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Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Committee: Overview and Scrutiny Committee
Date: Tuesday 19 September 2023
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, Oxon OX15 4AA

Membership

Councillor John Broad (Chairman)

Councillor Patrick Clarke
Councillor Simon Holland
Councillor Dr Chukwudi Okeke
Councillor Rob Pattenden
Councillor Douglas Webb

Councillor Isabel Creed (Vice-Chairman)

Councillor Ian Harwood
Councillor Ian Middleton
Councillor Lynne Parsons
Councillor Dorothy Walker
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 - 16)

To confirm as a correct records the minutes of the meetings held on 1 August 2023 and 16 August 2023.

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. **August 2023 Performance Monitoring Report**

Report of the Assistant Director – Customer Focus.

Please note this report will follow as it is currently being reviewed and finalised

7. **Working Groups Update** (Pages 17 - 18)

An update on work undertaken so far by the Equality, Diversity and Inclusion, Food Insecurity and Climate Action working groups.

Recommendation

The meeting is recommended:

1.1 To consider and comment on the work undertaken to date.

8. **Work Programme 2023-24** (Pages 19 - 22)

An update on the Overview and Scrutiny Work Programme 2023/24.

Recommendation

The meeting is recommended:

1.1 To consider and agree the indicative work programme 2023/24.

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 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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Mobile Phones

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

Queries Regarding this Agenda

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

Yvonne Rees
Chief Executive

Published on Monday 11 September 2023

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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, Oxon OX15 4AA, on 1 August 2023 at 6.30 pm

Present:

Councillor John Broad (Chairman)
Councillor Patrick Clarke
Councillor Simon Holland
Councillor Ian Middleton
Councillor Dr Chukwudi Okeke
Councillor Lynne Parsons
Councillor Dorothy Walker
Councillor Bryn Williams

Substitute Members:

Councillor George Reynolds (In place of Councillor Douglas Webb)
Councillor Sean Woodcock (In place of Councillor Isabel Creed)

Also Present Virtually:

Councillor Barry Wood, Leader of the Council
Councillor Nicholas Mawer, Portfolio Holder for Housing

Apologies for absence:

Councillor Isabel Creed
Councillor Ian Harwood
Councillor Rob Pattenden
Councillor Douglas Webb

Officers:

Nicola Riley, Assistant Director Wellbeing & Housing
Richard Smith, Head of Housing
Emma Faulkner, Principal Officer - Scrutiny and Democratic Lead

Officers Attending Virtually:

Yvonne Rees, Chief Executive
Robert Jolley, Assistant Director Growth & Economy
Shona Ware, Assistant Director Customer Focus

14 **Declarations of Interest**

7. Performance Monitoring Report Quarter 1 2023/24.
Councillor Lynne Parsons, Other Registerable Interest, as a volunteer for Citizens Advice Bureau, which was mentioned in the performance measures.

15 **Minutes**

The Minutes of the meeting of the Committee held on 27 June 2023 were confirmed as a correct record and signed by the Chairman.

16 **Chairman's Announcements**

The Chairman welcomed Councillor Patrick Clarke, following the announcement at Full Council that he would be replacing Councillor Maurice Billington on the Committee.

17 **Urgent Business**

There were no items of urgent business.

18 **Tenants Charter**

The Committee considered a report from the Assistant Director – Wellbeing and Housing that gave an overview of the proposed Tenants Charter.

Councillor Nick Mawer, Portfolio Holder for Housing, introduced the report, explaining that the Charter had been produced following a Motion to Full Council and a commitment being given to implement a Charter for residents that rent via the Council.

Councillor Mawer explained that the Charter outlined the expected relationship between the Council as a landlord and its tenants, and complimented wider legislation changes as a result of the ongoing Renters Reform Bill that was currently progressing through Parliament, and the Social Housing Regulation Act that had received Royal Assent.

Council has a wider strategic and statutory role within housing standards across the district. Encouraging good landlord and tenant relations. Survey of tenants, high response rate and overwhelmingly positive.

