



WEST OXFORDSHIRE
DISTRICT COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 1 FEBRUARY 2025 – 31 MAY 2025

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 – to be confirmed at Annual Council

Title	Purpose	Membership	Status	Target completion date
Public Conveniences	TBC	TBC	Planned	TBC
Waste transformation	TBC	TBC	Planned	TBC
Leisure	TBC	TBC	Planned	TBC

Item	Executive Member	Lead Officer
Wednesday, 16 April 2025		
Community Safety Partnership	Executive Member for Housing and Social Care - Cllr Geoff Saul	Emmylou Brossard, Safer Communities Officer Emmylou.Brossard@westoxon.gov.uk
The Nature Recovery Plan	Executive Member for Climate Action and Nature Recovery - Cllr Andrew Prosser	Hannah Kenyon, Climate Change Manager hannah.kenyon@westoxon.gov.uk
Review of the Overview and Scrutiny Function	Leader of the Council - Cllr Andy Graham	Ana Prelici, Senior Democratic Services Officer Ana.Prelici@westoxon.gov.uk
Tuesday 13 May 2025		
West Oxfordshire Local Plan 2041	Executive Member for Planning - Cllr Hugo Ashton	Andrew Thomson, Planning Policy Manager Andrew.Thomson@westoxon.gov.uk
Wednesday 21 May - Annual Council day		
4 June 2025		
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
2024/25 Quarterly Finance Review Q4	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Chief Accountant georgina.dyer@publicagroup.uk

2024/25 Quarterly Service Review Q4	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
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
3 September 2025		
2025/26 Quarterly Finance Review Q1	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Chief Accountant georgina.dyer@publicagroup.uk
2025/26 Quarterly Service Review Q1	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
8 October 2025		
5 November 2025		
Local Government Reorganisation	Leader of the Council - Cllr Andy Graham	Astrid Harvey, Strategic Policy and Partnerships Officer Astrid.Harvey@westoxon.gov.uk
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
2025/26 Quarterly Finance Review Q2	Executive Member for Finance - Cllr Alaric	Georgina Dyer, Chief Accountant

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

Topics for consideration identified by members;

- Housing Associations – scrutiny regarding housing allocation, rent prices, homelessness etc.
- Thames Water and meeting demand for water pressure
- How to get houses built in rural areas for local people with rural exception sites or any other mechanisms
- Responding to the Youth Needs Assessment carried out a couple of years ago
- Actioning Oxfordshire's Local Area Energy Plan in West Oxon
- Supporting mental health initiatives