



Committee: Overview and Scrutiny Committee
Date: Thursday 30 January 2020
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

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| Councillor Lucinda Wing (Chairman) | Councillor Tom Wallis (Vice-Chairman) |
| Councillor Mike Bishop | Councillor Phil Chapman |
| Councillor Chris Heath | Councillor Shaida Hussain |
| Councillor Tony Mephram | Councillor Ian Middleton |
| Councillor Perran Moon | Councillor Les Sibley |
| Councillor Douglas Webb | Councillor Bryn Williams |

AGENDA

Overview and Scrutiny Members should not normally be subject to the party whip. Where a member is subject to a party whip they must declare this at the beginning of the meeting and it should be recorded in the minutes.

1. **Apologies for Absence and Notification of Substitute Members**

2. **Declarations of Interest**

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. **Minutes** (Pages 1 - 6)

To confirm as a correct record the minutes of the meeting held on 3 December 2019.

4. **Chairman's Announcements**

To receive communications from the Chairman.

5. Business Plan 2020/21 (Pages 7 - 8)

The Acting Assistant Director: Performance and Transformation will give a presentation about the draft business plan and the process that supports the creation of the overarching plan.

A successful approach to performance management enables us to demonstrate that we are delivering services effectively, and succeeding in achieving our goals illustrated in the Business Plan (draft attached for information).

As part of our annual business planning process we follow a clear cycle. We consult with businesses and residents to understand local priorities, we work with our partners to agree priorities and objectives and set a budget to deliver them. Finally our services develop service plans to ensure we meet our commitments and we report upon our progress to Overview & Scrutiny on a quarterly basis.

The Committee is requested to note the draft business plan, any feedback on the plan will be reported to Executive at their meeting on 3 February 2020.

6. Work Programme 2019/2020 (Pages 9 - 14)

Democratic and Elections Officers will give an update on progress regarding subjects raised at previous Committee meetings (appendix 1, attached).

The Committee to consider the work programme (appendix 2, attached).

7. Urgent Business

The Chairman to advise whether they have agreed to any items of urgent business being admitted to the agenda.

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Meeting

Apologies for Absence

Apologies for absence should be notified to democracy@cherwellandsouthnorthants.gov.uk or 01295 221953 / 01295 221591 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Emma Faulkner / Lesley Farrell, Democratic and Elections
democracy@cherwellandsouthnorthants.gov.uk, 01295 221953 / 01295 221591

Yvonne Rees
Chief Executive

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