



Committee: Overview and Scrutiny Committee
Date: Tuesday 15 March 2022
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, Oxon OX15 4AA

Membership

Councillor Tom Wallis (Chairman)	Councillor Douglas Webb (Vice-Chairman)
Councillor Mike Bishop	Councillor Sandy Dallimore
Councillor Matt Hodgson	Councillor Simon Holland
Councillor David Hughes	Councillor Ian Middleton
Councillor Perran Moon	Councillor Adam Nell
Councillor Les Sibley	Councillor Bryn Williams

Substitutes Any member of the relevant political group, excluding Executive members

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 5 - 10)

To confirm as a correct record the minutes of the meeting held on 1 February 2022.

4. **Chairman's Announcements**

To receive communications from the Chairman.

5. Urgent Business

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

6. Monthly Performance, Risk and Finance Monitoring Report (Pages 11 - 48)

Report of Assistant Director of Finance and Head of Insight and Corporate Programmes

Purpose of report

This report summarises the Council's Performance, Risk and Finance monitoring positions as at the end of January 2022.

Recommendations

The meeting is recommended:

- 1.1 To note the performance aspects of the monthly Performance, Risk and Finance Monitoring Report

7. Overview and Scrutiny Working Groups

Report of Director - Law and Governance.

To present the final reports of the scrutiny working groups on Members' Education and Training, and Parish Engagement.

Please note these reports will be 'to follow' as they are currently being reviewed and finalised

8. Overview and Scrutiny Committee Annual Report 2021/22 (Pages 49 - 76)

Report of Director – Law and Governance.

Purpose of Report

This report presents the draft Overview and Scrutiny Annual Report for 2021/22

Recommendations

The meeting is recommended:

- 1.1 To consider and provide feedback on the draft Overview and Scrutiny Committee Annual report for 2021/22

- 1.2 To delegate authority to the Director – Law and Governance, in consultation with the Chairman of the Overview and Scrutiny Committee, to finalise the areas highlighted in the report following the final meeting of the municipal year, prior to its submission to Council.

9. Work Programme (Pages 77 - 90)

There are four documents for the Committee to consider:

- Appendix 1 – Constitution Review update
- Appendix 2 – Indicative Work Programme for 2022-2023
- Appendix 3 – Topic list update
- Appendix 4 – Update on items previously submitted to the Overview and Scrutiny Committee

Recommendations

The meeting is recommended:

- 1.1 To delegate responsibility to the Monitoring Officer, in consultation with the named officer where necessary, to review the following aspects of the Constitution to submit to the 19 May Council meeting with a view to their adoption:
 - Contract Procedure Rules and Financial Procedure Rules, in consultation with the S151 Officer
 - Members' Planning Code of Conduct and Councillor call-in of planning applications, in consultation with the Assistant Director Planning and Development
 - Addition of the Council budget debate speaking procedures (currently based on custom) and general review of all sections to ensure consistency of language, accessible format and layout
- 1.2 To request the Monitoring Officer to keep the Group Leaders, relevant Lead Members and Committee Chairman updated on the Constitution review work
- 1.3 To note the work programme update (appendix 2).
- 1.4 To note the update on topics previously suggested for review (appendix 3).
- 1.5 To note the update on items previously submitted to the Overview and Scrutiny Committee (appendix 4).

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@cherwell-dc.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.

Watching Meetings

Please note that Council meetings are currently taking place in person (not virtually) with social distancing at the meeting. Meetings will continue to be webcast and individuals who wish to view meetings are strongly encouraged to watch the webcast to minimise the risk of COVID-19 infection.

Places to watch meetings in person are very limited due to social distancing requirements. If you wish to attend the meeting in person, you must contact the Democratic and Elections Team democracy@cherwell-dc.gov.uk who will advise if your request can be accommodated and of the detailed COVID-19 safety requirements for all attendees.

Please note that in line with Government guidance, all meeting attendees are strongly encouraged to take a lateral flow test in advance of 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@cherwell-dc.gov.uk, 01295 221953 / 01295 221591

Yvonne Rees
Chief Executive

Published on Monday 7 March 2022