



*Cherwell*

DISTRICT COUNCIL  
NORTH OXFORDSHIRE

**Overview and Scrutiny  
Annual Report  
2019/20**

**March 2020**

## Foreword

This annual report for overview and scrutiny at Cherwell District Council outlines the work of the Overview and Scrutiny Committee in 2019/20.

*[To be completed]*

Councillor Lucinda Wing  
Chairman, Overview and Scrutiny Committee  
2019/20

## Overview & Scrutiny Committee

### Membership

Councillor Lucinda Wing (Ch)	Councillor Tom Wallis (V-Ch)
Councillor Mike Bishop	Councillor Phil Chapman
Councillor Shaida Hussain	Councillor Chris Heath
Councillor Tony Mephram	Councillor Ian Middleton
Councillor Perran Moon	Councillor Les Sibley
Councillor Douglas Webb – from December 2019	Councillor Bryn Williams
Councillor Sandra Rhodes – May to December 2019	

### Substitutes

Councillor Andrew Beere  
Councillor Nathan Bignell

### Guests in attendance

Lead members:

Councillor Barry Wood – Leader of the Council  
Councillor Dan Sames – Lead Member for Clean and Green  
Councillor Andrew McHugh – Lead Member for Health and Wellbeing

External guests:

Eric Owens, Assistant Director Growth and Place, Oxfordshire County Council  
Bev Hindle, Oxfordshire Growth Board

Officers:

Graeme Kane, Chief Operating Officer  
Ed Potter, Assistant Director: Environmental Services  
Adele Taylor, Interim Executive Director: Finance and Governance & Section 151 Officer  
Hedd Vaughan Evans, Assistant Director Performance and Transformation (left in December 2019)  
Chris Hipkiss, Property and Investment Consultant  
Louise Tustian, Acting Assistant Director Performance and Transformation (from December 2019)  
Paul Almond, Street Scene and Landscape Manager  
Trevor Dixon, Environmental Protection and Licensing Manager  
Jim Guest, Environmental Protection Officer  
Nicola Riley, Assistant Director: Communities  
Richard Webb, Assistant Director: Regulatory Services and Community Safety  
Simon Furlong, Corporate Director – Communities

Robert Jolly, Assistant Director Growth and Economy  
 Kevin Larner, Healthy Communities Manager  
 Natasha Clark – Governance and Elections Manager  
 Emma Faulkner – Democratic and Elections Officer  
 Lesley Farrell – Democratic and Elections Officer

<b>Scrutiny Topics 2019/20 – Links to Corporate Priorities</b>	
Scrutiny at Cherwell and Work Programme Planning	Covers all priorities
Car Parking Task and Finish Group	Covers all priorities
Monthly Performance, Risk and Finance Monitoring Report	Covers all priorities
Show and Tell – Wellbeing Directorate	Thriving Communities & Wellbeing
Banbury Public Spaces Protection Order	Covers all priorities
Waste and Recycling	Clean, Green and Safe
Grass Verges and Green Spaces	Clean, Green and Safe
Air Quality Update	Clean, Green, and Safe
Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities	Covers all priorities
Castle Quay Update	District of Opportunity and Growth
Oxfordshire Growth Board	District of Opportunity and Growth
Veterans, Armed Forces Covenant and Remembrance	Thriving Communities and Wellbeing
Oxfordshire Safeguarding Children Board/Oxfordshire Adult Board Section 11 Review and Endorsement	Thriving Communities and Wellbeing
Public Art	Thriving Communities and Wellbeing
Business Plan 2020/2021	Covers all priorities

### **Scrutiny at Cherwell**

At the first meeting of the committee in the 2019/2020 municipal year, Members reviewed the items on the work programme and discussed possible additional subjects for inclusion on the work programme for the year.

Following the introduction of the topic list in the previous municipal year, this approach was continued. Topics suggested by members are added to a list, which is submitted to each meeting along with the work programme. The annexe to this report gives a brief description of the subjects raised, and how each one was addressed.

### **Car Parking Task and Finish Group**

The year started well with a report from the Assistant Director Environmental Services detailing the outcome of the Overview and Scrutiny Car Parking Task and Finish Group.

The Task and Finish group had been set up during the 2018/19 municipal year. The group had held four meetings with officers to discuss the current car parking provision, and future proposals, with a view to producing a new Car Parking Strategy.

The group had reviewed performance data relating to the Council's car parking management contract with Apcoa, who ran the council owned car parks. Consultation took place with Banbury BID, Bicester Vision and Kidlington Parish Council to gather feedback and suggestions relating to current car parking provision.

The group also discussed arrangements regarding decriminalisation of parking across the district and agreed to pursue decriminalisation alongside Oxfordshire County Council.

As a result of the work of the Car Parking Task and Finish Group, a draft Car Parking Strategy and Car Parking Action Plan was recommended to Executive for consideration in September 2019. Executive approved the Strategy for consultation, which took place at the beginning of 2020. Officers are reviewing consultation responses and it is anticipated the Strategy will be submitted to Executive for adoption in June 2020.

### **Performance Monitoring**

Each quarter the Overview and Scrutiny Committee reviewed the Council's performance as measured through the Performance Management Framework.

