



WEST OXFORDSHIRE  
DISTRICT COUNCIL

## WEST OXFORDSHIRE DISTRICT COUNCIL

Name and date of Committee	<b>Economic and Social Overview and Scrutiny Committee 5 July 2023</b>
Report Number	<b>Agenda Item No. 13</b>
Subject	<b>Scrutiny Work Programme 2023/24</b>
Wards affected	All
<b>Economic and Social Accountable member / Group Manager Lead</b>	<b>Councillor (to be appointed 5 July 2023), Chair Economic and Social Overview and Scrutiny Committee Email: Assistant Director Lead : 5 July 2023</b>
Climate and Environment Accountable member / Group Manager Lead	Councillor (to be appointed 3 July 2023), Chair Climate and Environment Overview and Scrutiny Committee  Email: Assistant Director Lead: Bill Oddy, <a href="mailto:bill.oddy@publicagroup.uk">bill.oddy@publicagroup.uk</a>
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>  Assistant Director Lead: Phil Martin, <a href="mailto:phil.martin@publicagroup.uk">phil.martin@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 2023/24.
Annexes	<a href="#">Annex I</a> - Work Programme for 2023/24
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 2023 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

Economic Overview and Scrutiny 5 July 2023

WP	Title	Format	Executive Member / Lead Officer	When	Scrutiny Aim and Comments
1	Appraisal on CIL – CH Invited	Verbal Update	Chris Hargreaves / Jon Dearing	5 July 2023	<b>Scrutiny aim:</b> Committee to gain understanding of Community Infrastructure Levy (CIL), comment and note.
2	Update on CCTV – Andy Barge confirmed attendance 27/4/23	Verbal update	Andy Barge / Jon Dearing	5 July 2023	<b>Scrutiny aim:</b> Committee to note and comment.
3	Grant Overview Scheme	Verbal update	Dan Levy / Andy Barge	5 July 2023	<b>Scrutiny aim:</b> Committee to note and comment.
4	Local Plan Update – CH invited	Verbal update	Chris Hargreaves / Jon Dearing	5 July 2023	<b>Scrutiny aim:</b> Committee to note and comment.
5	Service Performance Report – Quarter 4	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Jon Dearing / Bill Oddy	Quarterly	Report for comments or clarity – Full Data required so that Committee can choose which data they would like to review, moving forward. <b>Scrutiny aim:</b> Note and comment which elements of the data reporting the Committee requires moving forward.
6	Refugee status	Statement report	Paula Massey	Quarterly	Report for comments or clarity – 5 mins, Chair to read out. Report to be in the public domain.
7	Response from Executive to Motions from this Committee on 16 <sup>th</sup> March meeting	Summary Report	Executive Committee	5 July 2023	Response from Executive <b>Scrutiny aim:</b> Note response

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.. Ongoing project.
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	Frank Wilson	Summer 2023	
4	Housing Association Sovereign	Verbal update	Geoff Saul / Jon Dearing	Sept 2023	<b>Scrutiny aim:</b> Committee to note and comment.
5	Service Performance Report	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 Summer 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 Summer. <b>Scrutiny aim:</b>
7	REEMA North - Defence Housing Infrastructure. MOD - Mr Jon Wooden		Jon Dearing / Councillor Saul / Giles Hughes Jon Wooden		Once an Update is available this item to move to the Committee Agenda. <b>Scrutiny aim:</b>

Scrutiny Work Programme 2023/24

Annex I

8	Upgrade to WO public space CCTV provision & monitoring arrangements	Regular Verbal update – timescale requested by the Committee	Councillor Saul / Andy Barge	CCTV replacement programme.	Upgrade to WO public space CCTV provision & monitoring arrangements <b>Scrutiny aim:</b> To review any documents and note updates
9	Health Care statistic from Oxfordshire Health Watch		Councillor Aitman / Heather McCulloch	TBA	
10	Health and Well Being Board data on medication shortages		Councillor Aitman / Heather McCulloch	TBA	
11	Health Care Provision in Oxfordshire	Ongoing	Councillor Aitman / Andy Barge / Heather McCulloch	As required	<b>Scrutiny aim:</b> Health Care Provision in Oxfordshire
12	Enforcement Improvement Programme Update	Verbal update	Jon Dearing	One Off	Committee requested a Enforcement Improvement Programme Update <b>Scrutiny aim:</b> Note and comment
13	Local Police – Verbal update			September meeting?	
14	West Oxfordshire Local Plan 2041 – Update		Chris Hargraves	TBA	
15	Enforcement Improvement Programme Update	Verbal update	Jon Dearing / Kelly Murray	One Off	Committee requested a Enforcement Improvement Programme Update <b>Scrutiny aim:</b> Note and comment
16	RAF Brize Norton	As required	Councillor Saul / Giles Hughes	TBA	Business model for housing on site – last update given May 2022 <b>Scrutiny aim:</b>

