

Tuesday, 31 October 2023

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OVERVIEW AND SCRUTINY COMMITTEE

You are summoned to a meeting of the Overview and Scrutiny Committee which will be held in Committee rooms 1 & 2, Woodgreen, Witney OX28 1NB on **Wednesday, 8 November 2023 at 5.30 pm.**



Giles Hughes
Chief Executive

To: Members of the Overview and Scrutiny Committee

Councillors: Thomas Ashby, Hugo Ashton, Andrew Beaney, David Cooper, Julian Cooper, Rachel Crouch, Jane Doughty, Phil Godfrey, Andy Goodwin, Natalie King, Nick Leverton, Andrew Lyon, Charlie Maynard, Michele Mead, David Melvin, Mathew Parkinson, Rizvana Poole, Sandra Simpson, Ruth Smith, Harry St John, Alistair Wray, Liam Walker, Mark Walker 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. Election of Chair

Purpose:

Election of the Chair for Overview and Scrutiny Committee for the remainder of the Civic Year 2023/24. The Chair of the Overview and Scrutiny Committee must be an opposition member.

Recommendation:

That the Committee elects a Chair for the remainder of the Civic Year 2023/24.

2. Election of Vice-Chair

Purpose:

Election of the Vice-Chair for Overview and Scrutiny Committee for the remainder of the Civic Year 2023/24. The Vice-Chair of the Overview and Scrutiny Committee can be from any political group or none.

Recommendation:

That the Committee elects the Vice-Chair for the remainder of the Civic Year 2023/24.

3. Apologies for Absence and Temporary Appointments

To receive any apologies for absence and temporary appointments

4. Declarations of Interest

To receive any declarations from Members of the Committee on any items to be considered at the meeting.

5. Minutes of Previous Meetings of Overview and Scrutiny Committees (Pages 5 - 22)

To approve the following sets of minutes:

- Climate and Environment Overview and Scrutiny Committee held on 3 July 2023;
- Finance and Management Overview and Scrutiny Committee held on 6 September 2023;
- Economic and Social Overview and Scrutiny Committee held on 4 October 2023.

6. 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.

7. Treasury Management Mid-Term Report (Pages 23 - 36)

Purpose:

To provide Members with an update on Treasury Management activity, the performance of internal and external funds and prudential indicators for the period 1st April 2023 – 30th Sept 2023.

Recommendation:

That the Committee scrutinises the Treasury Management Mid-Term Report.

Invited:

Councillor Alaric Smith, Executive Member for Finance
Madhu Richards, Director of Finance
Georgina Dyer, Chief Accountant

8. **Q2 Finance Report - Nov 23 (Pages 37 - 52)**

Purpose:

To detail the Council's financial performance for Quarter Two 2023-2024.

Recommendation:

That the Committee scrutinises the Financial Performance for Quarter Two 2023-2024

Invited:

Councillor Alaric Smith, Executive Member for Finance
Madhu Richards, Director of Finance
Georgina Dyer, Chief Accountant

9. **Committee Work Programme (Pages 53 - 64)**

Purpose:

For the Committee to formulate a work plan for the remainder of the 2023/24 municipal year.

Recommendation:

That the Overview and Scrutiny Committee resolves to:

1. Agree that when considering the Executive Forward Plan the Committee will agree a priority order of reports for pre-decision scrutiny at the next meeting.
2. Agree to use the 10 January 2024 meeting as a "Spotlight" session to scrutinise the Draft Budget 2024/25.
3. Agree to schedule an additional "spotlight" meeting on a date to be agreed by the Director of Governance, in consultation with the Chair of the Overview and Scrutiny Committee, to scrutinise the Publica Review.
4. Request that all members of Council send any suggestions for items to be included on the work plan to the Democratic Services Business Manager by Friday 24 November.
5. Agree that the "long list" of suggested work plan items will be ranked by officers using the TOPIC Scoring Criteria (Annex B) and presented to the Committee on 6 December, in order to inform the Committee's adoption of a work plan.

Invited:

Andrew Brown, Democratic Services Business Manager

10. **Executive Work Programme (Pages 65 - 74)**

Purpose:

To give the Committee the opportunity to review the Executive Work Programme.

Recommendation:

That the Committee considers whether any items on the Executive Work Programme should be subject to pre-decision scrutiny.

(END)