

# Agenda



## **Oxfordshire Growth Board Scrutiny Panel**

**Tuesday 18 September at 6.30pm  
Long Room, Town Hall, St Aldate's, Oxford OX1 1BX**

Contact: Jennifer Thompson, Committee and Members' Services, Oxford City Council

E-mail: [democraticservices@oxford.gov.uk](mailto:democraticservices@oxford.gov.uk)

Telephone: 01865 252275

Website: [www.oxfordshiregrowthboard.org](http://www.oxfordshiregrowthboard.org)

### **Scrutiny Panel members 1 July 2018 to 30 June 2019**

Councillor Neil Prestidge	Cherwell District Council
Councillor Sean Gaul	
Councillor Sean Woodcock	
Councillor Andrew Gant	Oxford City Council
Councillor David Henwood	
Councillor Craig Simmons	
Councillor Nick Carter	Oxfordshire County Council
Councillor John Sanders	
Councillor Emily Smith	
Councillor Elaine Hornsby	South Oxfordshire District Council
Councillor David Turner	
Councillor Ian White	
Councillor Debby Hallett	Vale of White Horse District Council
Councillor Ben Mabbett	
Councillor Chris Palmer	
Councillor Derek Cotterill	West Oxfordshire District Council
Councillor David Harvey	
Councillor Julian Cooper	

This meeting is open to the press and public.

# AGENDA

## PART ONE PUBLIC BUSINESS

Pages

- 1 ELECTION OF CHAIRMAN FOR THE SCRUTINY PANEL
- 2 ELECTION OF VICE CHAIRMAN FOR THE SCRUTINY PANEL
- 3 APOLOGIES FOR ABSENCE
- 4 DECLARATIONS OF INTEREST
- 5 TERMS OF REFERENCE FOR THE SCRUTINY PANEL

**Purpose and recommendation:**

- to consider and adopt the proposed terms of reference for the Scrutiny Panel (**circulated separately**); and
- to consider and agree any matters not covered in the draft terms of reference relevant to the operation and management of Scrutiny Panel meetings.

- 6 NOTES FROM THE OXFORDSHIRE GROWTH BOARD ADVISORY SUB-GROUPS - DISCUSSION

**Purpose:** To consider any matters arising from the recommendations from the Advisory Sub-Groups not covered above. (**Notes from the JSSP and Housing Sub-Groups circulated separately: the Infrastructure Sub-group meets after this meeting**).

To make any recommendations to the Growth Board.

- 7 OXFORDSHIRE GROWTH BOARD 25 SEPTEMBER - DISCUSSION

**Purpose:** To consider reports and matters to be considered at the Oxfordshire Growth Board meeting on 25 September (**published on 17 September [separately from this agenda](#)**).

To make any recommendations to the Growth Board.

- 8 WORK PROGRAMME FOR THE SCRUTINY PANEL

**Purpose:** to discuss the scope, suggest areas of enquiry and monitoring, and agree an outline of the Panel's work plan.

Once formulated, the work plan will be reviewed at each meeting so that it can be adjusted to reflect the wishes of the Panel and take

account of any changes to the latest Oxfordshire Growth Board's Forward Plan ([circulated with the papers for the Growth Board](#))

**Recommendation:** The Panel is asked to:

- suggest items for consideration;
- agree a method by which officers can create an initial work plan for the 2018/19 council year in consultation with the Scrutiny Panel Chairman; and
- consider this at the next meeting.

## 9 DATES OF MEETINGS

The Scrutiny Panel should meet in the week before the Growth Board meetings on:

Tuesday 27 November  
Tuesday 29 January  
Tuesday 26 March  
Tuesday 4 June

**Recommendation:** to agree a pattern of dates and times of meetings for the municipal year, and authorise the clerk to organise meetings of the Panel in consultation with the Chairman.

### Exclusion of the press and public

The Panel may decide to exclude members of the press and public from the meeting for any part of the meeting where the Panel resolves it is necessary to do so.

## **Councillors' duties on 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.

### **Member's 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.