

Tuesday, 29 August 2023

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FINANCE AND MANAGEMENT OVERVIEW AND SCRUTINY COMMITTEE

You are summoned to a meeting of the Finance and Management Overview and Scrutiny Committee which will be held in Committee Room 1, Woodgreen, Witney OX28 1NB on **Wednesday, 6 September 2023 at 2.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Finance and Management Overview and Scrutiny Committee

Councillors: Alaa Al-Yousuf (Chair), Charlie Maynard (Vice-Chair), Hugo Ashton, Julian Cooper, Michael Brooker, Jane Doughty, Phil Godfrey, Mark Johnson, Andrew Lyon, Michele Mead, David Melvin, Rosie Pearson, Elizabeth Poskitt, Ruth Smith and Alex Wilson

Recording of Proceedings – The law allows the public proceedings of Council, Executive, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Democratic Services officers know prior to the start of the meeting.

AGENDA

1. **Apologies for Absence**
To receive any apologies for absence.
2. **Declarations of Interest**
To receive any declarations from Members of the Committee on any items to be considered at the meeting
3. **Minutes of Previous Meeting (Pages 5 - 10)**
To approve the minutes of the meeting held on 14 June 2023.
4. **Participation of the Public**
To receive any submissions from members of the public, in accordance with the Council's Rules of Procedure, anyone who lives in the district or who pays council tax or business rates to the Council is eligible to read a statement or express an opinion at this meeting. You can register to speak by sending your written submission of no more than 750 words to democratic.services@westoxon.gov.uk, by no later than 10.00am on the working day before the meeting.
5. **Treasury Management Out-Turn Report 2022/23 (Pages 11 - 18)**
Purpose:
To advise members of treasury management activity and the performance of internal and external fund managers for 2022/23.

Recommendation:
That the Committee scrutinises the report and agrees any recommendations it wishes to make to the meeting of the Executive on 13 September 2023.
6. **Telephone Channel Access (Pages 19 - 24)**
Purpose:
The purpose of this report, in light of a continuous decline in demand, is to propose reduced telephone access hours to the public. This will allow focus to shift to digital channels, where demand is increasing.

Recommendations:
That the Committee scrutinises the report and agrees any recommendations it wishes to make to the meeting of the Executive on 13 September 2023.
7. **Finance Performance Report 2023/24 Quarter One (Pages 25 - 40)**
Purpose:
To provide details of the Council's Financial Performance Report at the end of Quarter 1, 2023/24.

Recommendation:
That the Committee scrutinises the report and agrees any recommendations it wishes to make to the meeting of the Executive on 13 September 2023.

8. **Service Performance Report 2023/24 Quarter One (Pages 41 - 48)**

Purpose:

To provide details of the Council's Service Performance Report at the end of Quarter 1, 2023/24.

Recommendation:

That the Committee scrutinises the report and agrees any recommendations it wishes to make to the meeting of the Executive on 13 September 2023.

9. **Enhancement Suggestions for the Effectiveness of Scrutiny**

Purpose:

To provide an opportunity for the Committee to express ideas on how the Committee can enhance its effectiveness.

Recommendations:

That Committee agrees any changes it wishes to make to enhance it's effectiveness.

10. **Executive Work Programme (Pages 49 - 58)**

Purpose:

To provide opportunity to review the Executive Work Programme.

Recommendation:

That the Committee notes the Executive Work Programme and agrees which future Executive decisions should be subject to pre-decision scrutiny.

11. **Committee Work Programme (Pages 59 - 70)**

Purpose:

To provide the Committee with an updated Work Programme for 2023/24.

Recommendation:

That the Committee notes and comments on the work programme.

(END)