



WEST OXFORDSHIRE
DISTRICT COUNCIL

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Name and date of Committee	Economic and Social Overview and Scrutiny Committee September 2022
Report Number	Agenda Item No. 13
Subject	Scrutiny Work Programme 2022/23
Wards affected	All
Climate and Environment Accountable member / Group Manager Lead	Councillor Norman MacRae, Chair Climate and Environment Overview and Scrutiny Committee Email: norman.macrae@westoxon.gov.uk Group Manager Lead: Bill Oddy, bill.oddy@publicagroup.uk
Economic and Social Accountable member / Group Manager Lead	Councillor Andrew Beaney, Chair Economic and Social Overview and Scrutiny Committee Email: Andrew.beaney@westoxon.gov.uk Group Manager Lead : Jon Dearing, jon.dearing@publicagroup.uk
Finance and Management Accountable member / Group Manager Lead	Councillor Alaa Al-Yousuf, Chair of Financial Management Overview and Scrutiny Committee Email: alaa.al-yousuf@westoxon.gov.uk Group Manager Lead: Phil Martin, phil.martin@publicagroup.uk
Accountable Officer	Andrew Brown, Business Manager - Democratic Services Email: Andrew.brown@publicagroup.uk
Summary/Purpose	To provide the Committees with an update on the Scrutiny Work Programme 2022/23.
Annexes	Annex I - Work Programme for 2022/23
Recommendation	That the Committee notes the Scrutiny Work Programme.
Corporate priorities	To enable the Committee to review the Scrutiny 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 meetings of the Scrutiny Committees in May and June 2022 the committees gave consideration to the development of their work programmes for the year. These work programmes have been brought together in a single document to provide visibility of the work of Scrutiny across the three committees.

2. MAIN POINTS

- 2.1. Committees are asked to consider the work programme, along with the Cabinet work programme, and decide if there are any items that they wish to prioritise or deprioritise.
- 2.2. When an item is considered by a committee, the Committee can decide whether to submit recommendations to Cabinet.
- 2.3. The Scrutiny Work Programme is intended to provide clarity to the organisation and the public about the priorities of the committees and when different items will be considered but it does need to be a flexible document that enables Scrutiny to respond to new or emerging issues and priorities during the year. As such, committees will be able to review their work programme at each meeting, 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. Requests from Scrutiny for reports to be produced for consideration at meetings will place demands on officer capacity. Committees are urged to be mindful of the limitations of the organisation and to prioritise effectively, having regard to the advice of supporting officers.

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, Cabinet or any other Committee or Sub-Committee of the Council as it sees fit.
- 7.2. The agreement of a Scrutiny Work Programme, which is regularly reviewed, is considered to be good governance practice and promotes openness and transparency.

8. BACKGROUND PAPERS

- 8.1. None.

Climate and Environment O/S 29 September 2022

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments
1	Annual Ubico update	Presentation	Councillor Arciszewska / Beth Boughton (Ubico)	Annually	Contract review
2	Carbon Action Plan – update on one project	Verbal update and supporting documentation	Councillor Prosser / Vanessa Scott / Andrew Turner	Every committee update on one project	Decarbonisation Scheme Carterton Leisure Centre
3	Flood update	As Required	Councillor Arciszewska / Laurence King / Phil Martin	When Required	Brief verbal update. Has the OCC/WODC formal arrangement document been signed by all parties and is place?
4	Service Performance Report – Quarter I	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Report for comments or clarity

Scrutiny Work Programme 2022/23

Annex I

Climate and Environment OS 8 December 2022

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments
1	WODC Service Design Options (Ubico)	Report	Councillor Arciszewska / Scott Williams	December 2022	Scrutiny to review options. Will go to FMOS Scrutiny too.
2	Air Quality Update	Verbal Update	Councillor Prosser / Phil Measures	December 2022	Phil Measure to provide a verbal update
3	Carbon Action Plan – update on one project	Verbal update and supporting documentation	Councillor Prosser / Vanessa Scott / Andrew Turner	Every committee update on one project	Project -
4	Flood update	As Required	Councillor Arciszewska / Laurence King / Phil Martin	When Required	
5	Service Performance Report – Quarter 2	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Report for comments or clarity

