



WEST OXFORDSHIRE
DISTRICT COUNCIL

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Name and date of Committee	Finance and Management Overview and Scrutiny Committee 7 December 2022
Report Number	Agenda Item No. 10
Subject	Scrutiny Work Programme 2022/23
Wards affected	All
Finance and Management Accountable member / Group Manager Lead	Councillor Alaa Al-Yousuf, Chair of Finance and Management Overview and Scrutiny Committee Email: alaa.al-yousuf@westoxon.gov.uk Group Manager Lead: Phil Martin, phil.martin@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
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
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

Financial Management OS 7 December 2022

WP	Title	Format	Cabinet Member / Lead Officer	When	Scrutiny Aim and Comments
1	Waste Service Review – Briefing on Waste Collection Options Appraisal (60 mins)	Presentation Report sent before meeting to Councillors	Councillor Levy / Elizabeth Griffiths Bill Oddy / Scott Williams	Before Cabinet	Scrutiny to receive information on the Waste Collection Options Appraisal review Scrutiny aim: Receive information and ask questions
2	2023/24 First Draft Budget and Medium Term financial Strategy	Cabinet Report	Councillor Levy / Elizabeth Griffiths	14 December 2022	Scrutiny aim: To note and comment
3	Treasury Management Update	Report	Elizabeth Griffiths / Phil Martin	December	Scrutiny aim: Task and finish group – advice from Arlington Close. Criteria for contract due in December. Comments or Clarity
4	West Oxfordshire Council Plan 2023 - 2027	Report	Astrid Harvey / Councillor Alaa Al-Yousuf / Phil Martin	December	Scrutiny aim: To note views and insights
5	Service Performance Report – Quarter 2	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Scrutiny aim: Report for comments or clarity

Financial Management OS I February 2023

WP	Title	Format	Cabinet Member / Lead Officer	When	Scrutiny Aim and Comments
1	Waste Service Review (120 mins)	Report	Councillor Arciszewska / Scott Williams	January 2023	To give the Committee the opportunity to scrutinise and comment on the waste service review. Scrutiny aim: To scrutinise and comment on the report to Cabinet and Council
2	2023/24 Budget and Medium Term financial Strategy	Cabinet Report	Councillor Levy / Elizabeth Griffiths	14 December 2022	Scrutiny aim:
3	Service Performance Report – Quarter 3	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Scrutiny aim: Report for comments or clarity

Scrutiny Work Programme 2022/23

Financial Management OS 12 April 2023

WP	Title	Format	Cabinet Member / Lead Officer	When	Scrutiny Aim and Comments
					Scrutiny aim:
	Service Performance Report – Quarter 4	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Scrutiny aim: Report for comments or clarity

WP	Title	Format	Cabinet Member / Lead Officer	When	Scrutiny Aim and Comments
I	Treasury Management	Report	Elizabeth Griffiths / Phil Martin	When Required	Scrutiny aim:

Financial Management suggestions for future workstreams 2023

WP	Title	Format	Cabinet Member / Lead Officer	When	Scrutiny Aim and Comments
					Scrutiny aim:

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.
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.

Climate and Environment OS 8 December 2022

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments
1	Ubico Business Plan (40 mins)	Presentation	Councillor Arciszewska / Beth Broughton	December 2022	Consultation on the Draft Ubico Business Plan Scrutiny aim: Provide feedback and ask questions
2	Waste Service Review – Briefing on Waste Collection Options Appraisal (60 mins)	Presentation	Councillor Arciszewska / Scott Williams	December 2022	Scrutiny to receive information on the Waste Collection Options Appraisal review Scrutiny aim: Receive information and ask questions
3	Air Quality Update (30 mins)	Verbal Update	Councillor Prosser / Phil Measures	December 2022	Phil Measure to provide a verbal update Scrutiny aim: Receive information and ask questions
4	Carbon Action Plan – update on one project (30 mins)	Verbal update and supporting documentation	Councillor Prosser / Hannah Kenyon	Every committee update on one project	Project - xxxxx Scrutiny aim: xxxxx
5	Service Performance Report – Quarter 2 (20 mins)	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Report for comments or clarity Scrutiny aim: Receive information and ask questions

Scrutiny Work Programme 2022/23

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Further meeting dates: 25 January 2023

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments
I	Waste Service Review (120 mins)	Report	Councillor Arciszewska / Scott Williams	January 2023	To give the Committee the opportunity to scrutinise and comment on the waste service review. Scrutiny aim: To scrutinise and comment on the report to Cabinet and Council

Further meeting dates: 23 March 2023

WP	Title	Format	Cabinet Member / Lead Officer	When	Comments
I	Service Performance Report – Quarter 3	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Report for comments or clarity Scrutiny aim:

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 Scrutiny aim:

Climate and Environment Regular Reports:

Regular Reports	Further Information	Comments	Lead Officer / Cabinet Member
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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.

