

Public Document Pack



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

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

Membership

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

Published on Wednesday 22 January 2020

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Cherwell District Council

Overview and Scrutiny Committee

Minutes of a meeting of the Overview and Scrutiny Committee held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 3 December 2019 at 6.30 pm

Present: Councillor Lucinda Wing (Chairman)
Councillor Mike Bishop
Councillor Phil Chapman
Councillor Chris Heath
Councillor Shaida Hussain
Councillor Ian Middleton
Councillor Perran Moon
Councillor Les Sibley

Also Present: Councillor Barry Wood - Leader of the Council
Councillor Andrew McHugh – Lead Member for Health and Wellbeing

Apologies for absence: Councillor Tom Wallis
Councillor Tony Mephram
Councillor Bryn Williams

Officers: Simon Furlong, Corporate Director - Communities
Robert Jolley, Assistant Director: Growth & Economy
Nicola Riley, Assistant Director: Wellbeing
Hedd Vaughan Evans, Assistant Director Performance and Transformation
Kevin Larnar, Healthy Communities Manager
Louise Tustian, Acting Assistant Director Performance and Transformation
Natasha Clark, Governance and Elections Manager
Emma Faulkner, Democratic and Elections Officer
Lesley Farrell, Democratic and Elections Officer

34 **Declarations of Interest**

There were no declarations of interest.

35 **Minutes**

The Minutes of the meeting of the Committee held on 15 October 2019 were confirmed as a correct record and signed by the Chairman.

36 **Chairman's Announcements**

The Chairman requested that Members asked one question and one follow-up question per item, due to the lengthy agenda.

37 **Oxfordshire Growth Board**

The Chairman welcomed Bev Hindle, Director of the Oxfordshire Growth Board, to the meeting to give an overview of the work of the Board.

The Committee was advised that the Growth Board had been established in 2015 as a joint Committee of the six councils of Oxfordshire, together with key strategic partners. The Board was set up to facilitate and enable joint working on economic development, strategic planning and growth.

Mr Hindle explained that a Housing and Growth Deal had been agreed and signed in 2018 between Oxfordshire and the Government. The deal provided a development framework for the county, and included £150 million government funding for infrastructure, and £60 million for affordable housing.

The Board oversees all the projects agreed in the City Deal and Local Housing and Growth Deal that fall to the councils to deliver, and has an overall responsibility to manage programmes of work alongside the Oxfordshire Local Enterprise Partnership. It also advises on matters of collective interest, seeks agreement on local priorities and influences relevant local, regional and national bodies.

The Growth Board had been anticipating an update from Highways England with regards to the proposed Oxford to Cambridge Expressway, however decisions had been delayed due to the General Election.

In response to questions from the Committee, Mr Hindle explained that there had been a lot of growth in the county already due to an increase in jobs, and there were not enough homes to meet the need for the additional jobs.

With regard to proposals around the East-West rail link, Mr Hindle confirmed that the Growth Board did have discussions with relevant authorities regarding the project.

The Committee thanked Mr Hindle for his attendance.

38 **Veterans, Armed Forces Covenant and Remembrance**

The Committee considered a briefing note from the Healthy Communities Manager, which gave details of current and planned future CDC support relating to veterans, the Armed Forces Covenant and remembrance events.

In response to questions from the Committee, the Healthy Communities Manager advised that the guaranteed interview scheme for veterans had only been running for a couple of months, so initial data was still being collected.

The Healthy Communities Manager added that the council would be actively promoting the various policies and schemes available relating to veterans, with the details from the briefing note being sent to parish councils.

Resolved

- (1) That the briefing note be noted.

39 **Monthly Performance, Risk and Finance Monitoring Report - September 2019**

The Committee considered a report from the Executive Director: Finance (Interim) and Assistant Director: Performance and Transformation which detailed the monthly performance, risk and finance monitoring for September 2019.

In response to questions from the Committee regarding indicator CDC2.2.08 - % of Council Tax collected, and whether it was being measured correctly, the Assistant Director: Performance and Transformation explained that it was a volatile measure which saw a lot of movement across the year. Due to the amount of development across the district the tax base was increasing, but the timing of properties being allocated a Council Tax band impacted on collection rates each month.