Councillor Mawer added that commitments were made during debate on the motion at Full Council, to raise awareness of the Charter across the district. The Council was unable to make private landlords or Registered Social Providers adopt the Charter for their own tenants, however it was hoped that it could be used as a starting point for private residents to refer to in the event they needed to seek advice for their own tenancies.

The draft Charter had been subject to consultation with residents, and had achieved a high response rate that was overwhelmingly positive.

The Head of Housing added that a detailed public awareness campaign would be drafted ready for presenting to Executive alongside the draft Charter, with the proposed publicity following the three commitments detailed in the Charter.

In response to questions from the Committee regarding the language used in the Charter and it needing to be accessible to all Council tenants, the Assistant Director – Wellbeing and Housing advised that the team would work with colleagues from Communications to ensure the final document was accessible to everyone.

With regard to comments from the Committee requesting additional information as to how tenants could raise grievances or issues with the Council as their landlord, the Head of Housing highlighted references to the Council complaint process and the Local Government Ombudsman should complaints not be resolved satisfactorily. It was agreed that further consideration could be given to making the section clearer.

In response to comments regarding the Charter being made available in relevant languages, the Assistant Director – Wellbeing and Housing assured the Committee that the team would work with Communications colleagues to ensure information was provided in all required languages.

It was proposed by Councillor Sean Woodcock and seconded by Councillor Patrick Clarke that the draft Tenants Charter be recommended for adoption by Executive, subject to comments on consideration of the language used in the Charter, ensuring the final draft was accessible to all tenants, and additional clarity on how residents could raise issues with the Council as their landlord.

Resolved

- (1) That having given due consideration, the draft Tenants Charter be recommended for adoption by Executive subject to the following comments
 - a. Consideration of the language used in the Charter, ensuring the final draft is accessible to all tenants
 - b. Additional clarity on how residents can raise issues with the Council as their landlord
- (2) That the comments regarding the comprehensive communications plan to be presented to Executive alongside the draft Charter be noted.

19

Performance Monitoring Report Quarter 1 2023/24

The Committee considered a report from the Assistant Director – Customer Focus that detailed the quarter one performance for 2023/2024.

Councillor Barry Wood, Leader of the Council, introduced the report, and explained that the Council had in place a comprehensive and robust performance management framework. For Quarter one, 82% of measures had achieved their target.

With regards to Peer Reviews actions, the Assistant Director – Customer Focus clarified that 15 of the actions had been achieved during quarter one, rather than 14 as stated in the report.

In response to questions asked by the Committee in relation to indicator BP1.2.04 Number of affordable homes delivered, the Assistant Director – Growth and Economy confirmed he would seek a detailed response for circulation after the meeting.

Regarding indicator BP1.2.13 Net additional housing completions to meet Cherwell needs, the Assistant Director – Growth and Economy advised the Committee that the Council had an annual obligation to report details of the number of houses completed. The annual target was 1142, which meant a quarterly target of 286. Quarter one had come in slightly under target with 173 completions, however the Assistant Director – Growth and Economy explained that historically quarterly figures fluctuated dependent on outside influences such as market conditions and developer activity. For 2022/23 the Council had achieved 1318 completions across the year, exceeding target.

A number of detailed questions were asked in relation to indicators BP1.2.10 and BP1.2.11, % of major and non-major applications overturned at appeal; BP2.2.01 % waste recycled and composted; BP3.2.01 and BP3.2.02 % of Council tax collected, increase council tax base and % of Business rates collected, increase NNDR base; and the measure relating to illegal flytips. Officers agreed to circulate written responses on the questions after the meeting.

Resolved

- (1) That having given due consideration, the Council's Quarter 1 performance be noted and no recommendations be submitted for Executive consideration.

20

Working Groups Update

The Committee received verbal updates on the work of the Climate Action and Equality, Diversity and Inclusion working groups.

Speaking on behalf of the Climate Action working group, Councillor Broad explained that the group had a good debate at its last meeting, and would be

meeting later in August to determine what actions the Council could focus on in relation to the climate emergency.

Regarding the Equality, Diversity and Inclusion working group, Councillor Parsons reported that Councillor Gemma Coton had been elected Chair of the group, and it had been agreed that robust targets and milestones were needed for the high level actions agreed previously as part of the EDI action plans.

