

Scrutiny work plan

July 2022 to September 2022

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The Scrutiny Committee agrees a work plan every year detailing selected issues that affect Oxford or its people.

Time is allowed within this plan to consider topical issues as they arise throughout the year as well as decisions to be taken by the Cabinet.

The plan sets out the work of scrutiny for this council year and will be reviewed at each meeting of the Scrutiny Committee.

The plan is based on suggestions received from all elected members and senior officers. Members of the public can also contribute topics for inclusion in the scrutiny work plan by completing and submitting our [suggestion form](#). See our [get involved webpage](#) for further details of how you can participate in the work of scrutiny.

Some topics will be considered at Scrutiny Committee meetings and others will be delegated to standing panels. Items for more detailed review will be considered by time-limited review groups.

The Committee will review the Council's [Forward Plan](#) at each meeting and decide which Cabinet decisions it wishes to comment on before the decision is made. The Council also has a "call in" process which allows decisions made by the Cabinet to be reviewed by the Scrutiny Committee before they are implemented.

Scrutiny Committee

02 August 2022

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Asset Management Strategy 2021-2031	Yes	To seek approval for the Asset Management Strategy 2022 - 2031 which will provide an ongoing framework for the management of the Council's property assets following consultation for adoption by the Council	Deputy Leader (Statutory) - Finance and Asset Management	Michael Scott, Senior Asset Manager (Contractor)

06 September 2022

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Grant Allocations to Community & Voluntary Organisations 2023/24	Yes	A report to make decisions on the allocation of grants to the community and voluntary organisations for 2023/2024.	Cabinet Member for Inclusive Communities and Culture	Ian Brooke, Head of Community Services
Transport Core Schemes - Oxford City Council's position	Yes	To set out Oxford City Council's position on the proposals for introduction of Traffic Filters, a Workplace Parking Levy and an expanded Zero Emission Zone, together with improvements to bus services and cycle routes – as part of Oxfordshire County Council's "Oxford Transport Core Schemes" consultation this summer. And, to delegate authority to the Executive Director (Development), in consultation with the Cabinet Member for Green Transport to submit a response to the consultation on behalf of Oxford City Council.	Cabinet Member for Zero Carbon Oxford and Climate Justice	Mish Tullar, Head of Corporate Strategy

14

- Covered Market Site Visit (date tbc)

Finance and Performance Panel

07 September 2022

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Council Tax Reduction Scheme for 2023/24	Yes	To seek approval to consult on the Council Tax Reduction Scheme for 2023/24.	Cabinet Member for Inclusive Communities and Culture	Phil McGaskill, Revenues Manager
Integrated Performance Report for Q1	Yes	A report to Members on Finance, Risk & Performance as at 30 June 2022.	Deputy Leader (Statutory) - Finance and Asset Management	Anna Winship, Management Accountancy Manager
Treasury Management Annual Report 2021/22	Yes	To set out the Council's Treasury Management activity and performance for the financial year 2021/22.	Deputy Leader (Statutory) - Finance and Asset Management	Bill Lewis, Financial Accounting Manager

15

- Scrutiny-selected Performance Monitoring

Housing and Homelessness Panel

13 October 2022 (moved from 04 July 2022)

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Draft Housing, Homelessness and Rough Sleeping Strategy	Yes	Report presenting the draft Housing, Homelessness and Rough Sleeping Strategy and accompanying draft Action Plan that has been developed and informed by a homelessness review and strategy evidence base, and consultation feedback on the review and evidence base. The report seeks approval for the launch of a public consultation on the draft Housing, Homelessness and Rough Sleeping Strategy and accompanying Action Plan.	Cabinet Member for Housing	Richard Wood, Strategy & Service Development Manager

16

Companies Scrutiny Panel

Companies Scrutiny Panel will join meetings of the Shareholder and Joint Venture Group as non-voting members to provide scrutiny of the Shareholder function.

Companies Scrutiny Panel will consider the same reports as the Shareholder and Joint Venture Group.

Criteria

The following TOPIC criteria may be used by the Scrutiny Committee to evaluate and prioritise suggested topics:

- **Timely** – is it timely to consider the issue?
- **Oxford priority** – is it a council priority or relates to an essential service?
- **Public interest** – is it of significant public interest?
- **Influence** – can Scrutiny have a meaningful influence and add value?
- **Cost** – is there a significant financial impact or an area of high expenditure?

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