



## SUPPLEMENTARY INFORMATION

## Overview and Scrutiny Committee

6 September 2022

Agenda Item Number	Page	Title	Officer Responsible	Reason Not Included with Original Agenda
6.	(Pages 3 - 6)	Climate Change update – draft Terms of Reference (ToR) for Climate Activity Working Group	Corporate Director Communities, Assistant Director Environmental Services	ToR being drafted at time of agenda dispatch.
8.	(Pages 7 - 10)	Cost of Living update – draft Terms of Reference (ToR) for Food Poverty Working Group	Corporate Director Resources, Chief Executive, Assistant Director Wellbeing & Housing	ToR being drafted at time of agenda dispatch.

*If you need any further information about the meeting please contact Emma Faulkner / Lesley Farrell, Democratic and Elections [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk), 01295 221953 / 01295 221591*

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## Climate Activity Review Group Scoping Document

This scoping template is designed to assist councillors and officers in establishing the focus of a scrutiny review group. It emphasises the need for scrutiny review groups to have a clear purpose, rationale and focus for their work, and to make the best use of the resources available within a given time frame. This document will act as a reference guide throughout the review process to ensure the does not deviate from its intended purpose.

<b>Review Group Overview &amp; Scrutiny (O&amp;S) Committee Member Lead</b>	TBC
<b>Membership</b>	Councillors Matt Hodgson, Perran Moon and John Broad have expressed interest.
<b>Officer Support</b>	Emma Faulkner, Democratic and Elections Officer Ian Boll, Corporate Director Communities Ed Potter, Assistant Director Environmental Services Climate Action Manager when appointed (recruitment is in progress)
<b>Background</b>	At Full Council in July 2019 a motion was adopted which declared a climate emergency in Cherwell, and pledged to make Cherwell District Council net zero by 2030. Work has been underway towards the net zero target, and through the award of £6m funding via the public sector decarbonisation scheme, air source heat pumps, a solar heat array and photo voltaic car ports have been installed in council buildings. Bioregional were recently commissioned to review the council's activities against the 'One Planet Living' (OPL) framework. The O&S Committee have recommended to Executive that the OPL approach be endorsed, and further work is now required to determine the implications of the 10 OPL principles, and which ones should be fully incorporated into council policy.
<b>Rationale</b>	Since the climate emergency declaration work has been underway towards the net carbon target, however there has not been a unified update to Members on progress of the work. The endorsement of the OPL framework is an opportunity to restart conversations on climate activities taking place across the council, whilst providing officers with additional resource to work through the detail of the framework and what can realistically be incorporated into policy.
<b>Indicators of Success</b>	<ul style="list-style-type: none"> <li>• A clear action plan for the incorporation of OPL principles in council policy</li> <li>• Ongoing progress towards the 2030 net carbon target regularly reported to Members (format to be determined during the review)</li> </ul>

<b>Out of Scope</b>	Although the OPL principles will impact on the ongoing Local Plan work, detailed Local Plan work will be picked up by the relevant Member and officer working groups. This working group will focus on understanding current and future climate activity work.		
<b>Method / Approach</b>	<ul style="list-style-type: none"> <li>• Discussions with Bioregional to understand the details and potential complexities of the OPL principles.</li> <li>• Discussions with relevant CDC officers to understand how OPL principles can be aligned with existing and developing council policy, and how they may form the basis of future strategic priorities and delivery themes.</li> <li>• Individual working group members will be expected to carry out research on agreed areas between meetings</li> <li>• Virtual meetings and MS Teams to be primary method of meeting, as this offers more flexibility to all working group members.</li> <li>• Updates on progress to be provided to formal O&amp;S committee meetings.</li> </ul>		
<b>Guest speakers / Witnesses / Experts</b>	Bioregional Councillor Dan Sames, Portfolio Holder for Cleaner and Greener Communities.		
<b>Evidence required and documents</b>	One Planet Living Framework Carbon Management Plan (O&S 6 September)		
<b>Site Visits</b>	None anticipated at this stage.		
<b>Risks</b>	Budget implications of adopting OPL principles Availability of councillors and officers to progress the work.		
<b>Projected Start Date</b>	As soon as possible	<b>Draft Report Deadline</b>	TBC
<b>Meeting Frequency</b>	As required	<b>Projected Completion Date</b>	December 2022