The Assistant Director: Performance and Transformation added that it was possible for residents to pay instalments towards Council Tax whilst they were waiting for bills to be issued. The Committee commented that this option did not seem to be proactively advertised, and suggested it could be useful to some residents. The Assistant Director: Performance and Transformation agreed to feedback the Committee's comments to relevant officers.

The Chairman advised the Committee that it was the last meeting the Assistant Director: Performance and Transformation would be attending, as he was leaving the council to start new employment at another Local Authority. The Committee thanked the Assistant Director for his help and support, and wished him well in his new role.

Resolved

- (1) That the monthly performance, risk and finance monitoring report be noted
- (2) That it be noted that the performance, risk and finance monitoring report was considered by Executive on a monthly basis.
- (3) That no areas for further consideration by Executive be identified at this time.

40

Oxfordshire Safeguarding Children Board/Oxfordshire Safeguarding Adult Board Section 11 Review and Endorsement

The Committee considered a briefing note from the Assistant Director: Wellbeing regarding the Section 11 Audit for the Oxfordshire Safeguarding Boards.

The Assistant Director: Wellbeing explained that the self-assessment contained 17 questions across four core standards that the Council had to complete. 15 questions had been graded green, 2 amber, and none had been graded red.

The accompanying action plan for the amber graded questions detailed improvements to be made in relation to training. This included increasing take up of Member training to 60%, and carrying out an impact analysis of staff training.

In response to queries from the Committee, the Assistant Director: Wellbeing confirmed that safeguarding resources were available from the Oxfordshire Safeguarding Children Board website, and from Active Oxfordshire, to assist sports clubs and associations with the various requirements from sports boards and governing bodies.

Resolved

- (1) That the Section 11 Audit for the Oxfordshire Safeguarding Children Board and Oxfordshire Safeguarding Adult Board be endorsed.

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Public Art

The Committee considered a briefing note from the Assistant Director: Wellbeing which provided an overview of the Council's role in relation to public art.

The Assistant Director: Wellbeing showed examples of public art across the district that the Council had been involved with. With regards to the 'Settlement' sculpture on the Bellway development at Southam Road, Banbury, the Assistant Director: Wellbeing advised that work was ongoing with the art as it was dependent on the correct type of wood being available.

In response to questions from the Committee, the Assistant Director: Wellbeing advised that there wasn't any guidance specifically for privately commissioned art.

Resolved

- (1) That the briefing note be noted.

42

Overview and Scrutiny Work Programme 2019/2020

The Democratic and Elections Officers gave an update on the status of topics suggested for Scrutiny, and the indicative Committee work programme.

With regard to topics suggested for Scrutiny, Democratic and Elections Officers reported that no scoping documents had been submitted by Members who had suggested potential topics for review. As and when scoping documents were received, they would be added to future agendas for discussion.

Regarding the work programme for the January 2020 meeting, officers advised that whilst the item was listed as Budget and Business Planning, the Committee would only be considering the Business Plan for 2020-2021. The Budget element of the item would be considered by Budget Planning Committee at its 6 January 2020 meeting, to which all Members had been invited to attend.

The Chairman advised the Committee that she would be sending out a short survey to all Members of the Council, via the Democratic and Elections team, to find out Members' views of the Overview and Scrutiny function. The results of the survey would be used to help shape the future work of the Committee, and the Chairman encouraged all Members to complete the survey.

Resolved

(1) That the work programme be noted

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Urgent Business

There were no items of urgent business.

