



WEST OXFORDSHIRE  
DISTRICT COUNCIL

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Name and date of Committee	<b>Finance and Management Overview and Scrutiny Committee</b> <b>12 April 2023</b>
Report Number	<b>Agenda Item No. 6</b>
Subject	<b>Scrutiny Work Programme 2022/23</b>
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: <a href="mailto:alaa.al-yousuf@westoxon.gov.uk">alaa.al-yousuf@westoxon.gov.uk</a>  Group Manager Lead: Phil Martin, <a href="mailto:phil.martin@publicagroup.uk">phil.martin@publicagroup.uk</a>
Climate and Environment Accountable member / Group Manager Lead	Councillor Norman MacRae, Chair Climate and Environment Overview and Scrutiny Committee Email: <a href="mailto:norman.macrae@westoxon.gov.uk">norman.macrae@westoxon.gov.uk</a>  Group Manager Lead: Bill Oddy, <a href="mailto:bill.oddy@publicagroup.uk">bill.oddy@publicagroup.uk</a>
Economic and Social Accountable member / Group Manager Lead	Councillor Andrew Beaney, Chair Economic and Social Overview and Scrutiny Committee Email: <a href="mailto:Andrew.beaney@westoxon.gov.uk">Andrew.beaney@westoxon.gov.uk</a> Group Manager Lead : Jon Dearing, <a href="mailto:jon.dearing@publicagroup.uk">jon.dearing@publicagroup.uk</a>
Accountable Officer	Andrew Brown, Business Manager - Democratic Services Email: <a href="mailto:Andrew.brown@publicagroup.uk">Andrew.brown@publicagroup.uk</a>
Summary/Purpose	To provide the Committees with an update on the Scrutiny Work Programme 2022/23.
Annexes	<a href="#">Annex I</a> - Work Programme for 2022/23
Recommendation	That the Committee notes the Work Programme and provides comment where needed.
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 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	<b>Scrutiny aim:</b>
2	Investment Property Review Update Purpose	Annual Verbal Report	Councillor Levy / Elizabeth Griffiths	April	<b>Scrutiny aim:</b> To receive a verbal update on the Council's investment property and the capital valuation process; focussing on any substantial moves or changes that have occurred in the Council's property portfolio valuations for 2022.
4	Service Performance Report – Quarter 3 or 4	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	<b>Scrutiny aim:</b> Report for comments or clarity
5	Finance Performance Report – Quarter 3 or 4	Quarterly Report	Councillor Levy / Elizabeth Griffiths	Quarterly	<b>Scrutiny aim:</b> Report for comments or clarity
6	Unicorn Public house Update	One off report	Clare Locke / Councillor Levy / Elizabeth Griffiths	Redacted Update Report	<b>Scrutiny aim:</b> Receive an update as requested from councillor Julian Cooper

Scrutiny Work Programme 2022/23

Annex I

Future FMOS 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:
4	Waste Service Review and Update Report		Report	Elizabeth Griffiths / Bill Oddy	June 2023	Scrutiny aim:
5	Leisure Centre Strategy		Report	Elizabeth Griffiths / Joy Aitman / Bill Oddy	Summer 2023	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.

Climate and Environment Overview and Scrutiny Committee 23 March 2023

WP	Title	Format	Executive Member / Lead Officer	When	Comments
1	Fly Tipping Enforcement update	Verbal Update	Councillor Prosser / Phil Measures / Susan McPherson / Mandy Fathers	As required	<b>Scrutiny aim:</b> To receive information on how many enforcement notices have been issued and ask questions
2	Flood – what is happening What is the progress	Verbal Update	Councillor Arciszewska / Laurence King / Phil Martin	As requested	Upstream out of Witney, Evenlode and Windrush Flood Management Service Review on Executive 8 Mar – awaiting responses. <b>Scrutiny aim:</b> To receive information and ask questions
3	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	<b>Project:</b> Environment Act and its implications for WODC <b>Differed to later meeting.</b> <b>Scrutiny aim:</b> To receive information and ask questions
4	Service Performance Report – Quarter 3	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	<b>Scrutiny aim:</b> Report for comments or clarity

