat Fair Funding	E. Appleby	23 March 2009		Agreed at Committee 31 March 2008 for a further progress report in 12 months time (Report PS325 refers)

## ENVIRONMENT SCRUTINY PANEL

<b>IN DEPTH REVIEWS</b>							
	<b>BUSINESS</b>	<b>LEAD CLR</b>	<b>COUNCILLORS</b>	<b>OFFICER SUPPORT</b>	<b>COMMITTEE DATE</b>		<b>STATUS/COMMENTS</b>
					<b>Original</b>	<b>Revised</b>	
1.	Major Outdoor Events Informal Scrutiny Group		Councillors Anthony, Bell, Busher and Lipscomb	Robert Heathcock	11 Nov 08		Review commenced March 2008 and has concluded its work, subject to the final report being presented.
2.	Out of Hours Services Informal Scrutiny Group		Councillors Lipscomb, Bell, Clear, Howell and Mather	R. Heathcock	11 Nov 08		Programme of work scheduled as follows: 5 September, 19 September, 25 September and 8 October 2008
<b>MATTERS INCLUDED WITHIN FORWARD PLAN AND REFERRED TO PANEL BY PRINCIPAL SCRUTINY COMMITTEE OR CABINET</b>							
	<b>BUSINESS</b>		<b>DATE REFERRED BY PRINCIPAL SCRUTINY COMMITTEE</b>	<b>DATE OF CABINET DECISION</b>	<b>REVISED DATE OF CABINET DECISION</b>		<b>STATUS</b>
	None						
<b>PANEL BUSINESS</b>							
	<b>BUSINESS</b>		<b>LEAD OFFICER</b>	<b>PANEL DATE</b>			<b>REVISED DATE/COMMENTS</b>
	Review of the effects of Southampton International Airport on the Winchester District – Final Report		Robert Heathcock	11 November 2008			
	Portfolio Holders 2 <sup>nd</sup> Qtr 2008/09 Performance Monitoring		Heads of Division	11 November 2008			
	Potential topics for in-depth reviews in 2009/10		Jacky Adams	11 November 2008			

	Consultation on draft Corporate Business Plan and Budget	Jacky Adams	11 November 2008	
	Portfolio Holders 3 <sup>rd</sup> Qtr 2008/09 Performance Monitoring	Heads of Division	3 February 2009	
	South Downs National Park	Gregg White	Report to Panel when required	Following an inconclusive first inquiry in 2003 a second inquiry will commence in February 2008. Allowing for inquiry time, and the subsequent wait for the inspector's report, any final decision on whether or not to confirm the designation of a new National Park is unlikely to be before 2009 at the earliest.
	Repairs to Car Parks		To be confirmed	Principal Scrutiny Committee on 18 February 2008 requested that the Environment Scrutiny Panel give further detailed consideration to concerns raised that the capital programme for repairs to Car Parks should not make provision for tarmacing of previously gravelled or grassed areas, for the reasons that pervious surfacing is better for the environment, as well as likely to be less costly.
	Business Plans	Heads of Division	10 March 2009	

## LOCAL ECONOMY SCRUTINY PANEL

<b>IN DEPTH REVIEWS</b>							
	<b>BUSINESS</b>	<b>LEAD CLR</b>	<b>COUNCILLORS</b>	<b>OFFICER SUPPORT</b>	<b>COMMITTEE DATE</b>		<b>STATUS/COMMENTS</b>
					<b>Original</b>	<b>Revised</b>	
1.	Tourism Informal Scrutiny Group		Councillors Anthony, Bell, Love, Sanders and Stephens	E. Appleby	9 Feb 09		Programme of work scheduled as follows: 8 September, 29 September 2008 and 26 January 2009
2.	Theatre Royal Informal Scrutiny Group		Councillors Anthony, Bell, Cook, Pearce, Sanders and Tait	E. Appleby			Review to commence at conclusion of the Tourism ISG (above)
<b>MATTERS INCLUDED WITHIN FORWARD PLAN AND REFERRED TO PANEL BY PRINCIPAL SCRUTINY COMMITTEE OR CABINET</b>							
	<b>BUSINESS</b>		<b>DATE REFERRED BY PRINCIPAL SCRUTINY COMMITTEE</b>	<b>DATE OF CABINET DECISION</b>	<b>REVISED DATE OF CABINET DECISION</b>		<b>STATUS</b>
	None						
<b>PANEL BUSINESS</b>							
	<b>BUSINESS</b>		<b>LEAD OFFICER</b>	<b>PANEL DATE</b>			<b>REVISED DATE/COMMENTS</b>
	Issues of access for businesses based at Whiteley		A. Hickman	To be confirmed			As discussed at Panel 15 March 07 (Report LE42 refers)