The Food Insecurity working group were due to meet later in August, and an update would be provided at the September meeting of the Committee.

Resolved

- (1) That the working group update be noted.

21

Work Programme 2023/24

The Committee considered the indicative work programme for 2023/24.

Resolved

- (1) That the indicative work programme be approved.

The meeting ended at 8.05 pm

Chairman:

Date:

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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, Oxon OX15 4AA, on 16 August 2023 at 6.30 pm

Present:

Councillor John Broad (Chairman)
Councillor Simon Holland
Councillor Ian Middleton
Councillor Rob Pattenden
Councillor Dorothy Walker
Councillor Douglas Webb

Substitute Members:

Councillor Rebecca Biegel (In place of Councillor Isabel Creed)
Councillor Andrew Crichton (In place of Councillor Dr Chukwudi Okeke)
Councillor George Reynolds (In place of Councillor Bryn Williams)
Councillor Sean Woodcock (In place of Councillor Lynne Parsons)

Apologies for absence:

Councillor Isabel Creed (Vice-Chairman)
Councillor Patrick Clarke
Councillor Ian Harwood
Councillor Dr Chukwudi Okeke
Councillor Lynne Parsons
Councillor Bryn Williams

Also Present:

Councillor Dan Sames, Portfolio Holder for Planning and Development
Councillor Phil Chapman, Portfolio Holder for Healthy and Safe Communities
Councillor Sandy Dallimore, Portfolio Holder for Corporate Services
Councillor Nigel Simpson, Portfolio Holder for Sport and Leisure

Also Present Virtually:

Councillor Barry Wood

Officers:

Shiraz Sheikh, Assistant Director Law, Governance & Democratic Services/Monitoring Officer
David Peckford, Assistant Director Planning & Development
Christina Cherry, Interim Planning Policy Team Leader
Chris Thom, Principal Planning Policy Officer
Emma Faulkner, Principal Officer - Scrutiny and Democratic Lead
Matt Swinford, Democratic and Elections Officer

Officers Attending Virtually:

Ian Boll, Corporate Director Communities
Maria Dopazo, Acting Planning Policy, Conservation & Design Manager

22 **Declarations of Interest**

There were no declarations of interest.

23 **Chairman's Announcements**

There were no Chairman's announcements.

24 **Urgent Business**

There were no items of urgent business.

25 **Draft Cherwell Local Plan Review 2040 (Regulation 18) Consultation**

The Assistant Director for Planning and Development submitted a report which presented the draft Cherwell Local Plan 2040 for scrutiny ahead of its consideration by the Executive on 4 September 2023.

The Assistant Director for Planning and Development introduced the draft Local Plan 2040 (Regulation 18) Consultation and advised that the plan had been drafted using a wide range of information including evidence, work with stakeholders and responses from previous consultations.

The Assistant Director for Planning and Development explained to the Committee that the Regulation 18 consultation was an opportunity to present the draft plan to residents and stakeholders, and to receive meaningful contribution and comment on the details from the interested parties. Engagement would continue over the course of the Local Plan process and further documents to support the Local Plan would be published as part of the public consultation. The responses received during the consultation would be considered by officers and inform any changes prior to the Regulation 19 stage consultation.

The Assistant Director for Planning and Development confirmed that the three key themes listed in the draft local plan had not changed since the last consultation on the Regulation 18 draft plan in January 2023, however minor amendments had been made.

It was advised by the Assistant Director for Planning and Development that if Executive approved the draft for consultation at their meeting on 4 September, the public consultation would start in mid-September and last for six weeks. A communications plan had been established with the Council's communications team to ensure that there was wide engagement in addition to the statutory consultation requirements.

Following concerns from the Committee regarding distribution of the draft Plan and the amount of information, the Assistant Director for Planning and Development advised that the Members Advisory Group had held meetings and invited all members of the Committee to attend. The early draft version of the plan had been discussed, and subsequently distributed to the Overview and Scrutiny Committee members.