Further meeting dates: 23 March 2023

Climate and Environment suggestions for future workstreams 2023

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments
I	Governments initiative of zero recycle cost for residents	Verbal update	Councillor MacRae / Scott Williams	When there is news to share. Initiate began 2019 but is behind due to the pandemic, review 2022	Verbal update due from Scott Williams when there is news to share. See link for current details: https://www.gov.uk/government/news/government-sets-out-plans-to-overhaul-waste-system

Climate and Environment Regular Reports:

Regular Reports	Further Information	Comments	Lead Officer / Cabinet Member
Service Performance Report – Quarter 1	To give the Committee the opportunity to comment on the quarterly Performance Monitoring Report.		Elizabeth Griffiths / Councillor Levy Bill Oddy or Frank Wilson on hand for questions.
Service Performance Report – Quarter 2	To give the Committee the opportunity to comment on the quarterly Performance Monitoring Report.		Elizabeth Griffiths / Councillor Levy Bill Oddy or Frank Wilson on hand for questions.
Service Performance Report – Quarter 3	To give the Committee the opportunity to comment on the quarterly Performance Monitoring Report.		Elizabeth Griffiths / Councillor Levy Bill Oddy or Frank Wilson on hand for questions.
Service Performance Report – Quarter 4	To give the Committee the opportunity to comment on the quarterly Performance Monitoring Report.		Elizabeth Griffiths / Councillor Levy Bill Oddy or Frank Wilson on hand for questions.

Economic Overview and Scrutiny 8 September 2022

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments
1	Youth Needs Assessment Active Oxfordshire	Update	Councillor Aitman / Andy Barge / Heather McCulloch	When Required	Emmylou Brossard
2	Active Oxfordshire - creating a Movement for Movement	Update and Presentation	Councillor Aitman / Andy Barge / Heather McCulloch	When Required	Josh Lenthall
3	REEMA North Site, Carterton update (Jon Wooden, Deputy Head Estates)	Written Update	Councillor Saul / Giles Hughes Jon Wooden	When Required	Regular committee written update
4	Greenwich Leisure Limited (GLL)	Annual Update	Councillor Aitman / Reps from GLL to attend	Annual	Members to provide questions up front to GLL

Item 4 - Questions to GLL

Question	Raised by	Answer from GLL
1. Can I again raise a question regarding disability access particularly to the Windrush Leisure Centre. Hoist equipment out of use / changing bed broken	Councillor Jill Bull	

<p>2. After having meetings with them previously it was agreed that communication would be better and if equipment was out of use we would be informed so as not to disappoint service users on arrival at the centre.</p>	<p>Councillor Jill Bull</p>	
<p>3. Also regarding the new system of booking on line - this is not accessible to all and needs to be looked at again.</p>	<p>Councillor Jill Bull</p>	
<p>4. It would be helpful to have a status update on the Carterton football playing fields which have been out of action for a while.</p>	<p>Councillor Charlie Maynard</p>	
<p>5. What is the trend on visitor numbers?</p>	<p>Councillor Rosie Pearson</p>	
<p>6. Is there information on how visitors travel to the leisure centres, and whether this could be made easier?</p>	<p>Councillor Rosie Pearson</p>	
<p>7. Do the leisure centres have a role in our response to the cost of living and energy crisis?</p>	<p>Councillor Rosie Pearson</p>	

