



WEST OXFORDSHIRE
DISTRICT COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 1 FEBRUARY 2025 – 21 MAY 2026

Overview and Scrutiny Committee

The Council currently operates the Strong Leader and Executive form of governance. The Council has appointed one Overview and Scrutiny Committee which has the power to investigate Executive decisions and any other matters relevant to the district and its people, making recommendations to the Council, Executive or any other Committee or Sub-Committee of the Council.

Overview and Scrutiny Activities

The Committee may undertake its functions through the following types of activities:

- Holding the Executive to account as a critical friend
- Pre-decision scrutiny of Executive decisions before they are taken
- Considering any “call-in” of an Executive decision that has been made but not yet implemented
- Contributing to policy development
- Undertaking task and finish reviews to explore particular issues in depth
- Scrutiny of the Council’s annual budget proposals
- Performance review and monitoring
- Being a convener and engaging with external organisations
- Scrutiny of the Council’s crime and disorder functions

Work Plan

The Overview and Scrutiny Committee operates a work plan which is agreed annually but provides for flexibility to enable the Committee to respond to emerging issues or priorities. The work plan will include a mix of Executive reports that have been selected for pre-decision scrutiny, and reports on other Council services, topics or issues which have been specifically requested by the Overview and Scrutiny Committee. In setting and reviewing its work plan, the Committee will be mindful of the constraints of the organisation and may prioritise based on the following considerations (TOPIC criteria):

Timeliness: Is it timely to consider this issue?

Organisational priority: Is it a Council priority?

Public Interest: Is it of significant public interest?

Influence: Can Scrutiny have meaningful influence?

Cost: Does it involve a high level of expenditure, income or savings?

Principles of good scrutiny

The Centre for Governance and Scrutiny has developed four principles of good scrutiny which are reflected in statutory guidance:

- Provide constructive “critical friend” challenge
- Amplify the voices and concerns of the public
- Be led by independent people who take responsibility for their role
- Drive improvement in public services

Current and planned working groups

Title	Purpose	Membership	Status	Target completion date
Leisure	To consider the leisure management options appraisal before it is presented to the Executive, with particular focus on the evaluation criteria.	1.Cllr Joy Aitman 2.Cllr Mike Baggaley 3.Cllr Jane Doughty 4.Cllr Andy Goodwin 5.Cllr Sandra Simpson	Planned – to be established in June	September 2025
Public Conveniences	To consider any emerging proposals for the future of the Council's public conveniences facilities.	1.Cllr Andrew Coles 2.Cllr Genny Early 3.Cllr Ed James 4.Cllr David Melvin 5.Cllr Elizabeth Poskitt	Planned	TBC
Waste transformation	To consider any proposals for transforming waste services within the district following phase two of the Publica transition.	1.Cllr Thomas Ashby 2.Cllr Sandra Cosier 3.Cllr Sandra Simpson 4.Cllr Ruth Smith 5.Cllr Alistair Wray	Planned	March 2026

Item	Executive Member	Lead Officer	Report commissioned by
4 June 2025			
West Oxfordshire Local Plan 2041	Executive Member for Planning - Cllr Hugo Ashton	Andrew Thomson, Planning Policy Manager Andrew.Thomson@westoxon.gov.uk	Executive
Knights Court Business Case	Executive Member for Housing and Social Care - Cllr Geoff Saul	Andrew Turner, Business Manager - Assets and Council Priorities andrew.turner@publicagroup.uk	Executive
2024/25 Quarterly Service Review Q4	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk	Executive
2 July 2025			
Climate Change Strategy	Executive Member for Climate Action and Nature Recovery - Cllr Andrew Prosser	Hannah Kenyon, Climate Change Manager hannah.kenyon@westoxon.gov.uk	Executive
Car Parking Strategy	Executive Member for Leisure and Major Projects - Cllr Tim Sumner	Susan Hughes, Business Manager for Support and Advice Susan.Hughes@publicagroup.uk	Executive
2024/25 Quarterly Finance Review Q4	Executive Member for Finance -	Georgina Dyer, Chief Accountant	Executive

	Cllr Alaric Smith	georgina.dyer@westoxon.gov.uk	
3 September 2025			
2025/26 Quarterly Finance Review Q1	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Chief Accountant georgina.dyer@westoxon.gov.uk	Executive
2025/26 Quarterly Service Review Q1	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk	Executive
8 October 2025			
Local Government Reorganisation	Leader of the Council - Cllr Andy Graham	Giles Hughes, Chief Executive Officer giles.hughes@westoxon.gov.uk	Executive
5 November 2025 - no items currently scheduled			
10 December 2025			
Local Plan Annual Monitoring 2024/25	Executive Member for Planning - Cllr Hugo Ashton	Andrew Thomson, Planning Policy Manager Andrew.Thomson@westoxon.gov.uk	Executive
2025/26 Quarterly Finance Review Q2	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Chief Accountant georgina.dyer@westoxon.gov.uk	Executive

2025/26 Quarterly Service Review Q2	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk	Executive
7 January 2026			
Draft Budget 2026/27 version 2	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Chief Accountant georgina.dyer@westoxon.gov.uk	Executive
4 February 2026			
Community Grants Update	Executive Member for Stronger, Healthy Communities - Cllr Rachel Crouch	Heather McCulloch, Community Wellbeing Manager heather.mcculloch@westoxon.gov.uk	Overview and Scrutiny Committee
4 March 2026			
Community Safety Partnership	Executive Member for Housing and Social Care - Cllr Geoff Saul	Heather McCulloch, Community Wellbeing Manager heather.mcculloch@westoxon.gov.uk	Overview and Scrutiny Committee
Procurement and Contract Management Strategy	Executive Member for Finance - Cllr Alaric Smith	Ciaran Okane, Senior Business Partner - Procurement Ciaran.Okane@publicagroup.uk	Executive
2025/26 Quarterly Finance Review Q3	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Chief Accountant georgina.dyer@westoxon.gov.uk	Executive

2025/26 Quarterly Service Review Q3	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk	Executive
20 May 2026 - Annual Council day			
Additional topics, to be scheduled			
Supporting mental health initiatives	Executive Member for Stronger, Healthy Communities - Cllr Rachel Crouch	Heather McCulloch, Community Wellbeing Manager heather.mcculloch@westoxon.gov.uk	Overview and Scrutiny Committee
Actioning Oxfordshire's Local Area Energy Plan in West Oxon	Executive Member for Climate Action and Nature Recovery - Cllr Andrew Prosser	Hannah Kenyon, Climate Change Manager hannah.kenyon@westoxon.gov.uk	Overview and Scrutiny Committee
Responding to the Youth Needs Assessment	Executive Member for Stronger, Healthy Communities - Cllr Rachel Crouch	Heather McCulloch, Community Wellbeing Manager heather.mcculloch@westoxon.gov.uk	Overview and Scrutiny Committee
Promoting Rural Exception Sites	Executive Member for Planning - Cllr Hugo Ashton	Chris Hargraves, Head of Planning chris.hargraves@westoxon.gov.uk	Overview and Scrutiny Committee