Following a question from the Committee as to whether a feasibility survey had been carried out regarding use of solar power, further to an assessment being referenced in the documentation suggesting wind power was not feasible within Oxfordshire, the Interim Planning Policy Team Leader advised that an assessment had not been carried out and advised that Oxfordshire County Council were carrying out ongoing work on climate change. The Interim Planning Policy Team Leader also advised through the Pathways to a Zero Carbon Oxfordshire (PaZCO) workstreams, more work was being carried out to investigate the use of solar power.

In response to questions from the Committee regarding if the Council had scope to include storage of grey water for new developments within the plan, the Interim Planning Policy Team Leader advised that there were elements within the housing policies that covered grey water as well as water efficiency in terms of building standards. The Assistant Director for Planning and Development advised that core policy 8 on Sustainable Drainage Systems (SuDS) stated that the use of SuDS in all developments was required for management of surface water run-off.

In response to a question from the Committee regarding suggestions in the draft plan that biodiversity net gain would be offsite, the Interim Planning Policy Team Leader advised that sometimes it was more advantageous to have the biodiversity net gain offsite and members advised it would be better that the offsetting was carried out locally instead of nationally.

Following a comment from the Committee suggesting developments within air quality management areas should be carefully considered due to the potential impact on air quality, the Interim Planning Policy Team Leader advised that Environmental Health Officers who monitored air quality were consulted when applications and allocations were considered.

In response to questions from the Committee regarding core policy 21 on sustainable transport and connectivity and the availability of public transport in rural areas, the Assistant Director for Planning and Development advised that the council must be realistic on what could be achieved and provide choice for residents. The Assistant Director for Planning and Development advised the policy was aimed more at a strategic level and not an exclusion policy.

The Assistant Director for Planning and Development, in response to questions regarding the possibility of greater housing density on sites being allocated for housing on greenbelt land, advised that views on the loss of green belt land for development would be sought as part of the consultation.

Following questions from the Committee regarding justifications on the housing need numbers stated within the draft plan, the Assistant Director for Planning and Development advised that the Housing and Economic Needs Assessment (HENA) was a document commissioned jointly by the council with Oxford City Council that was published in 2022, which recommended the housing need be understood on the basis of the projected share of employment across the county by 2040. Different scenarios for housing need were outlined within the plan under core policy 34, and this included the government policy guidance.

In response to a question from the Committee regarding other districts view on developments to meet the Oxford unmet housing need, the Assistant Director for Planning and Development advised that each Council made their own decisions as to what they would be including in their Local Plans and there was clear policy within the National Planning Policy Framework (NPPF) about addressing identified unmet housing need of neighbouring authorities.

The Interim Planning Policy Team Leader, in response to a question from the Committee regarding infrastructure of local NHS services, advised that they were aware of long term plans from the Oxfordshire University Hospital Trust being developed, and advised if these were available in time they would be reflected within the Local Plan.

In response to a question from the Committee regarding Junction 9 of the M40, development around that area and the impact on the transport network, the Principal Planning Policy Officer advised that the Council were at the early stages of the making of the plan and potential sites being put forward for consultation. Some initial work had been carried out on transport impact including an assessment of the existing transport network. As sites are proposed for allocation then transport modelling would take place. Work would need to be carried out with National Highways to address work around the three junctions of the M40 that were within the district.

In response to concerns from the Committee regarding some villages appearing to be referenced as part of Kidlington within the draft plan, the Assistant Director for Planning and Development clarified that the Kidlington area strategy focussed on Kidlington and surrounding villages. Parish boundaries were not considered material to Planning issues, however the Assistant Director for Planning and Development understood that it would be

more helpful for communities in the area of Kidlington to be referenced accurately within the plan.

In response to questions from the Committee on core policy 87 and concerns regarding the time lag between end of year and production of the Annual Monitoring Report (AMR) which was used to establish whether the plan was being effectively actioned, the Assistant Director for Planning and Development advised that the AMR was produced for the previous financial year and was typically published at the end of the calendar year so an AMR was yet to be produced for the period ending 31 March 2023. The Assistant Director for Planning and Development stated that the AMR helped the Council assess the development within the district.

