



**Committee:** Overview and Scrutiny Committee

**Date:** Tuesday 15 July 2025

**Time:** 6.30 pm

**Venue:** 39 Castle Quay, Banbury, OX16 5FD

## **Membership**

### **Councillor Lynne Parsons (Chair)**

Councillor Gordon Blakeway  
Councillor Gemma Coton  
Councillor Frank Ideh  
Councillor Simon Lytton  
Councillor Dr Chukwudi Okeke

### **Councillor Phil Chapman (Vice-Chair)**

Councillor John Broad  
Councillor Dr Isabel Creed  
Councillor Harry Knight  
Councillor Zoe McLernon  
Councillor Barry Wood

**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 - 8)**

To confirm as a correct record the minutes of the meeting held on 17 June 2025.

#### **4. Chair's Announcements**

To receive communications from the Chair.

#### **5. Urgent Business**

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

#### **6. Overview and Scrutiny Annual Report 2024/25 (Pages 9 - 42)**

Report of the Assistant Director – Law & Governance/Monitoring Officer.

##### **Purpose of report**

For the Overview and Scrutiny Committee to consider and approve the draft annual report for 2024-25, for submission to full Council.

##### **Recommendations**

The Overview and Scrutiny Committee resolves:

- 1.1 To consider and provide feedback on the draft Overview and Scrutiny Committee Annual Report for 2024-25.
- 1.2 To approve the annual report for submission to full Council.

#### **7. Work Programme Update**

The Chair and Vice-Chair of the Committee are meeting with Corporate Leadership Team on 8 July, to discuss the items on the work programme and suggested timings and format for each one. The work programme will be published as a supplement to the agenda after that meeting has taken place.

Committee members will have the opportunity to propose further subjects for consideration, and should bear in mind the five roles of scrutiny:

- Performance Monitoring
- Policy Development
- Policy Review
- Holding the Executive to Account – the latest version of the Executive Forward Plan can be viewed via the [Cherwell District Council website](#)
- External Scrutiny

## **For Information - Scrutiny Guide**

The Scrutiny Guide is attached for information and reference.

**Councillors are requested to collect any post from their pigeon hole in the Members' Lounge 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](mailto:democracy@cherwell-dc.gov.uk) or 01295 221534 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**

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#### **Access to Meetings**

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

#### **Mobile Phones**

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#### **Webcasting and Broadcasting Notice**

The meeting will be recorded by the council for live and/or subsequent broadcast on the council's website. The whole of the meeting will be recorded, except when confidential or exempt items are being considered. The webcast will be retained on the website for 6 months.

If you make a representation to the meeting, you will be deemed by the council to have consented to being recorded. By entering the Council Chamber or joining virtually, you are consenting to being recorded and to the possible use of those images and sound recordings for webcasting and/or training purposes.

The council is obliged, by law, to allow members of the public to take photographs, film, audio-record, and report on proceedings. The council will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.

#### **Queries Regarding this Agenda**

Please contact Emma Faulkner / Martyn Surfleet, Democratic and Elections  
democracy@cherwell-dc.gov.uk, 01295 221534

**Shiraz Sheikh**  
**Monitoring Officer**

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