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WP	Title	Format	Cabinet Member / Lead Officer	When	Scrutiny Aim and Comments
1	Refugee Update	Update	Phil Martin / Paula Massey	Verbal update – timescale requested by the Committee	To keep the committee up to date on the work being carried out to support the refugees. Scrutiny aim: Note update
2	Greenwich Leisure Limited (GLL)	Annual Update	Councillor Aitman / Stuart Wilson Reps from GLL to attend	Annual	Members provided 7 questions up front to GLL Scrutiny aim: Note update
3	West Oxfordshire Council Plan 2023 – 27'	Report	Astrid Harvey / Jon Dearing	Annual	Scrutiny aim: to provide Comments back to Cabinet on the report
4	Service Performance Report – Quarter 1	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Report for comments or clarity – 45 mins Scrutiny aim: Note and comment

Item 5 - Questions to GLL

No.	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	GLL recognises the importance of this disability access equipment and apologise for its failure to provide a full service. It is extremely difficult in the current economic and employment environment to arrange repairs and replacements in a timely manner for specialist equipment. I am pleased to report that the access hoist is working and has been in consistent use since it was repaired however GLL has faced challenges with its contractors to bring the changing bed back in use. Having received assurance that this would be completed in September this

Scrutiny Work Programme 2022/23

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			has not been possible and a new bed is now promised for delivery later this month. Whilst repairs are awaited there is a customer notice on GLL's website and ongoing communication with users
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.	Councillor Jill Bull	GLL is committed to developing strong and effective communication with all users through a variety of platforms. Where we have issues we let people know via our website and by signs in the centre and of course verbally when they are at the centre. We will continue to utilise social media opportunities including the West Oxfordshire District Council platforms to increase communication with members of the public on communicating key information including the promotion of activities.
3.	Regarding the new system of booking on line - this is not accessible to all and needs to be looked at again.	Councillor Jill Bull	Whilst GLL encourages users to book via its Website and App the option for customers to attend the centre or call and book remains available. Customers can ring GLL's contact centre to make bookings on 02034578700. Please encourage any customers who require specific support to contact Matt Simmons (phone number provided via Leisure Client Team).
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	Councillor Charlie Maynard	GLL's Partnership Manager met with Cllr Maynard to discuss the football pitches. Investment has been committed by GLL and a winter programme has been scheduled as per the meeting. As always Matt Simmons remains available as the point of contact for issues with these pitches.
5.	What is the trend on visitor numbers?	Councillor Rosie Pearson	The return of older users and corporate members has been lower than anticipated as we recover from the covid pandemic. Visitor numbers are currently down by 21% compared to 2019, this decrease is mainly in the area of Health and Fitness with swimming lessons for example being fully recovered and exceeding 2019 levels. GLL is working hard to recover the overall position back to pre-pandemic levels but this has been made additionally challenging with the cost of living crisis we are all currently facing. GLL is in active dialogue with the

			Council, developing new initiatives and products to encourage residents to return to using the centres.
6.	Is there information on how visitors travel to the leisure centres, and whether this could be made easier?	Councillor Rosie Pearson	GLL plots the membership catchment for each of its centres. Current data does not show how customers travel however the distance and location of user populations suggests that the majority travel by car or bus. GLL has committed to survey users to establish their modes of transport, once completed this will inform travel plans for the centres.
7	Do the leisure centres have a role in our response to the cost of living and energy crisis?	Councillor Rosie Pearson	GLL is rolling out nationally a ‘Warm Spaces’ initiative in many of its centres. This will provide a free of charge warm place where residents can come and meet a friendly face at advertised across the week. To deliver this initiative GLL has formed a partnership with Age UK and Brakes Catering, with Age UK supporting with volunteers and Brakes providing catering supplies. Additionally in Chipping Norton GLL is working in partnership with the Chippy Larder to provide an extended service with volunteer support and refreshments from the Larder along with the delivery of a “Cost of living support event”. Warm Spaces will be available this month in Carterton and Chipping Norton.

Economic Overview and Scrutiny 23 February 2023

WP	Title	Format	Cabinet Member / Lead Officer	When	Scrutiny Aim and 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	Contact Andy Barge beginning of November, remind that its an update on timescales – Max 4 slides, ten minutes, 10 minutes for questions. Scrutiny aim:
2	Parking Strategy	Update	Councillor Arciszewska / Maria Wheatley	Cabinet in January 2023	Contact Maria 4 weeks before Committee, ask if it's a report or presentation – 30 mins Scrutiny aim:
					Scrutiny aim:
					Scrutiny aim:

Economic Overview and Scrutiny 25 May 2023

WP	Title	Format	Cabinet Member / Lead Officer	When	Scrutiny Aim and Comments
					Scrutiny aim:

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 Scrutiny aim:
2	Health Care Provision in Oxfordshire	Ongoing	Councillor Aitman / Andy Barge / Heather McCulloch	As required	Scrutiny aim: Health Care Provision in Oxfordshire
3	Local Police with status update	Verbal update	Chair		Scrutiny aim:
4	WODC Housing in for a briefing on WODC housing work, responsibilities, current status and future				Scrutiny aim:
5	Enforcement Update	Update	Kelly Murray		Scrutiny aim:
6	REEMA North Site, Carterton update (Jon Wooden, Deputy Head Estates)	Written Update	Councillor Saul / Giles Hughes Jon Wooden	When Required	Regular committee written update Scrutiny aim:
7	Food Strategy – Working Group	Brief or Scoping document	Councillor Aitman / Andy Barge / Heather McCulloch	Committee to be updated	This may not need to actually happen Completion by 23 February 2023

Economic Overview and Scrutiny Regular Reports:

Scrutiny Work Programme 2022/23

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