



WEST OXFORDSHIRE  
DISTRICT COUNCIL

**DRAFT OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME  
3 JUNE 2024 – 30 JUNE 2024**

**Overview and Scrutiny Committee**

The Council currently operates the Strong Leader and Executive form of governance. The Council has appointed one Overview and Scrutiny Committee which has the power to investigate Executive decisions and any other matters relevant to the district and its people, making recommendations to the Council, Executive or any other Committee or Sub-Committee of the Council. Overview and Scrutiny has an important role in holding the Executive to account and in contributing to policy development.

The Overview and Scrutiny Committee operates a work plan which is agreed annually but provides for flexibility to enable the Committee to respond to emerging issues or priorities. The work plan will include a mix of Executive reports that have been selected for pre-decision scrutiny, and reports on other Council services, topics or issues which have been specifically requested by the Overview and Scrutiny Committee. In setting and reviewing its work plan, the Committee will be mindful of the constraints of the organisation and may prioritise based on the following considerations (TOPIC criteria):

**Timeliness:** Is it timely to consider this issue?

**Organisational priority:** Is it a Council priority?

**Public Interest:** Is it of significant public interest?

**Influence:** Can Scrutiny have meaningful influence?

**Cost:** Does it involve a high level of expenditure, income or savings?

**Call In**

The Overview and Scrutiny Committee will consider any “call-in” of an executive decision that has been made but not yet implemented. This enables the Committee to consider whether the decision made is appropriate given all relevant information (but not because it would have made a different decision). It may recommend that the Executive, an Executive Member or the Council should reconsider the decision.

Item	Executive Member	Lead Officer
<b>Wednesday, 5 June 2024</b>		
Salt Cross Garden Village Area Action Plan (AAP)	Leader of the Council - Cllr Andy Graham	Chris Hargraves, Planning Policy Manager chris.hargraves@publicagroup.uk
Approval of Upgrade to WODC Public Space CCTV Provision and Monitoring Arrangements	Councillor Geoff Saul, Executive Member for Housing and Social Welfare	Andy Barge, Assistant Director for Communities andy.barge@publicagroup.uk
Service Performance Report 2023-24 Quarter Four	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
Changes to Customer Telephone Access Times	Executive Member for Leisure and Major Projects - Cllr Tim Sumner	Michelle Clifford, Business Manager - Customer Experience & Resources michelle.clifford@publicagroup.uk
<b>Wednesday, 17 July 2024</b>		
Waste Service Update	Executive Member for Environment - Cllr Lidia Arciszewska	Simon Anthony, Business Manager - Environmental Services Simon.Anthony@publicagroup.uk
Financial Performance Report 2023-24 Quarter Four	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Chief Accountant georgina.dyer@publicagroup.uk
Community Infrastructure Levy (CIL) Draft Charging Schedule	Leader of the Council - Cllr Andy Graham	Chris Hargraves, Planning Policy Manager chris.hargraves@publicagroup.uk
Publica Transition Plan	Leader of the Council - Cllr Andy Graham	Andrew Pollard, Interim Programme Director

		Andrew.Pollard@publicagroup.uk
One-Year Publica Business Plan	Leader of the Council - Cllr Andy Graham	Bill Oddy, Assistant Director for Commercial Development Bill.Oddy@publicagroup.uk
Public Convenience Contract	Executive Member for Environment - Cllr Lidia Arciszewska	Maria Wheatley, Shared Parking Manager maria.wheatley@publicagroup.uk
<b>Wednesday, 4 September 2024</b>		
Development Management Improvement Programme	Executive Member for Planning and Sustainable Development	Phil Shaw, Business Manager - Development Management phil.shaw@publicagroup.uk
Responding to external consultations	Leader of the Council - Cllr Andy Graham	Giles Hughes, Chief Executive giles.hughes@westoxon.gov.uk
Climate Change Strategy	Executive Member for Climate Action and Nature Recovery	Hannah Kenyon, Climate Change Manager hannah.kenyon@westoxon.gov.uk
Service Performance Report 2024-25 Quarter One	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
Financial Performance Report 2024-25 Quarter One	Leader of the Council - Cllr Andy Graham	Madhu Richards, Director of Finance madhu.richards@westoxon.gov.uk
<b>Wednesday, 2 October 2024</b>		
Supporting market town and village centres	Deputy Leader - Economic Development - Cllr Duncan Enright	Philippa Lowe, Business Manager Localities philippa.lowe@publicagroup.uk

Knights Court Business Case	Executive Member for Housing and Social Welfare - Cllr Geoff Saul	Business Manager Assets & Council Priorities - Andrew Turner
<b>Wednesday, 6 November 2024</b>		
District Boundary Review - Council Size Proposal	Leader of the Council - Cllr Andy Graham	Andrew Brown, Democratic Services Business Manager andrew.brown@publicagroup.uk
Annual Monitoring Report	Leader of the Council - Cllr Andy Graham	Chris Hargraves, Planning Policy Manager chris.hargraves@publicagroup.uk
Financial Performance Report 2024-25 Quarter Two	Executive Member for Finance - Cllr Alaric Smith	Madhu Richards, Director of Finance madhu.richards@westoxon.gov.uk
<b>Wednesday, 4 December 2024</b>		
Affordable Housing Delivery	Executive Member for Housing and Social Welfare - Cllr Geoff Saul	Charlie Jackson, Assistant Director - Planning and Sustainability charlie.jackson@publicagroup.uk
Service Performance Report 2024-25 Quarter Two	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
Draft Budget 2025 – 2026, Version One	Executive Member for Finance - Cllr Alaric Smith	Madhu Richards, Director of Finance madhu.richards@westoxon.gov.uk
<b>Wednesday, 8 January 2025</b>		
Draft Budget 2025 – 2026, Version Two	Executive Member for Finance - Cllr Alaric	Madhu Richards, Director of Finance

	Smith	madhu.richards@westoxon.gov.uk
<b>Wednesday, 5 February 2025</b>		
Budget 2025 – 2026	Executive Member for Finance - Cllr Alaric Smith	Madhu Richards, Director of Finance madhu.richards@westoxon.gov.uk
<b>Wednesday, 5 March 2025</b>		
Service Performance Report 2024-25 Quarter Three	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
Financial Performance Report 2024-25 Quarter Three	Executive Member for Finance - Cllr Alaric Smith	Madhu Richards, Director of Finance madhu.richards@westoxon.gov.uk
Community Grants	Executive Member for Stronger Healthy Communities - Cllr Rizvana Poole	Andy Barge, Assistant Director for Communities andy.barge@publicagroup.uk
<b>Wednesday, 16 April 2025 - no items currently scheduled</b>		