In July 2019 the Assistant Director; Performance and Transformation and the Assistant Director Finance and Governance gave a presentation which summarised the Council's Performance, Risk and Finance monitoring position at the end of the municipal year 2018-2019.

The Committee had suggested that the green waste target should be a percentage recycled and not amount collected, as this was not under the Council's control and would vary each year. The comments were raised with the Assistant Director Environmental Services.

*[Section to be updated post July 2020 meeting, as March 2020 performance due to be discussed].*

### **'Show and Tell' – Wellbeing Directorate**

The purpose of the 'Show and Tell' items is to enable the Committee to get a deeper understanding and awareness of a directorate or service area, to enable consideration as to whether any aspect should be added to the topic list for possible scrutiny review.

The Assistant Director Wellbeing attended the meeting of the Committee on 3 September and gave a presentation which provided an overview of the Wellbeing

team and the activities covered. This included an update on the Cherwell Lottery which had been launched in July 2019.

The Assistant Director Wellbeing also gave an overview of Intergenerational practice and projects delivered by Cherwell District Council. The Committee congratulated the team on the work undertaken on this project.

### **Banbury Public Spaces Protection Order.**

The Banbury Public Spaces Protection Order had been put in place in December 2016 for a period of three years and was due for review. It could either be renewed or allowed to expire.

The Committee considered and supported the proposed Banbury Public Spaces Protection Order and the amendments which removed rough sleeping from the order, recommending its agreement by Executive.

### **Waste and Recycling.**

The Assistant Director Environmental Services attended the October meeting of the Committee and gave a presentation on Waste and Recycling explaining how waste was sorted, collected and distributed to the relevant disposal centres.

A visit was subsequently arranged to the Casepak Materials Recovery Facility in Leicester, to enable Members to see how the materials were dealt with once they had been collected by the Council's recycling fleet.

The subjects of fuel economy and electric vehicles were raised by the committee and the Assistant Director Environmental Services explained that small electric vehicles were already in use, but the larger collection vehicles were not widely available. Environmental Services kept up-to-date with developing technology.

### **Grass Verges and Green Spaces**

At the request of the Committee, the Street Scene and Landscape Services Manager gave a presentation on the Council's delivery of landscape services and maintenance of grass verges and green spaces within Cherwell District.

### **Air Quality Update**

The Environmental Protection and Licensing Manager provided updates on the air quality monitoring carried out across the District in 2018 and presented the 2019 Air Quality Action Plan for Banbury Bicester and Kidlington.

The Environmental Protection Officer informed the Committee that the Department for Environment, Food and Rural Affairs had recently announced that applications could be submitted in the latest round of funding under the Air Quality Grant Scheme. Local authorities were encouraged to bid for funding from central government for local projects to improve air quality. The Committee was advised that scoping was underway for a Countywide campaign and meetings were taking

place with other Oxfordshire Councils and the Bicester Delivery team. There had been an opportunity for Councillors to participate and details were circulated to Committee Members.

### **Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities**

The Minister for Housing Communities and Local Government had published revised Scrutiny Guidance in May 2019. Cherwell District Council already had in place many of the areas of good practice but there were opportunities for further enhancing the role of Scrutiny within the organisation, including the drafting of an Executive Scrutiny Protocol. The draft protocol is due to be presented to the Committee in the new Municipal Year.

### **Oxfordshire Growth Board**

At the request of the Committee, Bev Hindle, Director of the Oxfordshire Growth Board was welcomed to the meeting in December 2019, and explained the purpose and role of the Growth Board as well as the work that was being done alongside the Oxfordshire Local Enterprise Partnership.

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

The Healthy Communities Manager gave details of current and planned support relating to veterans, the Armed Forces Covenant and remembrance events.

The Healthy Communities Manager had advised the Committee that the council would be actively promoting various policies and schemes that supported veterans, including the guaranteed interview. Any veteran that applied for a job advertised with the Council and met the essential criteria would be guaranteed an interview.

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

The Section 11 Audit for Oxfordshire Safeguarding Boards is reviewed each year by the Committee prior to its submission. The Assistant Director Wellbeing gave an overview of the self-assessment and the accompanying action plan. One aspect of the action plan related to the requirement for Members to complete the online Safeguarding training and the Committee agreed that it was important all Members completed the training. The Committee endorsed the Section 11 Audit for the Oxfordshire Safeguarding Boards.

### **Public Art**

The Assistant Director Wellbeing provided an overview of the Council's role in relation to public art, explaining that public art was recognised as important to developing the cultural identity of Cherwell and offered an opportunity to engage with local communities. The Committee was shown examples of public art across the district.

## **Business Plan 2020/21**

The Acting Assistant Director Performance and Transformation gave a presentation on the draft Business Plan for 2020/21, which outlined four strategic priorities and four themes that would form the basis of departmental service plans for the coming year.

Once approved by Full Council, the Business Plan forms the basis of the performance framework. The Overview and Scrutiny Committee will monitor progress against the priorities and themes through the quarterly reports in the new Municipal Year.

## **Member Survey**

The Chairman of the Committee created a brief survey which was circulated to all Members of the Council, to gauge their feelings about the effectiveness of scrutiny, and to find out if there were any subject areas that could be added to the future work programme.

*[Section to be updated with survey results once they have been collated]*