



**Committee: Overview and Scrutiny Committee**

**Date: Thursday 18 July 2024**

**Time: 6.30 pm**

**Venue: Bodicote House, Bodicote, Banbury, Oxon OX15 4AA**

## **Membership**

### **Councillor Dr Isabel Creed (Chairman)**

Councillor Gordon Blakeway  
Councillor Phil Chapman  
Councillor Andrew Crichton  
Councillor Harry Knight  
Councillor Lynne Parsons

### **Councillor Nigel Simpson (Vice-Chairman)**

Councillor John Broad  
Councillor Grace Conway-Murray  
Councillor Frank Ideh  
Councillor Simon Lytton  
Councillor Barry Wood

## **AGENDA**

### **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 - 14)**

To confirm as a correct record the minutes of the meetings held on 12 March and 13 June 2024.

### **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. Performance Monitoring Report End of year 2023 - 2024 (Pages 15 - 56)

Report of Assistant Director – Customer Focus

### Purpose of report

To report to the committee the council's performance position at the end of the financial year 2023-2024.

### Recommendations

Officers recommend the committee:

- 1.1 To note the Council's End of year performance report for 2023/24

## 7. Work Programme Planning for 2024-2025

The Chairman, Assistant Director – Law and Governance/Monitoring Officer and the Principal Officer – Scrutiny and Democratic Lead will facilitate a discussion on work programme planning for the 2024-2025 Municipal Year.

Committee members will have the opportunity to propose 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

The Committee will also need to consider whether the following three working groups should continue in 2024-2025.

- Climate Action
- Food Insecurity
- Equality, Diversity and Inclusion (joint group with Personnel Committee)

Officers will also give details of suggested topics by service areas, for Committee consideration.

Meeting dates have been set for the remainder of the Municipal Year and are as follows (all 6:30pm):

Tuesday 10 September  
Tuesday 15 October  
Tuesday 26 November  
Tuesday 28 January  
Tuesday 11 March

**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](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**

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 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**

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

### **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](mailto:democracy@cherwell-dc.gov.uk), 01295 221534

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

Published on Wednesday 10 July 2024