	LEADER Projects		To be confirmed	At its meeting held 22 July 2008, following discussion of Report LE61 – Rural Economy ISG Final Report, the Panel requested that a report be brought to a future meeting on the allocation of LEADER funding and once appointed, the Project Manager be invited to give a presentation on this subject.
	TOWER Arts Centre and related funding matters		To be confirmed	As requested at the Panel meeting held 22 July 2008, following discussion of Report LE60 - Heritage, Culture & Sport and Leader Portfolios – First Quarter 2008/09 Performance Monitoring
	Portfolio Holders 2 <sup>nd</sup> Qtr 2008/09 Performance Monitoring	Heads of Division	18 November 2008	
	Consultation on draft Corporate Business Plan and Budget	Jacky Adams	18 November 2008	
	Biannual report of the Winchester Archivist	Eloise Appleby	9 February 2009	
	Portfolio Holders 3 <sup>rd</sup> Qtr 2008/09 Performance Monitoring	Heads of Division	9 February 2009	
	Business Plans	Heads of Division	17 March 2009	

**RESOURCES SCRUTINY PANEL**

<b>IN DEPTH REVIEWS</b>							
	<b>BUSINESS</b>	<b>LEAD CLR</b>	<b>COUNCILLORS</b>	<b>OFFICER SUPPORT</b>	<b>COMMITTEE DATE</b>		<b>STATUS/ COMMENTS</b>
					<b>Original</b>	<b>Revised</b>	
1.	Procurement Informal Scrutiny Group	Cllr Huxstep	Councillors Higgins, Learney and Verney	J. Adams	19 Nov 08		
2.	Maintaining General Fund Properties Informal Scrutiny Group		Councillors Izard, Jeffs, Wright and one other to be confirmed				Review to commence at conclusion of the Procurement ISG (above)
<b>PANEL BUSINESS</b>							
	<b>BUSINESS</b>	<b>LEAD OFFICER</b>	<b>PANEL DATE</b>	<b>REVISED DATE/COMMENTS</b>			
	Flexible Working Project – Update on first phase	Alison Gavin	19 November 2008				
	Portfolio Holders 2 <sup>nd</sup> Qtr 2008/09 Performance Monitoring	Heads of Division	19 November 2008				
	Consultation on draft Corporate Business Plan and Budget	Jacky Adams	19 November 2008				
	Presentation on the work of the Guildhall	Tony Langridge	10 February 2009				
	Portfolio Holders 3 <sup>rd</sup> Qtr 2008/09 Performance Monitoring	Heads of Division	10 February 2009				
	City Offices Update	Tony Langridge	To be confirmed	The Chairman has asked for an update on this project to be brought to the Scrutiny Panel			

	Business Plans	Heads of Division	19 March 2009	
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**SOCIAL ISSUES SCRUTINY PANEL**

<b>IN DEPTH REVIEWS</b>							
	<b>BUSINESS</b>	<b>LEAD CLR</b>	<b>COUNCILLORS</b>	<b>OFFICER SUPPORT</b>	<b>COMMITTEE DATE</b>		<b>STATUS</b>
					<b>Original</b>	<b>Revised</b>	
1.	Youth Facilities		Cllrs Achwal, Berry, Fall, Gemmell, Hammerton, Love and Weston				Arrangements for inaugural meeting to be confirmed
2.	Elderly People's Issues		Cllrs Clear and others to be confirmed				Review to commence at conclusion of the Youth Facilities ISG (above)
<b>MATTERS INCLUDED WITHIN FORWARD PLAN AND REFERRED TO PANEL BY PRINCIPAL SCRUTINY COMMITTEE OR CABINET</b>							
	<b>BUSINESS</b>		<b>DATE REFERRED BY PRINCIPAL SCRUTINY COMMITTEE</b>	<b>DATE OF CABINET DECISION</b>	<b>REVISED DATE OF CABINET DECISION</b>		<b>STATUS</b>
<b>PANEL BUSINESS</b>							
	<b>BUSINESS</b>		<b>LEAD OFFICER</b>	<b>PANEL DATE</b>			<b>REVISED DATE/COMMENTS</b>
	Introduction of the Choice Based Lettings Scheme		A. Palmer	29 September 2008			At meeting held 21 July 2008, it was agreed to hold a Special Meeting to consider, in detail, the introduction of the Choice Based Lettings Scheme
	Portfolio Holders 2 <sup>nd</sup> Qtr 2008/09 Performance Monitoring		Heads of Division	10 November 2008			

	Consultation on draft Corporate Business Plan and Budget	Jacky Adams	10 November 2008	
	Portfolio Holders 3 <sup>rd</sup> Qtr 2008/09 Performance Monitoring	Heads of Division	2 February 2009	
	Business Plans	Heads of Division	9 March 2009	