

Agenda

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Scrutiny Committee

Date: **Thursday 7 September 2017**

Time: **6.00 pm**

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

For any further information please contact:

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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

Chair	Councillor Andrew Gant
Vice Chair	Councillor Nigel Chapman
	Councillor Mohammed Altaf-Khan
	Councillor Jamila Begum Azad
	Councillor Steven Curran
	Councillor James Fry
	Councillor David Henwood
	Councillor Mark Ladbrooke
	Councillor Ben Lloyd-Shogbesan
	Councillor Mark Lygo
	Councillor Jennifer Pegg
	Councillor David Thomas

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 MINUTES

Minutes from 4 July 2017

Recommendation: That the minutes of the meeting held on 4 July 2017 be APPROVED as a true and accurate record.

9 - 12

4 REPORT BACK ON RECOMMENDATIONS

Contact Officer: Andrew Brown, Scrutiny Officer,
Tel 01865 252230, abrown2@oxford.gov.uk

13 - 18

Background Information
Scrutiny is empowered to make recommendations to the City Executive Board and the Board is obliged to respond in writing.
Why is it on the agenda?
For the Committee to note and comment on recent executive responses to Scrutiny recommendations. Since the last meeting the Board has responded to recommendations on the following items: <ul style="list-style-type: none">• Local Authority Trading Company – Progress report• Council Tax Reduction Scheme
Who has been invited to comment?
<ul style="list-style-type: none">• Andrew Brown, Scrutiny Officer

5 WORK PLAN AND FORWARD PLAN

19 - 34

Background Information
The Scrutiny Committee operates within a work plan which is agreed at the start of the Council year. The work plan is 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 Committee is asked to: <ol style="list-style-type: none">1. Note that a visit to the Recycling Team at the Cowley Marsh depot is planned for 21 September 2017.2. Appoint a member to chair Housing Panel. The Panel met in July but was unable to elect a chair because the votes were tied. The following members were nominated and may wish to briefly

<p>explain why they would like to be chair:</p> <ul style="list-style-type: none"> • Councillor David Henwood • Councillor David Thomas <p>3. Review and note the Scrutiny Work Plan for the 2017/18 council year.</p> <p>4. Select Forward Plan items for pre-decision scrutiny based on the following criteria (max. 3 per meeting):</p> <ul style="list-style-type: none"> • <i>Is the issue controversial / of significant public interest?</i> • <i>Is it an area of high expenditure?</i> • <i>Is it an essential service / corporate priority?</i> • <i>Can Scrutiny influence and add value?</i>
Who has been invited to comment?
<ul style="list-style-type: none"> • Andrew Brown, Scrutiny Officer

6 ASSESSING DISABLED IMPACTS IN PLANNING

6.10 PM 40 MINS

35 - 42

Background Information
The Scrutiny Committee commissioned a report from the Head of Planning, Sustainable Development and Regulatory Services on how the Council fulfils its duty to assess the impacts on disabled people of new developments and changes of use, including for businesses and private and social sector housing.
Why is it on the agenda?
The Committee is asked to note and comment on the report. The Committee may also wish to agree one or more recommendations to put to the City Executive Board in October.
Who has been invited to comment?
<ul style="list-style-type: none"> • Councillor Alex Hollingsworth, Board Member for Planning & Regulatory Services; • Patsy Dell, Head of Planning, Sustainable Development and Regulatory Services; • Ian Wright, Environmental Health Service Manager;

7 OXFORD DESIGN REVIEW PANEL

6.50 PM 40 MINS

43 - 50

Background Information
The Scrutiny Committee commissioned a report from the Head of Planning, Sustainable Development and Regulatory Services on the work of the Oxford Design Review Panel.
Why is it on the agenda?
The Committee is asked to note and comment on the report. The Committee may also wish to agree one or more recommendations to put to the City Executive Board in October.
Who has been invited to comment?
<ul style="list-style-type: none"> • Councillor Alex Hollingsworth, Board Member for Planning & Regulatory Services; • Patsy Dell, Head of Planning, Sustainable Development and Regulatory Services;

8 GRANT ALLOCATIONS 2016/17 MONITORING REPORT
7.30 PM 30 MINS

51 - 90

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 on 19 September 2017 will be asked to note the results of the grant monitoring and the positive impact the community and voluntary sector is making in the city. This is an opportunity for the Scrutiny Committee to make recommendations to the City Executive Board.
Who has been invited to comment?
<ul style="list-style-type: none"> • Councillor Dee Sinclair, Board Member for Culture and Communities; • Julia Tomkins, Grant Officer.

9 OXFORD LIVING WAGE - REVIEW SCOPE
8.00 PM 10 MINS

91 - 94

Background Information
The Scrutiny Committee has appointed Cllr Ladbroke to lead a scrutiny review into "Implementing the Oxford Living Wage across Oxford". A scoping meeting was held on 1 August and a proposed scoping document is included.
Why is it on the agenda?
The Committee is asked to: <ol style="list-style-type: none"> 1. Approve the scope of the review. 2. Appoint Councillors Goff, Iley-Williamson, Lloyd-Shogbesan and Thomas to the review group.
Who has been invited to comment?
<ul style="list-style-type: none"> • Cllr Mark Ladbroke, Chair of the Oxford Living Wage Review Group; • Andrew Brown, Scrutiny Officer

10 SCRUTINY COMMITTEE ANNUAL REPORT 2016/17
8.10 PM 5 MINS

95 - 106

Background Information
The Scrutiny Committee's Annual Report 2016/17 will be presented to Council on 2 October 2017.
Why is it on the agenda?
The Committee is asked to approve the report subject to any stylistic and textual changes to be agreed by the Chair.
Who has been invited to comment?
<ul style="list-style-type: none"> • Andrew Brown, Scrutiny Officer

11 DATES OF FUTURE MEETINGS

8.15 PM

Meetings are scheduled as followed:

Scrutiny Committee

9 October 2017
7 November 2017
5 December 2017

All meetings start at 6.00 pm.

Standing Panels

Housing Standing Panel – 11 September 2017 & 12 October 2017
Finance Standing Panel – 4 September 2017 & 7 December 2017
Shareholder Standing Panel – 28 September 2017 (provisional)

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.