

# Agenda

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## Scrutiny Committee

Date: **Monday 7 September 2015**

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Time: **6.15 pm**

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

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For any further information please contact:

**Catherine Phythian, Committee Services Officer**

Telephone: 01865 252402

Email: [cphythian@oxford.gov.uk](mailto:cphythian@oxford.gov.uk)

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As a matter of courtesy, if you intend to record the meeting please let the Contact Officer know how you wish to do this before the start of the meeting.

# Scrutiny Committee

## Membership

<b>Chair</b>	Councillor Craig Simmons
	Councillor Tom Hayes
	Councillor Van Coulter
	Councillor Roy Darke
	Councillor James Fry
	Councillor Andrew Gant
	Councillor Sam Hollick
	Councillor David Henwood
	Councillor Ben Lloyd-Shogbesan
	Councillor Linda Smith
	Councillor Sian Taylor
	Councillor Louise Upton

The quorum for this Committee is four, substitutes are permitted.

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# AGENDA

## Pages

**1 APOLOGIES FOR ABSENCE**

**2 DECLARATIONS OF INTEREST**

**3 LEISURE & WELLBEING STRATEGY 2015-20**

Contact Officer: Ian Brooke, Head of Community Services,  
Tel: 01865 252705 e-mail: [ibrooke@oxford.gov.uk](mailto:ibrooke@oxford.gov.uk)

11 - 60

Background Information
The Scrutiny Committee has asked for this item to be included on the agenda for pre decision scrutiny.
Why is it on the agenda?
The City Executive Board will be asked to approve the Leisure & Wellbeing Strategy, 2015-20 at the meeting on 10 September 2015. This is an opportunity for the Scrutiny Committee to make recommendations to the City Executive Board.
Who has been invited to comment?
Ian Brooke, Head of Community Services, Lucy Cherry, Leisure and Performance Manager.

**4 OXFORDSHIRE GROWTH BOARD**

61 - 82

Background Information
The Scrutiny Committee has asked to monitor the work of the Oxfordshire Growth Board. In January 2015 the Committee made three recommendations which were relayed to the Growth Board.
Why is it on the agenda?
For the Scrutiny Committee to review the following: <ul style="list-style-type: none"><li>- The Board's responses to the Scrutiny Committee's recommendations,</li><li>- The agenda pack and draft minutes of the Growth Board meeting held on 30 July 2015.</li><li>-</li></ul>
Who has been invited to comment?
Bob Price, Leader of the Council and Board Member for Corporate Strategy & Economic Development, David Edwards, Executive Director of Regeneration & Housing, Paul Staines, Oxford Growth Board Programme Manager.

## 5 OXFORD GROWTH STRATEGY

83 - 114

Contact Officer: Matt Bates, Principal Planning Officer,  
Tel: 01865 252277, e-mail: [mbates@oxford.gov.uk](mailto:mbates@oxford.gov.uk)

Background Information
The Chair of Scrutiny asked for this item to be included on the agendas of the Housing Panel on 3 September and the Scrutiny Committee on 7 September for pre-decision scrutiny.
Why is it on the agenda?
This is an opportunity for the Scrutiny Committee to make recommendations to the City Executive Board.  The Chair of the Housing Panel will brief the Committee on the Housing Panel discussion on this report. The Scrutiny Committee may wish to cover any aspects not already considered by the Housing Panel.
Who has been invited to comment?
David Edwards, Executive Director of Regeneration & Housing.

## 6 INTEGRATED PERFORMANCE REPORT QUARTER 1 2015/16

115 - 118

Background Information
This report contains outcomes at the end of June 2015 (2015/16 quarter 1) for a set of corporate performance indicators previously chosen by the Committee.
Why is it on the agenda?
The Scrutiny Committee has a role in monitoring Council performance against targets.  The Committee is asked to note this report and may wish to ask questions or request further information.
Who has been invited to comment?
No officers have been invited specifically for this item but the Scrutiny Officer will follow up on any requests after the meeting, if required.

## 7 REPORT OF THE CYCLING REVIEW GROUP

119 - 150

Contact Officer: Andrew Brown on behalf of the Scrutiny Committee  
Tel: 01865 252230 e-mail: [abrown2@oxford.gov.uk](mailto:abrown2@oxford.gov.uk)

Background Information
The Scrutiny Committee commissioned the Cycling Review Group to identify how the City Council could make best use of its unallocated

cycling investments.
Why is it on the agenda?
For the Scrutiny Committee to review and comment on the report of the Cycling Review Group before it is submitted to the City Executive Board on 10 September 2015.  Please note that there is limited scope for changes to be made before the report is published for the City Executive Board.
Who has been invited to comment?
Councillor Louise Upton, Chair of the Cycling Review Group

**8 REPORT OF THE WASTE WATER FLOODING PANEL**

151 - 154

Contact Officer: Andrew Brown on behalf of the Scrutiny Committee  
Tel: 01865 252230 e-mail: [abrown2@oxford.gov.uk](mailto:abrown2@oxford.gov.uk)

