



WEST OXFORDSHIRE
DISTRICT COUNCIL

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Name and date of Committee	Finance & Management Overview and Scrutiny Committee Thursday 9 December 2020
Report Number	Agenda Item No. 5
Subject	Committee Work Programme 2020/2021
Wards affected	All
Accountable member	Cllr Derek Cotterill, Chairman Finance & Management Overview and Scrutiny Committee Email: derek.cotterill@westoxon.gov.uk
Accountable officer	Keith Butler Head of Democratic Services Tel: 01993 861521 Email: keith.butler@westoxon.gov.uk
Summary/Purpose	To provide the Committee with an update on its Work Programme for 2019/2020 and suggest a programme for 2020/21.
Annexes	Annex 1 - Approved Work Programme for 2019/2020 Annex 2 – Proposed Work Programme for 2020/2021
Recommendation	That the Committee notes the work programme, provides comment where needed and adopts the new style format.
Corporate priorities	To enable the Committee to review its Work Programme and support the Council's priorities to protect the environment whilst supporting the local economy, to meet the current and future needs of residents and to provide efficient and value for money services, whilst delivering quality front line services.
Key Decision	No
Exempt	No
Consultees/ Consultation	None

1. BACKGROUND

- 1.1. At the May meeting the Committee gave consideration to the development of its Work Programme for the year having regard to the changes to the approach to scrutiny work adopted by Council on 22 October 2008.

2. MAIN POINTS

- 2.1. Following a number of cancelled meetings earlier in the year due to Covid-19, officers have taken the opportunity to look at the work programmes for each scrutiny committee with a view to making them more focused and relevant.
- 2.2. It had become apparent that there were a number of 'historic' items that may no longer be relevant or there was little that could be done to influence them.
- 2.3. In addition, officers hoped to enable Members to recognise the influence that scrutiny could have on decision making, particularly with a large number of projects and recovery programmes moving forwards.
- 2.4. Attached at [Annex 1](#) is the old style Work Programme for 2019/2020 for discussion and explanation as to which items can be removed and/or progressed further.
- 2.5. Attached at [Annex 2](#) is a new style Work Programme for 2020/2021 for discussion and approval.
- 2.6. In addition to the items contained in the Work Programme there will still be the opportunity to bring forward one-off reports and papers on particular issues of interest to the Committee but it will also be necessary to maintain a general overview of the ways in which external agencies are responding to community concerns. The inclusion of a standing agenda item for Members' questions also provides the opportunity to raise relevant issues.

3. FINANCIAL IMPLICATIONS

- 3.1. There are no financial implications arising directly from this report.

4. LEGAL IMPLICATIONS

- 4.1. None

5. RISK ASSESSMENT

- 5.1. Not applicable

6. CLIMATE CHANGE IMPLICATIONS

- 6.1. Whilst there may be climate change implications arising from specific items within the Work Programme, there are none arising directly from this report.

7. ALTERNATIVES/OPTIONS

- 7.1. In accordance with the Constitution of the Council, Committee has the power to investigate any matters it considers relevant to its work area, and to make recommendations to the Council, the Executive or any other Committee or Sub-Committee of the Council as it sees fit.

8. BACKGROUND PAPERS

- 8.1. None

FINANCE AND MANAGEMENT OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME FOR 2020/2021				
	Work Area	Comments	Meeting / Anticipated Completion Date	Originator/Progress
1	Publica/Implementation of the transformation programme	<p>Reports will be brought forward as the project develops.</p> <p>(added to Other Reports – update as necessary)</p>	On-going as required	<p>FMOS</p> <p>The committee received a presentation on the new business plan in January. A governance review of Publica has recently been concluded and recommended a review of the Member Representative Board arrangements and a comprehensive shareholder communications plan be developed.</p>
2	Introduction of Electric Vehicle Charging Points in Council Car Parks	<p>The Committee established a Working Party to investigate the possibility of providing electric vehicle charging points in the District.</p> <p>The sum of £250,000 has been included within the budget for 2018/2019 for this purpose.</p> <p>(Added to Other Reports – update as necessary)</p>	On-going as required	<p>FMOS</p> <p>We are awaiting the Distribution Network Operator costs for the installation of any additional infrastructure to support the implementation strategy approved by Cabinet in February 2020.</p>

FINANCE AND MANAGEMENT OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME FOR 2020/2021

	Work Area	Comments	Meeting / Anticipated Completion Date	Originator/Progress
3	Treasury Management Activity and Performance	To receive information on treasury management and the performance of in-house and external fund managers' Activity. (Include each quarter – Feb & July 2021)	Reports on treasury management activity and performance are considered on a quarterly basis.	The Council's Treasury Management Advisors, Arlingclose, attended the October 2019 meeting to provide a comprehensive update of the Council's investments. A report on Treasury Management is included elsewhere on the agenda for this meeting, and the Committee may wish to invite Arlingclose to its meeting in either December 2020 or February 2021
4	Budget	To consider the initial draft base budgets, draft fees and charges for and the latest Capital Programme for the current and future years.	December 2020 (Annual report each December – prior to Council in February)	
5	Medium Term Financial Strategy	To consider the annual refresh of the Medium Term Financial Strategy.	A report is submitted on an annual basis (Annual Report – Feb 2021)	Next anticipated in February 2021, prior to the budget Council meeting later that month
6	Investment Property Review	To advise Members of current property investments and their performance since the last review.	A report is submitted on an annual basis. (Annual Report – July 2021)	FMOS Completed for current year

FINANCE AND MANAGEMENT OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME FOR 2020/2021				
	Work Area	Comments	Meeting / Anticipated Completion Date	Originator/Progress
8	Publica Business Plan	To consider the Publica Business Plan for 2021/2023	February 2021 (Annual report)	FMOS The business plan for 2020 to 2022 was considered by the Committee in January 2020
10	Building Control Targets	To consider the targets being set for Building Control and understand why these were being missed	December 2020 or February 2021 (Not sure about this – advice from Phil Shaw as to whether there will be anything further to report in Feb 21. Possibly move to Other Reports)	FMOS Originally intended for April 2020