The meeting ended at 8.20 pm

Chairman:

Date:

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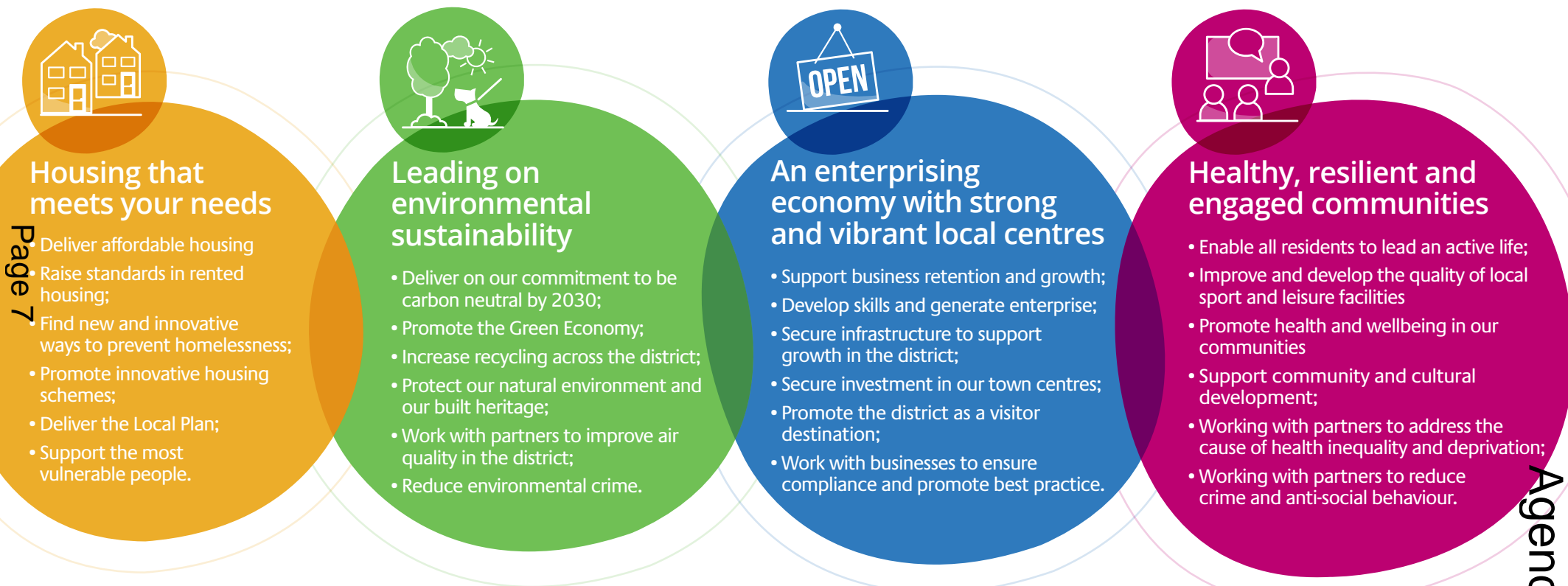
Cherwell District Council Business Plan 2020-2021

Where communities thrive, and businesses grow



Cherwell
DISTRICT COUNCIL
NORTH OXFORDSHIRE

Strategic Priorities:



Themes:

• Customers

To deliver high quality, accessible and convenient services that are right first time.

• Healthy Places

Working collaboratively to create sustainable, thriving communities that support good lifestyle choices.

• Partnerships

Working with partners to improve the services we provide for our residents and communities.

• Continuous Improvement

Making the best use of our resources and focusing on improvement, innovation and staff development to maintain and enhance services.

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Topic and suggested by	Update	Status / Proposed action
Raised in 2018/19 Municipal Year and carried forward		
<p>Kidlington and Bicester Town Centre – Progress against master plans</p> <p>Former Councillor Neil Prestidge Councillor Lucinda Wing: Should a strategy to encourage High Street Retailers to town centres be in the Masterplan?</p>	<p>As previously reported, officers from Planning Policy have agreed to attend a future meeting of the Overview and Scrutiny Committee to discuss this subject.</p>	<p>Attendance will be scheduled when appropriate.</p>
2019/20 Municipal Year		
<p>Planning Policy for the District, including the Growth Deal.</p> <p>Raised by Councillors Ian Middleton, Mike Bishop, Chris Heath and Phil Chapman</p>	<p>As previously reported, officers from Planning Policy have agreed to attend a future meeting of the Overview and Scrutiny Committee to discuss this subject.</p>	<p>Attendance will be scheduled when appropriate.</p>
<p>Telephony Blackspots</p> <p>Raised by Councillors Tom Wallis, Sandra Rhodes and Bryn Williams</p>	<p>The Committee requested information regarding the level of mobile phone signal across the District. Ofcom has launched a mobile coverage checker that lets anyone check what signal they should be receiving from any of the four major UK networks. Below is a link to the checker which shows coverage on a map:</p> <p>https://checker.ofcom.org.uk/mobile-coverage</p>	<p>Committee to advise what/if any next steps it would like to take.</p> <p>No information has yet been received from members who suggested this topic.</p>

