

Agenda

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Value and Performance Scrutiny Committee

Date: **Monday 28 January 2013**

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;
	Councillor Val Smith	Blackbird Leys;

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AGENDA

Pages

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

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

2 DECLARATIONS OF INTEREST

Members are asked to declare any disclosable pecuniary interests they may have in any of the following agenda items. Guidance on this is set out at the end of these agenda pages.

3 STANDING ITEM: WORK PROGRAMME AND FORWARD PLAN

1 - 22

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. A verbal update will be given on the Covered Market Review. Included also is the latest Forward Plan to allow the Committee to identify any decisions they may wish to pre-scrutinise.
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**

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 the City Executive Board and officers. This item reports on the outcomes from these.
Why is the item on the agenda?
<p>To present to the committee:</p> <ul style="list-style-type: none"> • The table of responses to all 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>Four reports has been produced since the last meeting:</p> <ul style="list-style-type: none"> • Integrated report Qtr.2 • Procurement Strategy • Treasury Management mid year review • Local Council Tax Support Scheme <p>The full text of the reports and responses are 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 **FINANCE AND PERFORMANCE PANEL BUDGET REVIEW - UPDATE**

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

Background Information
The Budget Review Group was established to review the proposals

and principles within the Medium Term Financial Strategy and budget for robustness and deliverability.
Why is it on the agenda?
To update the Committee on the work of the Review Group with regard to the proposed 2013/17 budget.
Who has been invited to comment?
The Chair of the Review Group (Councillor Mike Rowley) and Pat Jones will update the Committee on the current position.
What will happen after the meeting?
Comments from the Committee will be passed back to the Review Group.

6 WELFARE REFORM UPDATE: DEPARTMENT FOR WORK AND PENSIONS PILOT SCHEMES

45 - 50

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

Background Information
From April 2013 Local Councils are required to agree their own Council Tax Benefit Scheme. Alongside this, proposals for major welfare reform are also being developed. The Committee has seen and commented on proposals for the Council Tax Benefit Scheme and heard details of two pilot projects linked to Direct Payments and the Local Authority role in Universal Credit.
Why is it on the agenda?
Committee asked for an update on the Direct Payments project in particular and had two specific lines of inquiry: <ul style="list-style-type: none"> • The effects on rent arrears and tenancy management. • Support and debt advice. The report also provides an update on the pilot scheme looking at the Local Authority role in Universal Credit.
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?
Any comments will be passed to the City Executive or Board Members.

7 LANDLORDS SURVEY RESULTS

51 - 54

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

Background Information
At its meeting on 27 th November 2012, the Value and Performance Scrutiny Committee received a report which provided an update on the introduction of the mandatory licensing scheme for HMOs. The first stage in Oxford began in January 2011 with the second stage in January 2012. Following the introduction the Council conducted a survey of landlords.
Why is it on the agenda?
The Committee asked to see the results of the survey of landlords in Oxford.
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?
Requirements for further reporting will be reflected in the Committees work programme.

8 EQUALITIES & DIVERSITY: UPDATE REPORT

55 - 58

Contact Officer: Jarlath Brine, Equalities & Diversity Business
Partner/Apprentice Project Leader
Tel: 01865 252848, email: jbrine@oxford.gov.uk

Background Information
The Committees work programme for this year included a continuing item to monitor the Councils workforce and its match to the population of Oxford.
Why is it on the agenda?
The Committee asked for an update on the Councils work force data. The specific lines of enquiry raised by the Committee are: <ul style="list-style-type: none">• How our workforce matches to the population it serves across the equality strands• What we are doing to try to bridge any gaps and how successful are we being• What is the representation of our workforce when looked at across grade bandings and what issues does this show• Our latest recruitment data
The Committee also asked for a further update on the Councils Apprentice Scheme.

Who has been invited to comment?
Councillor Bob Price, Simon Howick (Head of Human Resources and Facilities) and Jarlath Brine (Human Resources and Facilities)
What will happen after the meeting?
Requirements for further reporting will be reflected in the Committees work programme.

9 MINUTES

59 - 64

Minutes of the meeting held on 27th November 2012

10 DATES OF FUTURE MEETINGS

The Committee is scheduled to meet on the following dates:

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.