Climate and Environment suggestions for future workstreams 2023

WP	Title	Format	Executive Member / Lead Officer	When	Comments
1	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: <a href="https://www.gov.uk/government/news/government-sets-out-plans-to-overhaul-waste-system">https://www.gov.uk/government/news/government-sets-out-plans-to-overhaul-waste-system</a> <b>Scrutiny aim:</b>
2	Air Quality	Annual Report	Councillor Prosser/ Phil Measures / Susan McPherson	As requested	<b>Scrutiny aim:</b> To receive information and ask questions
3	Environment Act and its implications for WODC	Report	Janice Barnsey / Clare Locke / Hannah Kenyon	When ready	Environment Act and its implications for WODC (Bill Oddy)
4	Waste Service Review and Update Report	Update Verbal/ Report	Bill Oddy		<b>Scrutiny aim:</b>
5	Regular Flood Updates	Update Verbal/ Report	Councillor Arciszewska / Laurence King / Phil Martin	As required	<b>Scrutiny aim:</b>

**Climate and Environment Regular Reports:**

Regular Reports	Further Information	Comments	Lead Officer / Executive Member
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 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 16 March 2023 (Postponed from 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 had a Emergency Decision taken on the CCTV replacement programme. Scrutiny aware. <b>Scrutiny aim:</b> To review the documents provided to the committee re CCTV replacement programme.
2	Defence Infrastructure. Jon Dearing said he had invited Mr Wooden				Defence Infrastructure. <b>Scrutiny aim:</b> To note the latest update from MOD
3	Establishment of a working party to consider issues of concern around the Leisure Centres		Councillor Andrew Beaney /		Bill Oddy – Consultant dealing with Leisure Centre Review.
4	Service Performance Report – Quarter 2 and 3	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Jon Dearing / Bill Oddy	Quarterly	Report for comments or clarity – 45 mins <b>Scrutiny aim:</b> Note and comment
5	Refugee status	Statement report	Paula Massey	Quarterly	Report for comments or clarity – 5 mins, Chair to read out.
6	Public houses – future after closure	statement	Chris Hargreaves	One Off	Motion Forwarded to Scrutiny. <b>Scrutiny aim:</b> Note and comment
7	Enforcement Improvement Programme Update	Verbal update	Jon Dearing	One Off	Committee requested a Enforcement Improvement Programme Update <b>Scrutiny aim:</b> Note and comment

Economic Overview and Scrutiny Future Meetings

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	Working Group	Geoff Saul / Caroline Clissold / Jon Dearing	Spring 2023	Update from Jon Dearing: Caroline Clissold is going to set up a separate meeting for Councillor Saul, Councillor Poole, Caroline and Jon Dearing..
2	Leisure Centre Strategy		Joy Aitman / Bill Oddy	Summer 2023	<b>Bill Oddy spoken with Chair</b>
3	Stand-alone report from CBRE for the regeneration plan for Marriott's Walk – due July 2023.	Report		July 2023	
4	Developer contributions S106 money (SIL)	Update	Chris Hargraves	As requested	<b>Scrutiny aim:</b>
5	Service Performance Report – Quarter 3	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	Report for comments or clarity – 45 mins <b>Scrutiny aim:</b> Note and comment
6	Parking Strategy	Update	Councillor Arciszewska / Maria Wheatley	Executive in June 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. <b>Scrutiny aim:</b>
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. <b>Scrutiny aim:</b>

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 <b>Scrutiny aim:</b>
2	Health Care Provision in Oxfordshire	Ongoing	Councillor Aitman / Andy Barge / Heather McCulloch	As required	<b>Scrutiny aim:</b> Health Care Provision in Oxfordshire
3	Local Police with status update	Verbal update	Chair		<b>Scrutiny aim:</b>
4	WODC Housing in for a briefing on WODC housing work, responsibilities, current status and future			Jon Dearing – Crib sheet of questions	<b>Scrutiny aim:</b>
5	Enforcement Update	Update	Kelly Murray		<b>Scrutiny aim:</b>
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 <b>Scrutiny aim:</b>

**Economic Overview and Scrutiny Regular Reports:**

Regular Reports	Further Information	Comments	Lead Officer / Executive 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.