

Scrutiny work plan

October 2022 to December 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

16 January 2023

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Flexible Working / Hybrid Working Policy	No	To seek approval for a flexible / hybrid working policy.	Cabinet Member for Citizen Focused Services	Tom Hook, Executive Director (Corporate Resources)
Disciplinary Policy	No	To seek approval for a revised disciplinary policy.	Cabinet Member for Citizen Focused Services	Tom Hook, Executive Director (Corporate Resources)

01 February 2023

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Oxford Local Plan 2040 Regulation 18 Part 2 consultation	Yes	During October and November 2022 we consulted on the Oxford Local Plan 2040 Preferred Options (Regulation 18). As part of this consultation we noted that we did not yet have our evidence base to identify our housing need. This was delayed because worked ceased on the Oxfordshire Plan 2050. Now this evidence base is drafted we can carry out a focused public consultation on this element of the Plan only. This will inform the drafting of the Plan (to be consulted on at the end of 2023).	Cabinet Member for Planning and Housing Delivery	Tom Bridgman, Executive Director (Development); Sarah Harrison, Team Leader (Planning Policy)
Implementing the Covered Market "Masterplan"	Yes	To seek approval to fund and enter into contracts for the detailed design works, planning and construction of major improvements to the Covered Market in line with the recently completed masterplan.	Cabinet Member for Planning and Housing Delivery, Cabinet Member for Zero Carbon Oxford and Climate Justice, Deputy Leader (Statutory) - Finance and Asset Management	Tom Bridgman, Executive Director (Development); Ted Maxwell, Regeneration Manager

14

06 March 2023

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Annual Update of the Council's	Yes	A report to present the annual update of the Council's Business Plan.	Leader - Inclusive Economy and	Caroline Green, Chief Executive; Mish

Business Plan			Partnerships	Tullar, Head of Corporate Strategy
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Finance and Performance Panel

23 January 2023

15

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Medium Term Financial Strategy 2024/25 to 2026/27 and 2023/24 Budget	Yes	To propose a Medium Term Financial Strategy and the 2023/24 Budget following consultation.	Deputy Leader (Statutory) - Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Capital Strategy 2023/24 to 2027/27	Yes	To seek approval for the Capital Strategy 2023/24 to 2026/27	Deputy Leader (Statutory) - Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Treasury Management Strategy 2023/24	Yes	To seek approval for the Council's Treasury Management Strategy for 2023/24.	Deputy Leader (Statutory) - Finance and Asset Management	Nigel Kennedy, Head of Financial Services

- Scrutiny-selected Performance Monitoring

Climate and Environment Panel

11 January 2023 – introductory meeting

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Briefing from the Council's Chief Scientific Adviser	No	To receive advice from Professor Nick Eyre	All	Mish Tullar, Head of Corporate Strategy

01 March 2023 – provisional date

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Oxford Biodiversity Strategy Development	Yes	To present the Cabinet with a proposed approach to develop a Biodiversity Strategy for the City of Oxford.	Cabinet Member for Zero Carbon Oxford and Climate Justice	Mish Tullar, Head of Corporate Strategy; Mai Jarvis, Environmental Quality Team Manager

Housing and Homelessness Panel

02 March 2023

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Housing, Homelessness, and Rough Sleeping Strategy 2023-28	Yes	Report presenting the final Housing, Homelessness and Rough Sleeping Strategy and accompanying Action Plan following feedback from a 6-week public consultation on the draft strategy. The report seeks approval of the Housing, Homelessness and Rough Sleeping Strategy 2023-28.	Cabinet Member for Housing	Nerys Parry, Head of Housing; Amie Rickatson, Strategy & Service Development Manager
Report on mould in Council-owned housing in Oxford	No	To brief the Panel on the extent of the problem across the City, the Council's response to tenants who reports this problem, and to consider actions needed to improve the situation.	Cabinet Member for Housing	Nerys Parry, Head of Housing
Housing Performance report	No	To update the Panel on performance data for Q2 and Q3	Cabinet Member for Housing	Nerys Parry, Head of Housing
Updated report on the development of a Tenants Forum	No	To update the Panel on progress made towards the development of a Tenants Forum	Cabinet Member for Housing	Ian Wright, Head of Regulatory Services and Community Safety

17

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?