In response to Members questions regarding the motion passed at the Council meeting in February 2023 regarding housing affordability on new developments, the Committee commented that the Executive should consider including an affordable element of at least 50% within future housing developments and that this should be included in the draft Plan. The Assistant Director for Planning and Development advised that the Council wanted to push the increased percentage and would attempt to add in supportive text to strengthen the message.

It was proposed by Councillor Sean Woodcock and seconded by Councillor Ian Middleton that the following comment be made to the Executive for consideration:

that in line with the carried motion at February 2023 full Council meeting on housing affordability mix, the Local Plan be stronger in terms of the desirability of having more affordable housing in the allocated sites; and delegate to the Chairman to report detailed comments made by Committee to the Executive on the 4 September 2023.

It was proposed by Councillor Sean Woodcock and seconded by Councillor Ian Middleton that the following comment be made to the Executive for consideration.

- that in line with the carried motion at February 2023 full Council meeting on housing affordability mix, the Local Plan be stronger in terms of the desirability of having more affordable housing in the allocated sites; and delegate to the Chairman to report detailed comments made by Committee to the Executive on the 4 September 2023.

Resolved

- (1) That having given due consideration to the draft Local Plan 2040 (Regulation 18), the following comment be made to the Executive:
 - that in line with the carried motion at February 2023 full Council meeting on housing affordability mix, the Local Plan be stronger in terms of the desirability of having more affordable housing in the allocated sites; and delegate to the Chairman to report detailed comments made by Committee to the Executive on the 4 September 2023.

- (2) That it be noted that the Assistant Director for Planning and Development will retain delegated authority, in consultation with the Portfolio Holder for Planning and Development, to make minor amendments to the draft document, including correcting any typographic or formatting errors, up to the start of the consultation.

The meeting ended at 9.55 pm

Chairman:

Date:



Overview and Scrutiny Committee Briefing Paper

Subject: Working Groups update

If in attendance at the meeting on 19 September, the chair or an alternative representative from each group will be invited to give additional verbal updates.

Climate Action

Isabel Creed - Chair
John Broad
Patrick Clarke
Ian Middleton
Rebecca Biegel
John Donaldson
Simon Holland
Sean Woodcock
Andrew McHugh – as Portfolio Holder, Cleaner and Greener Communities

The Climate Action group met on 24 August and were taken through the draft Climate Action Plan.

The draft action plan had been due to be considered by O&S on 19 September, however following comments from the working group it will now be considered at the 24 October meeting. This will allow the working group to further discuss the draft with Jo Miskin, Climate Action Manager, and for further detail to be added to plan.

Arrangements are in progress for the next meeting, and details will be confirmed in due course.

Equality, Diversity and Inclusion (EDI) – joint group with Personnel Committee

Gemma Coton – Chair, and Personnel nominated member
Patrick Clarke
Lynne Parsons
Rob Pattenden
Chukwudi Okeke – Personnel nominated member
Chris Pruden – Personnel nominated member

The EDI group met on 6 September, and considered the council's activities to support young people, as well as receiving an EDI performance update.

Councillor Clarke was officially co-opted to the group, following his nomination to the Conservative vacancy.

The next meeting is scheduled for 10 October.



Food Insecurity

Rebecca Biegel – Chair

Patrick Clarke

Isabel Creed

Chukwudi Okeke

Bryn Williams

Dorothy Walker

Phil Chapman – as Portfolio Holder, Healthy and Safe Communities

The Food Insecurity group met on 8 August, and received updates on food vouchers, warm spaces and resourcing, as well as meeting Libby Knox, the recently appointed Food Projects Healthy Place Shaping Partner for CDC.

Since the meeting took place, discussions have been had with venues in Kidlington regarding warm spaces for 2023, and new venues in Banbury have been added to the list of people or organisations that can refer food vouchers.

Libby is working on an update of the food services leaflet, as well as remapping warm welcome venues and identifying gaps.

The group will meet again on 3 October.