<b>Approved by Overview &amp; Scrutiny Committee</b>	<b>Date:</b>
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### Draft Outline of meetings

(Review Group members are reminded that they will be required to undertake evidence gathering and work outside of the meetings detailed below to ensure that the Review completion date is met)

Meeting 1 –
Meeting 2 –

Meeting 3 –
Meeting 4 –
Meeting 5 –

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## Food Poverty Review Group Scoping Document

This scoping template is designed to assist councillors and officers in establishing the focus of a scrutiny review group. It emphasises the need for scrutiny review groups to have a clear purpose, rationale and focus for their work, and to make the best use of the resources available within a given time frame.

This document will act as a reference guide throughout the review process to ensure the does not deviate from its intended purpose.

<b>Review Group Overview &amp; Scrutiny (O&amp;S) Committee Member Lead</b>	TBC
<b>Membership</b>	Councillors Perran Moon and Dr Chukwudi Okeke have expressed interest
<b>Officer Support</b>	Emma Faulkner, Democratic and Elections Officer Nicola Riley, Assistant Director Wellbeing & Housing Richard Webb, Assistant Director Regulatory Services & Community Safety
<b>Background</b>	<p>At full Council in July 2022 a motion was adopted which declared a food poverty emergency. The motion included commitment to the following actions:</p> <ul style="list-style-type: none"> <li>• Designating a Food Champion – Councillor Phil Chapman</li> <li>• Establishing &amp; reporting to O&amp;S the scale of the food poverty crisis in Cherwell</li> <li>• Drawing up a Cherwell Food Action Plan to support local communities</li> <li>• Developing a promotional campaign relating to underclaimed Health Start Food vouchers</li> <li>• Supporting local communities to reduce food waste.</li> </ul> <p>Prior to the food poverty emergency being declared, in June 2022 Executive endorsed and committed to the Oxfordshire Food Strategy. Council’s endorsing the strategy are expected to produce a food action plan, and the working group will have a key role in shaping the action plan for Cherwell.</p>
<b>Rationale</b>	The increase in the cost of living is a concern for everyone. The establishment of a working group will provide an opportunity for focussed member engagement on the food poverty aspect, as this is an area the district council is involved in and can have an impact on.
<b>Indicators of Success</b>	<ul style="list-style-type: none"> <li>• A draft food action plan for consideration by the Executive.</li> <li>• A ‘Food Poverty Dashboard’ to be able to report the level of the issue across the district, showing direction of travel.</li> <li>• Food businesses working with local communities to provide an outlet for food that may otherwise be ‘waste’.</li> </ul>

<b>Out of Scope</b>	Increasing fuel costs and fuel poverty. The district council has no legislative remit over fuel costs, and any support or funding would come from central government.		
<b>Method / Approach</b>	<ul style="list-style-type: none"> <li>Working Group members to gather information regarding the status of their local area, either through direct contact with affected residents or via discussions with town and parish councils, to build a district-wide picture of the issues.</li> <li>Liaison with ICT and Digital Lead Consultant to determine which metrics to use to assess progress.</li> <li>Individual working group members will be expected to carry out research on agreed areas between meetings.</li> <li>Virtual meetings and MS Teams to be primary method of meeting, as this offers more flexibility to all working group members.</li> <li>Updates on progress to be provided to formal O&amp;S committee meetings.</li> </ul>		
<b>Guest speakers / Witnesses / Experts</b>	Good Food Oxfordshire, as owners of the Oxfordshire Food Strategy. Cherwell Collective – a Kidlington based charity that supports Cherwell Larder, Climatedarian Kitchen and Harvest @ Home Councillor Phil Chapman, Food Champion Mark Duff, ICT and Digital Lead Consultant		
<b>Evidence required and documents</b>	Oxfordshire Food Strategy		
<b>Site Visits</b>	Community food providers		
<b>Risks</b>	Availability of councillors and officers to progress the work		
<b>Projected Start Date</b>	As soon as possible	<b>Draft Report Deadline</b>	TBC
<b>Meeting Frequency</b>	As required	<b>Projected Completion Date</b>	TBC

<b>Approved by Overview &amp; Scrutiny Committee</b>	<b>Date:</b>
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