

Agenda

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Value and Performance Scrutiny Committee

Date: **Tuesday 27 November 2012**

Time: **6.00 pm**

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

For any further information please contact:

Pat Jones, Principal Scrutiny Officer

Telephone: 01865 252191

Email: phjones@oxford.gov.uk

Value and Performance Scrutiny Committee

Membership

Chair	Councillor Mark Mills	Holywell;
Vice-Chair	Councillor Mike Rowley	Barton and Sandhills;
	Councillor Mohammed Abbasi	Cowley Marsh;
	Councillor Anne-Marie Canning	Carfax;
	Councillor Jean Fooks	Summertown;
	Councillor James Fry	North;
	Councillor Michael Gotch	Wolvercote;
	Councillor Mick Haines	Marston;
	Councillor Pat Kennedy	Lye Valley;
	Councillor Sajjad Malik	Cowley Marsh;
	Councillor Stuart McCready	Summertown;
	Councillor Craig Simmons	St. Mary's;
	Councillor Oscar Van Nooijen	Hinksey Park;

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AGENDA

Pages

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

The Quorum for this Committee is four and substitutes are allowed.

2 DECLARATIONS OF INTEREST

3 STANDING ITEM: WORK PROGRAMME AND FORWARD PLAN

1 - 24

Pat Jones, Principal Scrutiny Officer, Tel: (01865) 252191,
Email phjones@oxford.gov.uk;

Mathew Metcalfe, Democratic and Electoral Services Officer, Tel:
(01865) 252214, Email: mmetcalfe@oxford.gov.uk

Background information
The work programme needs to reflect the wishes and interests of the Committee. It is presented here and at every meeting to allow members to lead and shape their work.
Why is the item on the agenda?
To agree the lines of inquiry for forthcoming meetings and to take an overview of progress
Who has been invited to comment?
The Principal Scrutiny Officer, will present the work programme and answer questions from the Committee.
What will happen after the meeting?
The Chair and Vice-Chair will continue to monitor the Committee's work programme and report to future meetings.

4 STANDING ITEM: REPORT BACK ON THE COMMITTEE'S RECOMMENDATIONS TO THE CITY EXECUTIVE BOARD AND ON MATTERS OF INTEREST TO THE COMMITTEE

25 - 44

Pat Jones, Principal Scrutiny Officer
Tel: (01865) 252191, email phjones@oxford.gov.uk;

Mathew Metcalfe, Democratic and Electoral Services Officer
Tel: (01865) 252214, email: mmetcalfe@oxford.gov.uk

Background information
This Committee has made a number of recommendations to City Executive Board and officers. This item reports on the outcomes from these.
Why is the item on the agenda?
To present to the committee: <ul style="list-style-type: none"> • The table of responses to all their recommendations to date: • The full text of reports made since the last meeting, approved by the Chair and other Lead Members of the committee, and the results of these. <p>Two reports has been produced since the last meeting:</p> <ul style="list-style-type: none"> • Fusion Leisure Contract 2011 – 2012 • Parking in Parks – signage and monitoring <p>The full text of the report and response is presented.</p>
Who has been invited to comment?
Officers will go through the outcomes and answer questions.
What will happen after the meeting?
Any further follow up will be pursued within the work programme.

5 COUNCIL TAX BENEFIT CHANGES - UPDATE

45 - 90

Contact Officer: Helen Bishop, Head of Customer Services
Tel: 01865 252233, email: hbishop@oxford.gov.uk

Background Information
The Value and Performance Committee at it meeting on 19 th September 2012, received an update on the soon to be introduced Council Tax Benefit changes and requested further information from Officers.
Why is it on the agenda?
The Committee requested further information on the modelling used to structure the new Local Council Tax Support Scheme and the exemptions offered by other local authorities in Oxfordshire. Full Council at its meeting on 17 th December will receive a report from the City Executive Board seeking approval for the introduction of the scheme following the outcome of previous consultations and this is attached to this agenda.

Who has been invited to comment?
Councillor Ed Turner, Board Member, Finance and Efficiency, the Head of Customer Services, Helen Bishop and the Head of Finance, Nigel Kennedy.
What will happen after the meeting?
Comments from the Committee will be passed to the Full Council meeting on 17 th December 2012, to be considered during the debate.

6 HOUSES IN MULTIPLE OCCUPATION (HMO) LICENSING - UPDATE

91 - 98

Contact Officer: Ian Wright
 Tel: 01865 252553, email: iwright@oxford.gov.uk

Background Information
The mandatory licensing scheme for HMOs was introduced by the Housing Act 2004. The first stage in Oxford commenced on the 24th January 2011 and required the licensing of all three or more storey HMO properties and the larger two storey HMO properties that contained five or more tenants. The second stage commenced on the 30 th January 2012 and required all remaining HMO properties in the City to obtain a licence. Until very recently Oxford was the only local authority in the UK to require every HMO throughout its area to be licensed.
Why is it on the agenda?
This report has been produced in response to the Committees lines of inquiry which are: The progress on the implementation of the licensing scheme, and in particular: - Any effects on the availability or cost of rented accommodation. -Improvements within the privately rented stock. The landlord survey mentioned in the report will have been completed by the time of the meeting but the results have not been analysed.
Who has been invited to comment?
Councillor Ed Turner, Board Member Finance and Efficiency and Ian Wright, Environmental Development.
What will happen after the meeting?
Any comments made by the committee will be reported to the City Executive and any requirements for further reporting will be reflected in the Committees work programme.

7 COVERED MARKET SCRUTINY REVIEW: NEXT STEPS

99 - 116

Contact Officer: Sarah Claridge, Democratic and Electoral Services Officer
Tel: 01865 252402, email: sclaridge@oxford.gov.uk

Background Information
The Value and Performance Scrutiny Committee decided to hold a Select Committee debate on the economic health of the Covered Market and to establish a Panel to progress the preparation for the Select Committee debate.
Why is it on the agenda?
This briefing paper has been produced in response to the Committee's lines of inquiry and to support the debate. The committee is asked how it wishes to progress these inquiries.
Who has been invited to comment?
Members of the Covered Market Review Panel.
What will happen after the meeting?
Further meetings of the Review Panel will take place with a progress report to the Value and Performance Scrutiny Committee in January 2013 with a full report at the end of the programme.

8 PROCUREMENT STRATEGY 2013-2016

117 - 140

Contact Officer: Nicky Atkin, Commercial Manager
Tel: 01865 252778, email: natkin@oxford.gov.uk

Background Information
The Council's second Procurement Strategy was approved in 2010 and sought to define how procurement would support the Council in achieving ambitious efficiency targets. The proposed new strategy builds on the good work to date and focuses on delivering new efficiencies and benefits to the community and economy, builds in new legislative requirements and supports carbon reduction and delivering affordable housing. The Committee asked to see proposals for the new strategy at their last meeting.
Why is it on the agenda?
To allow the Value and Performance Scrutiny Committee to consider the Council's Procurement Strategy and its outcomes for spending with local companies.
Who has been invited to comment?
Councillor Ed Turner, Board Member, Finance and Efficiency and

Jane Lubbock, Head of Business Improvement and Technology.
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What will happen after the meeting?
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Comments from the Committee will be passed to the City Executive Board at its meeting on 5 th December 2012.

9 MINUTES

141 - 156

Minutes of the meetings held on 19th September and 5th November 2012.

10 DATES OF FUTURE MEETINGS

The Committee will meet at the Town Hall at 6.00pm on the following dates unless otherwise specified:

Monday 28th January 2013

Wednesday 3rd April 2013

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.

¹ 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.