Economic Overview and Scrutiny 24 November 2022

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments
1	Upgrade to WO public space CCTV provision & monitoring arrangements	Verbal update – timescale requested by the Committee	Councillor Saul / Andy Barge	Verbal update – timescale requested by the Committee	
2	REEMA North Site, Carterton update (Jon Wooden, Deputy Head Estates)	Written Update	Councillor Saul / Giles Hughes Jon Wooden	When Required	Regular committee written update
3	Parking Strategy	Update	Councillor Arciszewska / Maria Wheatley	Cabinet in January 2023	
4	Service Performance Report – Quarter 2	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Report for comments or clarity

Further meeting dates: 23 February 2023, 25 May 2023

Economic suggestions for future workstreams 2023

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments
1	RAF Brize Norton	As required	Councillor Saul / Giles Hughes	AS REQUIRED	Business model for housing on site – last update given May 2022
2	Health Care Provision in Oxfordshire	Ongoing	Councillor Aitman / Andy Barge / Heather McCulloch	As required	Health Care Provision in Oxfordshire

Economic Overview and Scrutiny Regular Reports:

Regular Reports	Further Information	Comments	Lead Officer / Cabinet Member
Service Performance Report – Quarter 1	To give the Committee the opportunity to comment on the quarterly Performance Monitoring Report.		Elizabeth Griffiths / Councillor Levy Bill Oddy or Frank Wilson on hand for questions.
Service Performance Report – Quarter 2	To give the Committee the opportunity to comment on the quarterly Performance Monitoring Report.		Elizabeth Griffiths / Councillor Levy Bill Oddy or Frank Wilson on hand for questions.
Service Performance Report – Quarter 3	To give the Committee the opportunity to comment on the quarterly Performance Monitoring Report.		Elizabeth Griffiths / Councillor Levy Bill Oddy or Frank Wilson on hand for questions.
Service Performance Report – Quarter 4	To give the Committee the opportunity to comment on the quarterly Performance Monitoring Report.		Elizabeth Griffiths / Councillor Levy Bill Oddy or Frank Wilson on hand for questions.

Financial Management OS 28 September 2022

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments
1	New Procurement and Contract Management Strategy	Report	Councillor Levy / Ciaran Okane	September 2022	
2	Treasury management update	Report	Councillor Levy / Elizabeth Griffiths	September 2022	Task and finish group – advice from Arlington Close. Criteria for contract due in December.
3	Decarbonisation Scheme Carterton Leisure Centre	Cabinet Report	Councillor Arciszewska / Councillor Levy / Vanessa Scott	September 2022	Maybe pushed back to December.
4	Greenwich Leisure Limited (GLL) response to energy crisis	Verbal Update / Report	Councillor Aitman / Councillor Levy	September 2022	
5	Service Performance Report – Quarter 1	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Report for comments or clarity

Financial Management OS 7 December 2022

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments
1	Agile working	Report	Councillor Prosser / Councillor Levy / Giles Hughes	When required	
2	WODC Service Design Options (Ubico)	Report	Councillor Levy / Elizabeth Griffiths	Before Cabinet	Will go to Climate and Enviro Scrutiny too.
3	Carbon Action Plan Project Expenditures	Report	Councillor Prosser / Vanessa Scott / Andrew Turner	When required	Carry forward to December
4	2023/24 First Draft Budget and Medium Term financial Strategy	Cabinet Report	Councillor Levy / Elizabeth Griffiths	14 December 2022	
5	Service Performance Report – Quarter 2	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Report for comments or clarity

Further meeting dates: 1 February 2023, 12 April 2023

Financial Management suggestions for future workstreams 2023

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments

Financial Management Regular Reports:

Regular Reports	Further Information	Comments	Lead Officer / Cabinet Member
Service Performance Report – Quarter 1	To give the Committee the opportunity to comment on the quarterly Performance Monitoring Report.		Elizabeth Griffiths / Councillor Levy Bill Oddy or Frank Wilson on hand for questions.
Service Performance Report – Quarter 2	To give the Committee the opportunity to comment on the quarterly Performance Monitoring Report.		Elizabeth Griffiths / Councillor Levy Bill Oddy or Frank Wilson on hand for questions.
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