

Agenda

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Scrutiny Committee

Date: **Tuesday 5 June 2018**

Time: **6.00 pm**

Place: **St Aldate's Room - Oxford Town Hall**

For any further information please contact:

John Mitchell, Committee Services Officer

Telephone: 01865 252217

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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 David Henwood

Councillor Mohammed Altaf-Khan

Councillor Lubna Arshad

Councillor Nadine Bely-Summers

Councillor Hosnieh Djafari-Marbini

Councillor Alex Donnelly

Councillor James Fry

Councillor Pat Kennedy

Councillor Craig Simmons

Councillor Christine Simm

Vacancy

(Labour Group place)

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 **CHAIR'S ANNOUNCEMENTS**

4 **MINUTES**

7 - 12

Recommendation: That the minutes of the meeting held on 17 May 2018 be APPROVED as a true and accurate record.

5 **ANNUAL WORK PLAN REVIEW AND FORWARD PLAN**

13 - 40

The Scrutiny Committee operates within a work plan which is agreed at the start of the Council year. The Work Plan is reviewed at each 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). The Committee is asked to review and note its work plan for the 2018/19 council year.

Separately from regular consideration of the Work Plan, the Scrutiny Committee conducts an annual Work Plan review, which will take place at this meeting and is based on a longlist compiled by the Scrutiny Officer in response to suggestions by Members and Senior Officers. The Scrutiny Committee is recommended to:

Agree the indicative Scrutiny Committee Work Plan for 2018/19.

Agree to establish the first scrutiny review group to be scoped for agreement by the Committee on 3 July, and identify any further review groups for later establishment in 2018/19.

Agree the chair(s) of any review groups.

Agree the membership of the Finance, Housing and Companies Panels for 2018/19.

Delegate responsibility to each Standing Panel to form its own Work Plan at their first meeting, with reference to the longlist presented to the Scrutiny Committee.

Contact Officer: Stefan Robinson, Scrutiny Officer –
srobinson@oxford.gov.uk 01865 252191

6 **FUSION LIFESTYLE'S ANNUAL SERVICE PLAN**

41 - 100

The Scrutiny Committee has asked for this item to be included on the agenda for pre-decision scrutiny. The City Executive Board on 13 June will be asked to endorse Fusion Lifestyles 2018/19 Annual Service Plan for the continuous development, management and operation of leisure services in Oxford. This is an opportunity for the Scrutiny Committee to make recommendations to the City Executive Board.

Lead member: Councillor Linda Smith, Deputy Leader and Board Member for Leisure and Housing.

Officer Contact: Ian Brooke, Head of Community Services –
lbrooke@oxford.gov.uk 01865 252191

7 SAFEGUARDING ANNUAL REPORT

101 - 160

The Scrutiny Committee has asked for this item to be included on the agenda for pre-decision scrutiny. The City Executive Board on 13 June will be asked note progress made on Oxford City Council's Safeguarding 2017/18 Action Plan. This is an opportunity for the Scrutiny Committee to make recommendations to the City Executive Board.

Lead member: Cllr Marie Tidball, Board Member Supporting Local Communities

Officer Contact: Daniella Granito, Policy and Partnership Team Manager -
dgranito@oxford.gov.uk 07483 010758

8 MODERN SLAVERY ACT - TRANSPARENCY STATEMENT 2017-2018

161 - 170

The Scrutiny Committee has asked for this item to be included on the agenda for pre-decision scrutiny. The City Executive Board on 13 June will be asked to approve the Modern Slavery Act Transparency Statement 2017-2018. This is an opportunity for the Scrutiny Committee to make recommendations to the Board.

Lead member: Councillor Tom Hayes, Board Member for Safer, Greener, Environment

Officer Contact: Richard Adams, Community Safety Service Manager -
radams@oxford.gov.uk 01865 252283

9 REPORT BACK ON RECOMMENDATIONS

171 - 174

This item is for the Committee to note and comment on recent executive responses to Scrutiny recommendations. Since the last meeting of the Committee the Board has responded to recommendations in relation to the Discretionary Housing Payments (DHP) Policy and Oxford Town Hall.

The Scrutiny Committee is asked to note a point of clarification concerning the accuracy of the DHP Scrutiny report submitted to the City Executive Board (CEB) on 22 May, concerning how DHP criteria is applied. A full statement of clarification is outlined in CEB's response to the DHP recommendations.

Contact Officer: Stefan Robinson, Scrutiny Officer, srobinson@oxford.gov.uk
01865 252191

10 DATES OF FUTURE MEETINGS

Meetings for 2018 are scheduled as followed:

Scrutiny Committee

- 03 July
- 30 July (provisional)
- 06 September
- 08 October
- 06 November
- 04 December

Standing Panels

Housing Standing Panel: 05 July, 11 October, 12 November

Finance Standing Panel: 04 July, 10 September, 06 December

Companies Panel (*Provisional dates*) 07 June, 31 July, 11 September,
29 October, 12 December, 03 January 2019

All meetings start at 6.00 pm

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.