**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.
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 Overview and Scrutiny Committee 3 July 2023

WP	Title	Format	Executive Member / Lead Officer	When	Comments
1	Flood Management Action Plan – Progress, current position and future.	Verbal Update from Phil Martin and Laurence King	Councillor Arciszewska / Laurence King / Phil Martin	3 July meeting 2023?	Action plan of what is currently being done and progress in WODC for flood management. <b>Scrutiny aim:</b> To receive information and ask questions
2	Overview of new Grant Scheme	Verbal Update	Andy Barge / Bill Oddy	3 July meeting 2023	<b>Scrutiny aim:</b> Understanding of the new grant scheme
3	Overview of Local Plan	Verbal Update	Chris Hargraves / Bill Oddy	3 July meeting 2023	<b>Scrutiny aim:</b> Understanding, progress and update of where the Local Plan is, and timeline
4	Update on motions (Swift Nesting and Dev Grampian) referred from this Committee to Executive	Response from Executive	Response from Executive meeting 20 June 2023	3 July meeting 2023	<b>Scrutiny aim:</b> – to note the response from Executive.
5	Service Performance Report – Quarter 4	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	<b>Scrutiny aim:</b> Report for comments or clarity

Scrutiny Work Programme 2023/24

Annex I

WP	Title	Format	Executive Member / Lead Officer	When	Comments
1	Carbon Action Plan – update on one project - September 2023 meeting	Verbal update and supporting documentation	Councillor Prosser / Hannah Kenyon Claire Locke re Carterton Leisure Centre	Every committee update on one project when appropriate.	<b>Project:</b> Environment Act and its implications for WODC <b>Differed to later meeting – planned September 2023 meeting.</b> <b>Scrutiny aim:</b> To receive information and ask questions
2	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>
3	Air Quality	Annual Report	Councillor Prosser/ Phil Measures / Susan McPherson	As requested	<b>Scrutiny aim:</b> To receive information and ask questions
4	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)
5	Waste Service Review and Update Report	Update Verbal/ Report	Bill Oddy	As required	<b>Scrutiny aim:</b>
6	Regular Flood Updates	Update Verbal/ Report	Councillor Arciszewska / Laurence King / Phil Martin	As required	<b>Scrutiny aim:</b>



Scrutiny Work Programme 2023/24

Annex I

7	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
---	--------------------------------	---------------	--	-------------	--

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.

Financial Management OS 14 June 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	June 2023	<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.
3	Ubico Write Off Table Reveiw	Verbal	Bill Oddy	As required	<b>Scrutiny aim:</b> To ensure members are aware of write off process.
4	Service Performance Report – Quarter 4	Quarterly Report	Councillor Levy / Elizabeth Griffiths / Bill Oddy	Quarterly	<b>Scrutiny aim:</b> Report for comments or clarity
5	Finance Performance Report – Quarter 4	Quarterly Report	Councillor Levy / Elizabeth Griffiths	Quarterly	<b>Scrutiny aim:</b> Report for comments or clarity

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	<b>Scrutiny aim:</b>
2	Investment Property Review Update Purpose		Annual Verbal Report	Councillor Levy / Elizabeth Griffiths	June 2023	<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 2023/24.
3	Treasury Management Outturn		Report	Elizabeth Griffiths / Phil Martin	When Required	<b>Scrutiny aim:</b>
4	Treasury Management Mid Term		Report	Elizabeth Griffiths / Phil Martin	When Required	<b>Scrutiny aim:</b>
5	Waste Service Review and Update Report		Report	Elizabeth Griffiths / Bill Oddy	Late 2023	<b>Scrutiny aim:</b>
6	Leisure Centre Strategy		Report	Elizabeth Griffiths / Joy Aitman / Bill Oddy	Summer 2023	<b>Scrutiny aim:</b>

**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.