Background Information
The Scrutiny Committee commissioned the Waste Water Flooding Panel to engage with Thames Water Utilities on the progress of the Oxford Catchment Study.
Why is it on the agenda?
For the Scrutiny Committee to review and comment on the report of the Waste Water Flooding Panel before it is submitted to the City Executive Board on 10 September 2015.
Who has been invited to comment?
Councillor Roy Darke, Chair of the Waste Water Flooding Panel

**9 REPORT OF THE FINANCE PANEL - MUNICIPAL BONDS**

155 - 160

Contact Officer: Andrew Brown on behalf of the Scrutiny Committee  
Tel: 01865 252230 e-mail: [abrown2@oxford.gov.uk](mailto:abrown2@oxford.gov.uk)

Background Information
The Finance Panel convened a discussion on municipal bonds at its public meeting on 2 July 2015.
Why is it on the agenda?
For the Scrutiny Committee to review and comment on the report of the Finance Panel before it is submitted to the City Executive Board on 10 September 2015.
Who has been invited to comment?
Councillor Craig Simmons, Chair of the Finance Panel

**10 2014-15 ANNUAL REPORT OF OXFORD CITY COUNCIL'S SCRUTINY COMMITTEE**

161 - 174

Contact officer: Andrew Brown on behalf of the Scrutiny Committee  
Tel: 01865 252230 e-mail: [abrown2@oxford.gov.uk](mailto:abrown2@oxford.gov.uk)

Background Information
The Scrutiny Committee commissioned the Scrutiny Officer to draft the Annual Report for 2014-15.
Why is it on the agenda?
For the Scrutiny Committee to review and approve the draft Annual Report before it is submitted to Council on 23 September 2015.
Who has been invited to comment?
Councillor Simmons, Chair of the Scrutiny Committee

**11 WORK PROGRAMME AND FORWARD PLAN**

175 - 214

Contact Officer: Andrew Brown, Scrutiny Officer  
Tel 01865 252230, [abrown2@oxford.gov.uk](mailto:abrown2@oxford.gov.uk)

Background Information
The Scrutiny Committee operates within a work programme which has been set for the 2015/16 council year. This programme will be reviewed at every meeting so that it can be adjusted to reflect the wishes of the Committee and take account of any changes to the latest Forward Plan (which outlines decisions to be taken by the City Executive Board or Council).
Why is it on the agenda?
The Scrutiny Committee is asked to: <ol style="list-style-type: none"><li>1. Review its work programme for the 2015/16 council year,</li><li>2. Approve the scope for the Guest Houses Review Group,</li><li>3. Decide which review topic to scope next and appoint a lead member (this review is likely to take place in early 2016, after the annual budget review),</li><li>4. Select Forward Plan items for pre-scrutiny based on the following criteria:<ul style="list-style-type: none"><li>• Is the issue controversial / of significant public interest?</li><li>• Is it an area of high expenditure?</li><li>• Is it an essential service / corporate priority?</li><li>• Can Scrutiny influence and add value?</li></ul></li></ol> <p>A maximum of three items for pre-scrutiny will normally apply.</p>
Who has been invited to comment?

Andrew Brown, Scrutiny Officer will present the work programme, answer questions and support the Committee in its decision making.

## 12 REPORT BACK ON RECOMMENDATIONS

215 - 224

Contact Officer: Andrew Brown, Scrutiny Officer,  
Tel 01865 252230, [abrown2@oxford.gov.uk](mailto:abrown2@oxford.gov.uk)

Background Information
The Committee makes a number of recommendations to officers and decision makers, who are obliged to respond in writing.
Why is it on the agenda?
<p>This item allows Committee to see the results of recommendations made in the 2015/16 municipal year.</p> <p>Since the last meeting the following items have resulted in recommendations to the City Executive Board:</p> <ul style="list-style-type: none"><li>• Adoption of the Statement of Community Involvement in Planning (2015)</li><li>• Grant Monitoring Information for 2014/15</li><li>• Debt Management Policy</li><li>• Integrated Performance Report for Quarter 4 2014/15</li><li>• Municipal Bonds</li></ul>
Who has been invited to comment?
Andrew Brown, Scrutiny Officer will present the report.

## 13 UPDATES SINCE THE LAST MEETING

For scrutiny members to update the Committee on any developments since the last meeting.

The Committee will wish to note that the Housing Panel has appointed a tenant co-optee

The Chair will brief the Committee on the status of the CEB response to the recommendations of the Scrutiny Committee Inequalities Panel.

The next Housing Standing Panel is scheduled for 8 October 2015  
The next Finance Standing Panel is scheduled for 29 October 2015

## 14 MINUTES

225 - 230

Minutes from 30 June 2015

**Recommendation:** That the minutes of the meeting held on 30 June 2015 be APPROVED as a true and accurate record.

## 15 DATES OF FUTURE MEETINGS

Meetings are scheduled as followed:

6 October 2015  
2 November 2015  
8 December 2015 – see note below  
12 January 2016  
2 February 2016  
7 March 2016  
5 April 2016

All meetings being at 6.15 pm.

The Committee is asked to decide whether to change the date of its December meeting as it clashes with a civic reception which members may wish to attend. The Scrutiny Officer will table alternative dates at the meeting.



## **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.

\*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.