

# Agenda

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## Scrutiny Committee

Date: **Thursday 6 September 2018**

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Time: **6.00 pm**

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

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For any further information please contact:

**John Mitchell, Committee Services Officer**

Telephone: 01865 252217

Email: [democraticservices@oxford.gov.uk](mailto:democraticservices@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 Andrew Gant
<b>Vice Chair</b>	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 Mark Lygo
	Councillor Craig Simmons

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

### **HOW TO OBTAIN A COPY OF THE AGENDA**

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# AGENDA

	<b>Pages</b>
<b>1 APOLOGIES FOR ABSENCE</b>	
<b>2 DECLARATIONS OF INTEREST</b>	
<b>3 CHAIR'S ANNOUNCEMENTS</b>	
<b>4 MINUTES</b>	7 - 10
<p><b>Recommendation:</b> That the minutes of the meeting held on 03 July 2018 be APPROVED as a true and accurate record.</p>	
<b>5 WORK PLAN AND FORWARD PLAN</b>	11 - 24
<p>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 <a href="#">Forward Plan</a> (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.</p>	
<b>6 JOINT STATUTORY SPATIAL PLAN (JSSP)</b>	25 - 62
<p>At its meeting on 18 September 2018, the City Executive Board will be asked to give its approval to the draft project and programme documents for the Oxfordshire Joint Statutory Spatial Plan (JSSP), the preparation of which is a requirement of the Oxfordshire Housing and Growth Deal. These documents comprise:</p> <ul style="list-style-type: none"><li>a) Draft Statement of Community Involvement 2018</li><li>b) Local Development Scheme</li><li>c) JSSP Scoping Document</li></ul> <p>This is an opportunity for the Scrutiny Committee to make recommendations to the Board beforehand.</p>	
<b>7 AIR QUALITY ANNUAL STATUS REPORT</b>	63 - 146
<p>The Scrutiny Committee agreed to add the Annual Air Quality Status Report to its work plan in June 2018. This report has featured on the Committee's work plan for the past four years. The Committee has agreed to revisit the need for an air quality review group in 2019, which this report may help to inform. This is an opportunity for the Committee to note the report and</p>	

comment if it wishes.

**8 QUARTER 1 COUNCIL PERFORMANCE REPORT 2018/19** 147 - 152

The Scrutiny Committee has a role in monitoring the Council's performance. Quarterly reports are provided on a set of selected corporate and service performance indicators. This item provides an opportunity for the Committee to identify any areas for further review, and to note and comment on Council performance at the end of quarter 1 of 2018/19.

**9 REPORT BACK ON RECOMMENDATIONS** 153 - 154

There have been two recommendations to the Oxford Direct Services Shareholder (members of the City Executive Board) from the Companies Scrutiny Panel since those reported to the Committee on 03 July. There were no other recommendations passed in the last meeting cycle from the Scrutiny Committee or its Panels.

**10 DATES OF FUTURE MEETINGS**

Meetings for 2018 are scheduled as followed:

**Scrutiny Committee**

- 08 October
- 06 November
- 04 December
- 14 January (provisional)

**Standing Panels**

- Housing Standing Panel: 11 October, 12 November
- Finance Standing Panel: 10 September, 06 December
- Companies Panel 11 September, 25 October, 11 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.