

Agenda

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Scrutiny Committee

Date: **Tuesday 6 May 2014**

Time: **6.00 pm**

Place: **St Aldate's Room, Town Hall**

For any further information please contact:

Pat Jones

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Scrutiny Committee

Membership

Chair	Councillor Mark Mills	Holywell;
Vice-Chair	Councillor Gill Sanders	Littlemore;
	Councillor Mohammed Abbasi	Cowley Marsh;
	Councillor Mohammed Altaf-Khan	Headington Hill and Northway;
	Councillor Jim Campbell	St. Margaret's;
	Councillor Van Coulter	Barton and Sandhills;
	Councillor Roy Darke	Headington Hill and Northway;
	Councillor James Fry	North;
	Councillor Ben Lloyd-Shogbesan	Lye Valley;
	Councillor Craig Simmons	St. Mary's;
	Councillor Val Smith	Blackbird Leys;
	Councillor Louise Upton	North;

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AGENDA

Pages

1 APOLOGIES FOR ABSENCE

The Quorum for this Committee is four, and substitutes are permitted.

2 DECLARATIONS OF INTEREST

Members are asked to declare any disclosable pecuniary interests they may have in any of the following agenda items. Guidance on this is set out at the end of these agenda pages.

3 WORK PROGRAMME OUTCOMES AND FORWARD PLAN

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Contact Officer: Pat Jones (Principal Scrutiny Officer), Tel 01865 252191, phjones@oxford.gov.uk

Background Information
<p>The Scrutiny Committee has operated within a work programme which was set at the start of 2013-2014.</p> <p>Attached are details of the work programme outcomes for the Council year 2013/2014.</p> <p>In addition, the Forward Plan is attached so that the Committee can decide if it wishes to recommend pre-scrutiny of any item to the new Committee.</p>
Why is it on the agenda?
<p>The Committee is asked to:-</p> <ol style="list-style-type: none">(1) Note the progress in the current programme and recommend which items should continue and be carried forward to the 13/14 programme. Programme attached at Appendix 1.(2) Note and make any comments on the outcomes for this year's programme attached at Appendix 2.(3) Note and comment on the comparative data presented in tables 1 – 3.(4) Raise any operational issues for consideration. Agreed operational arrangements are attached at Appendix 3.(5) Suggest any new items to the committee for 14/15 which item (members will have a further opportunity to do this at a later date).

Who has been invited to comment?
Pat Jones, Democratic and Member Services Manager, will present the work programme, answer questions and support the Committee in its decision making.
What will happen after the meeting?
The work programme will be updated and republished.

4 DISCRETIONARY HOUSING PAYMENTS - MONITORING REPORT.

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Contact Officer: Paul Wilding, Benefit Operations Manager, 01865 252461
 Email: pwilding@oxford.gov.uk

Background Information
<p>In June 2013 the Scrutiny Committee considered the Discretionary Housing Payments Scheme, and made recommendations to the City Executive Board which were accepted.</p> <p>The Committee appointed Councillor Coulter as the Lead Member for this item.</p>
Why is it on the agenda?
<p>One of the accepted recommendations was for a monitoring report to be presented quarterly to the Scrutiny Committee; this is the final of these reports which shows the year end spend on DHP.</p> <p>The Committees has agreed the following aims in reviewing this information:</p> <ul style="list-style-type: none"> • Is the current policy placing pressure on other vulnerable groups? • Is there an unmet need? • What are the profiles (human and geography) of those we help and those we turn away? • Cost profile – are we spending within budget? • What are the real effects of conditionality both in financial and behavioural terms? • Where should our priorities lie, should a rethink of policy be necessary.
Who has been invited to comment?
Councillor Brown, Board Member for Benefits and Customer Services, and Paul Wilding, Benefit Operations Manager, have been

invited to attend the meeting to answer the Committee's questions.
What will happen after the meeting?
Any recommendations will be presented to the Board Member or City Executive Board at the next available meeting.

5 RECYCLING INITIATIVES - PANEL REPORT

Contact Officer: Sarah Claridge (Democratic and Member Services Officer), 01865 252402, sclaridge@oxford.gov.uk

Background Information
<p>The Committee asked the Panel to:-</p> <ul style="list-style-type: none"> • Consider current recycling policies and their effects; • Review with service officers any barriers to improvement, alongside best practice and new initiatives.
Why is it on the agenda?
<p>The Panel identified a number of areas for potential improvement that they explored with relevant officers. It also pre-scrutinised the Waste and Recycling Strategy.</p> <p>The outcome of its deliberations will follow as a supplement.</p>
Who has been invited to comment?
<p>Councillors Fry, Jones and Simmons, as members of the Panel, will present their report and invite feedback on it.</p>
What will happen after the meeting?
<p>Any recommendations arising will be passed to the Board Member and/ or City Executive Board for consideration.</p>

6 TALENT MANAGEMENT PROGRAMME - OPTIONS, WITH EMPHASIS ON BME GROUPS

Contact Officer: Chris Harvey, Organisational Development and Learning Manager, 01865 252085, email charvey@oxford.gov.uk

Background Information
At its meeting in December 2013, the Committee looked at performance indicator BV017a – Percentage of Black and Ethnic Minority Employees. This indicator showed red. The Committee asked for a review of essential criteria for all entry level jobs to ensure that no unnecessary barriers existed, and considered this information at its last meeting.
Why is it on the agenda?
The Committee has now asked for more information about the Council's Talent Management Strategy. This is attached for information. There are different strands within the strategy including:- <ul style="list-style-type: none"> • Investing in Youth; • Growing our own future leaders and managers; • High potential; • Identifying talent
Who has been invited to comment?
Chris Harvey Organisational Development and Learning Manager will attend the meeting with Jarlath Brine Organisational Development and Learning Advisor, Equalities and Apprenticeships, to talk through the ideas in the Talent Management Strategy and answer any questions.
What will happen after the meeting?
Any recommendations will be passed to the relevant Board Member and/or CEB.

7 DATES OF FUTURE MEETINGS

The following dates have been agreed:-

Monday 23rd June 2014;
Tuesday 9th September 2014;
Monday 6th October 2014
Monday 10th November 2014;
Monday 8th December
Monday 19th January 2015
Tuesday 3rd February 2015
Monday 3rd March 2015
Tuesday 5th May 2015

8 MINUTES

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Minutes of the meeting held on 1st April are attached

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

¹ Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