Completed by: Emma Faulkner, Principal Officer – Scrutiny & Democratic Lead

Date: 8 September 2023

Presented to Overview and Scrutiny Committee: 19 September 2023



Overview and Scrutiny Work Programme 2023-24

(Updated: 7 September 2023)

Tuesday 24 October 2023		
Sanctuary Housing	<p>External Scrutiny.</p> <p>Sanctuary Housing attending to give a presentation on their work. Detailed information regarding content of the session is yet to be confirmed, officers will give a verbal update on 19 September.</p> <p>Questions for Sanctuary Housing representatives will need to be submitted in advance.</p>	<p>Nicola Riley, Assistant Director Wellbeing and Housing</p> <p>Portfolio Holder - Councillor Nick Mawer, Housing</p>
Performance Monitoring – Quarter Two (July to September 2023)	<p>Performance Monitoring.</p> <p>To consider the latest performance monitoring figures prior to consideration by Executive at their November meeting</p> <p>Covers all priorities.</p>	<p>Shona Ware, Assistant Director Customer Focus & Celia Prado-Teeling, Performance Team Leader</p> <p>Portfolio Holder - Councillor Sandy Dallimore, Corporate Services</p>
Climate Action Plan update	<p>Pre-decision Scrutiny.</p> <p>Update on Climate Action Plan, prior to consideration by Executive (dates to be confirmed).</p> <p>Priority - supporting environmental sustainability</p>	<p>Ian Boll, Corporate Director Communities & Ed Potter, Assistant Director Environmental Services, Climate Change Manager, Jo Miskin</p> <p>Portfolio Holder - Councillor Andrew McHugh, Cleaner and Greener Communities</p>



Tuesday 28 November 2023		
Safeguarding Annual Audit	To endorse the annual Safeguarding Audit. Priority – Healthy, resilient and engaged communities.	Nicola Riley, Assistant Director Wellbeing and Housing Portfolio Holder - Councillor Phil Chapman, Healthy and Safe Communities
Performance Monitoring - October	Performance Monitoring. To consider the latest performance monitoring figures prior to consideration by Executive. Covers all priorities.	Shona Ware, Assistant Director Customer Focus & Celia Prado-Teeling, Performance Team Leader Portfolio Holder - Councillor Sandy Dallimore, Corporate Services
Working Groups update	Standing item. Progress update relating to established working groups.	Emma Faulkner, Principal Officer - Scrutiny & Democratic Lead
Work Programme 2023-24 (standing item at each meeting)	Standing item. Review of work programme, update on topics suggested for consideration, update on items previously considered	Emma Faulkner, Principal Officer - Scrutiny & Democratic Lead
Tuesday 30 January 2024		
Working Groups update	Standing item. Progress update relating to established working groups.	Emma Faulkner, Principal Officer - Scrutiny & Democratic Lead
Performance Monitoring - December	Performance Monitoring. To consider the latest performance monitoring figures prior to consideration by Executive. Covers all priorities.	Shona Ware, Assistant Director Customer Focus & Celia Prado-Teeling, Performance Team Leader Portfolio Holder - Councillor Sandy Dallimore, Corporate Services



Work Programme 2023-24 (standing item at each meeting)	Standing item. Review of work programme, update on topics suggested for consideration, update on items previously considered	Emma Faulkner, Principal Officer - Scrutiny & Democratic Lead
Tuesday 12 March 2024		
Working Groups update	Standing item. Progress update relating to established working groups.	Emma Faulkner, Principal Officer - Scrutiny & Democratic Lead
Performance Monitoring – Outcomes Framework 2024/25	Performance Monitoring. To consider the outcomes framework. Covers all priorities.	Shona Ware, Assistant Director Customer Focus & Celia Prado-Teeling, Performance Team Leader Portfolio Holder - Councillor Sandy Dallimore, Corporate Services
Work Programme 2023-24 (standing item at each meeting)	Standing item. Review of work programme, update on topics suggested for consideration, update on items previously considered	Emma Faulkner, Principal Officer - Scrutiny & Democratic Lead

Remaining meeting Dates 2023/24 (All Tuesday, 6.30pm unless indicated)

24 October 2023; 28 November 2023; 30 January 2024; 12 March 2024

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

Members are reminded that the Executive Forward Plan is published monthly, covering a period of four months. The current version of the plan is October 2023 to January 2024 and is available via the [Cherwell District Council website](#).

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