Appendix 1

<p>Management companies managing new housing developments – is the use of management companies rather than adoption by the Council on the rise, if so what is the cause of this?</p> <p>Raised by Councillor Lucinda Wing</p>	<p>Details of information received from Jenny Barker – Bicester Delivery Manager, on Management Companies emailed to O & S Committee Members on 23 September.</p>	<p>Committee to advise what/if any next steps it would like to take.</p> <p>No information has yet been received from members who suggested this topic</p>
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Overview and Scrutiny Work Programme 2019/20

Item	Description	Contact Officer
17 March 2020		
Housing Strategy - update	Policy Review: Review of progress against the action plan one year after implementation	Gillian Douglas, Assistant Director Social Care Commissioning and Housing
PS 9 11 Overview and Scrutiny Committee Annual Report 2019/20	The Constitution requires that the Overview and Scrutiny Committee submit an annual report to Council. This is an opportunity for the Committee to review the draft Annual Report	Emma Faulkner, Democratic and Elections Lesley Farrell, Democratic and Elections
Performance, risk and finance monitoring	Performance Monitoring: Full quarterly Performance report	Louise Tustian – Acting Assistant Director Performance and Transformation
Executive and Scrutiny Protocol	To consider a protocol for Executive and Scrutiny to define the relationship between the two	Nick Graham – Director Law and Governance Natasha Clark – Governance and Elections Manager
Work Programme	Standing item: Updates on topics suggested for consideration and review of work programme	Emma Faulkner, Democratic and Elections Lesley Farrell, Democratic and Elections

Updated: 22.01.2020

Item	Description	Contact Officer
Items to be allocated		
Cherwell Industrial Strategy	Policy development: To consider and contribute to the development of the Cherwell Industrial Strategy	Robert Jolley – Assistant Director Growth & Economy
Climate Change	Policy Development - To consider and comment on the emerging Climate Change Strategy	Ed Potter – Assistant Director Environmental Services
Masterplan update with a focus on supporting thriving town centres	Information on progress of masterplan implementation and support being offered to town centres to assist regeneration	David Peckford, Assistant Director Planning & Development
Local Plan Update	Following queries raised by the Committee – this will be scheduled at the appropriate time	David Peckford, Assistant Director Planning & Development
Management Companies Managing New Housing Developments	Query raised by the Committee about the use of management companies rather than town/parish councils taking on responsibility for green spaces. Presentation to be scheduled to advise the Committee of the council's policy	David Peckford, Assistant Director Planning & Development Jenny Barker – Bicester Delivery Manager

Meeting Dates 2019/20 (All Tuesday, 6.30pm)

17 March 2020

Meeting Dates 2020/21 (All Tuesday, 6.30pm unless indicated)

2 June 2020 (*Scrutiny training will be held TBC 6.30-8pm, with the meeting, focusing on work programme planning, at 8pm*); 14 July 2020; 1 September 2020; 13 October 2020; 1 December 2020; 12 January 2021; 16 March 2021

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Updated: 22.01.2020

Work Programme Items:

Members are reminded of the five roles of scrutiny when considering items for the work programme:

- Performance Monitoring
- Policy Development
- Policy Review
- Holding the Executive to Account
- External Scrutiny

With the exception of the monthly work programme update and Annual Report, each scheduled item on the work programme identifies the scrutiny role it reflects.

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