

Scrutiny work plan

September 2022 to November 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.

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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

06 September 2022

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Oxford Local Plan 2040 Preferred Options Regulation 18 Consultation Document	Yes	To present the full Preferred Options Document for the Oxford Local Plan 2040 and seek Cabinet approval for it to go out for consultation; and to seek delegated authority for the Head of Planning/Executive Director of Development in consultation with the Cabinet Member, to make any necessary editorial corrections to the	Cabinet Member for Planning and Housing Delivery	Amanda Ford, Environmental Quality Team Manager

		document and to agree the graphically designed version before publication.		
Lease of council office accommodation at St Aldate's Chambers	Yes	To consider a proposal for leasing of the Council's office accommodation at St Aldate's Chambers; to seek approval for the drawdown of the required funding; and to seek delegated authority for officers to enter into lease agreements.	Deputy Leader (Statutory) - Finance and Asset Management, Cabinet Member for Citizen Focused Services	Isaac Durno, Senior Programme Manager

- Covered Market Site Visit (22 September 2022)

11 October 2022

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Procurement Strategy 2022-2025	Yes	To approve the Corporate Procurement Strategy 2022-2025, which will replace the current strategy due to end in September 2022.	Deputy Leader (Statutory) - Finance and Asset Management	Annette Osborne, Procurement Manager
Oxfordshire Food Strategy Action Plan	Yes	Following approval of the Oxfordshire Food Strategy at the Cabinet meeting on 15 June 2022, to approve the associated action plan to meet the ambitions of the strategy.	Cabinet Member for Health and Transport, Cabinet Member for Inclusive Communities and Culture	Hagan Lewisman, Active Communities Manager
West End and Osney Mead SPD	Yes	To inform Cabinet of the key issues raised during the public consultation on the Supplementary	Cabinet Member for Planning and	Tom Morris, Principal Planner

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		Planning Document and changes proposed in response, and to seek adoption of the West End and Osney Mead SPD and Spatial Framework.	Housing Delivery	
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07 November 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

Finance and Performance Panel

05 September 2022 (moved from 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
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- Scrutiny-selected Performance Monitoring

Housing and Homelessness Panel

13 October 2022 (moved from 06 October 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

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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:

- **T**imely – is it timely to consider the issue?
- **O**xford priority – is it a council priority or relates to an essential service?
- **P**ublic interest – is it of significant public interest?
- **I**nfluence – can Scrutiny have a meaningful influence and add value?
- **C**ost – is there a significant financial impact or an area of high expenditure?

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