



WEST OXFORDSHIRE
DISTRICT COUNCIL

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| Name and date of Committee | Finance and Management Overview and Scrutiny Committee February 2023 |
| Report Number | Agenda Item No. 7 |
| 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.alyousuf@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 Executive 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 Executive.
- 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, Executive 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 1 February 2023

| WP | Title | Format | Executive Member / Lead Officer | When | Scrutiny Aim and Comments |
|----|--|------------------|---------------------------------------|-----------------|--|
| 1 | 2023/24 Budget | Executive Report | Councillor Levy / Elizabeth Griffiths | 18 January 2023 | Scrutiny aim: Report for comments or clarity |
| 2 | Medium Term financial Strategy | Report | Councillor Levy / Elizabeth Griffiths | | Scrutiny aim: Report for comments or clarity |
| 3 | Finance Performance Report – Quarter 3 | Quarterly Report | Councillor Levy / Elizabeth Griffiths | | Scrutiny aim: Report for comments or clarity |
| 4 | Briefing on the procurement of Marriott's Walk | Report | Councillor Levy / Frank Wilson | 1 Feb | Scrutiny aim: Report and Briefing Committee to note |

Financial Management OS 12 April 2023

| WP | Title | Format | Executive Member / Lead Officer | When | Scrutiny Aim and Comments |
|----|---|---------------|---------------------------------------|---------------|---|
| 1 | Treasury Management | Report | Elizabeth Griffiths / Phil Martin | When Required | Scrutiny aim: |
| 2 | Investment Property Review Update Purpose | Annual Report | Councillor Levy / Elizabeth Griffiths | April | Scrutiny aim: To receive a verbal update on the Council's investment property and the capital |

Scrutiny Work Programme 2022/23

Annex I

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| | | | | | valuation process; focussing on any substantial moves or changes that have occurred in the Council's property portfolio valuations for 2022. |
| 3 | Service Performance Report – Quarter 3 | Quarterly Report | Councillor Levy / Elizabeth Griffiths / Bill Oddy | Quarterly | Scrutiny aim: Report for comments or clarity |
| 4 | Finance Performance Report – Quarter 4 | Quarterly Report | Councillor Levy / Elizabeth Griffiths | Quarterly | Scrutiny aim: Report for comments or clarity |

Future FMOS regular reports

| WP | Title | Format | Executive Member / Lead Officer | When | Scrutiny Aim and Comments |
|----|------------------------------|--------|-----------------------------------|---------------|---------------------------|
| 1 | Treasury Management | Report | Elizabeth Griffiths / Phil Martin | When Required | Scrutiny aim: |
| 2 | Treasury Management Outturn | Report | Elizabeth Griffiths / Phil Martin | When Required | Scrutiny aim: |
| 3 | Treasury Management Mid Term | Report | Elizabeth Griffiths / Phil Martin | When Required | Scrutiny aim: |

Financial Management Regular Reports:

| Regular Reports | Further Information | Comments | Lead Officer / Executive Member |
|---|--|----------|---|
| Service Performance Report – Quarter 1 Financial Performance | 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 Financial Performance | 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 Financial Performance | 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 Financial Performance | 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 23 February 2023

| WP | Title | Format | Executive 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 | Andy Barge to send a script update 2 weeks before the meeting. Remind email to be sent. re Email sent 10 January to Andy as a reminder. Scrutiny aim: |
| 2 | Defence Infrastructure. Jon Dearing said he had invited Mr Wooden | | | | Defence Infrastructure. Jon Dearing had invited Mr Wooden to scrutiny meeting, no answer as yet. Sent jon an email reminder 10 Jan 23. Email received from Jon Wooden with update, no visit scheduled. Scrutiny aim: |
| 3 | Establishment of a working party to consider issues of concern around the Leisure Centres | Remove ?????? | Councillor Andrew Beaney / | | Think this action has been completed. |
| 4 | Service Performance Report – Quarter 2 | Quarterly Report | Councillor Levy / Elizabeth Griffiths / Bill Oddy | Quarterly | Report for comments or clarity – 45 mins Scrutiny aim: Note and comment |
| 5 | Refugee status | Statement report | | Quarterly | Report for comments or clarity – 5 mins, Chair to read out. Scrutiny aim: Note and comment |

Economic Overview and Scrutiny 25 May 2023

| WP | Title | Format | Executive Member / Lead Officer | When | Scrutiny Aim and Comments |
|----|--|---------------------|---|-------------------------|--|
| 1 | Housing Association invite to brief on their role and problems being faced | Presentation invite | | | Jon Dearing would draw up a crib sheet on Housing Questions and circulate this to members of the Committee for comment 5 Jan MO written to Caroline Clisshold. Scrutiny aim: |
| 2 | Developer contributions SI06 money (SIL) | Update | Chris Hargraves | As requested | Scrutiny aim: |
| 3 | Service Performance Report – Quarter 3 | Quarterly Report | Councillor Levy / Elizabeth Griffiths / Bill Oddy | Quarterly | Report for comments or clarity – 45 mins Scrutiny aim: Note and comment |
| 4 | Parking Strategy | Update | Councillor Arciszewska / Maria Wheatley | Executive in March 2023 | Contact Maria 4 weeks before Committee, ask if it's a report or presentation – 30 mins Sent Maria an email reminder 10 Jan 23. Maria confirmed put back until June. Scrutiny aim: |
| 5 | Defence Infrastructure. Jon Dearing said he had invited Mr Wooden | | | | Defence Infrastructure. Jon Dearing had invited Mr Wooden to scrutiny meeting, no answer as yet. Sent jon an email reminder 10 Jan 23. Email received from Jon Wooden with update, no visit scheduled. Scrutiny aim: |

Economic suggestions for future workstreams 2023

| WP | Title | Format | Executive 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 | | | Jon Dearing – Crib sheet of questions | 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 (Jon Dearing chasing) | 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:

| Regular Reports | Further Information | Comments | Lead Officer / Executive 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. |
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Scrutiny Work Programme 2022/23

Annex I

Future meeting dates: 23 March 2023

| WP | Title | Format | Executive Member / Lead Officer | When | Comments |
|----|--|--|---|---------------------------------------|---|
| 2 | Fly Tipping Enforcement update | As required | Councillor Prosser / Phil Measures / Susan McPherson | As required | Scrutiny aim: To receive information and ask questions |
| 3 | Flood – what is happening What is the progress? | Update | Councillor Arciszewska / Laurence King / Phil Martin | As requested | Upstream out of Witney, Evenlode and Windrush Flood Management Service Review on Executive 8 Feb – awaiting responses. Scrutiny aim: To receive information and ask questions |
| 4 | Carbon Action Plan – update on one project (30 mins) | Verbal update and supporting documentation | Councillor Prosser / Hannah Kenyon Claire Locke re Carterton Leisure Centre????? | Every committee update on one project | Project: Scrutiny aim: To receive information and ask questions |
| 5 | Service Performance Report – Quarter 3 | Quarterly Report | Councillor Levy / Elizabeth Griffiths / Bill Oddy | Quarterly | Scrutiny aim: Report for comments or clarity |

Climate and Environment suggestions for future workstreams 2023

| WP | Title | Format | Executive Member / Lead Officer | When | Comments |
|----|---|---------------|--|---|--|
| I | Governments initiative of zero recycle cost for residents | Verbal update | Councillor Arciszewska / 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: |
| I | Air Quality | Annual Report | Councillor Prosser / Phil Measures / Susan McPherson | As requested | Scrutiny aim: To receive information and ask questions |

Climate and Environment Regular Reports:

Scrutiny Work Programme 2022/23

Annex I

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