

# Agenda

www.oxford.gov.uk



## Scrutiny Committee

Date: **Monday 8 December 2014**

---

Time: **6.00 pm**

---

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

---

For any further information please contact:

**Sarah Claridge, Committee Services Officer**

Telephone: 01865 252402

Email: [sclaridge@oxford.gov.uk](mailto:sclaridge@oxford.gov.uk)

---

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 Craig Simmons
<b>Vice Chair</b>	Councillor Tom Hayes Councillor Mohammed Altaf-Khan Councillor Farida Anwar Councillor Van Coulter Councillor Roy Darke Councillor James Fry Councillor Sam Hollick Councillor David Henwood Councillor Ben Lloyd-Shogbesan Councillor Louise Upton

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

In order to reduce the use of resources, our carbon footprint and our costs we will no longer produce paper copies of agenda over and above our minimum internal and Council member requirement. Paper copies may be looked at the Town Hall Reception and at Customer Services, St Aldate's and at the Westgate Library

A copy of the agenda may be:-

- Viewed on our website – [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)
- Downloaded from our website
- Subscribed to electronically by registering online at [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)
- Sent to you in hard copy form upon payment of an annual subscription.

# AGENDA

Pages

**1 APOLOGIES FOR ABSENCE**

**2 DECLARATIONS OF INTEREST**

Members are asked to declare any disclosable pecuniary interest 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 UPDATES SINCE THE LAST MEETING**

For Scrutiny Members to update the Committee on any developments since the last meeting.

The Chairs of the Finance and Housing Standing Panels may wish to update the Committee on their work.

The progress of review panels is briefly set out in section 2 of the work programme but Lead Members may wish to supplement this by providing a verbal update.

**4 CORPORATE PEER CHALLENGE ACTION PLAN**

9 - 38

Contact Officer: Peter Sloman, Chief Executive  
Tel: 01865 252354  
Email: [psloman@oxford.gov.uk](mailto:psloman@oxford.gov.uk)

Background Information
<p>The City Council recently invited a Corporate Peer Challenge team to provide an external reality check and reassurance that the Council's plans – within the Council and city – over the next few years are sustainable.</p> <p>A central message was that the Council should now become a Leader of Place and the City Council has developed an Action Plan in response to the peer team's feedback.</p>
Why is it on the agenda?
<p>It was suggested at full Council in July 2014 that Scrutiny review considers the City Council's response to the peer team's feedback.</p>
Who has been invited to comment?
<p>Cllr Bob Price and Peter Sloman have been invited to attend the Committee for this discussion.</p>

## 5 CLEAN STREETS

39 - 42

Contact Officer: Douglas Loveridge, Streetscene Services Manager  
Tel: 01865 252957  
Email: [dloveridge@oxford.gov.uk](mailto:dloveridge@oxford.gov.uk)

Background Information
At its meeting in September, Scrutiny raised concerns about the level of performance against street cleaning indicators, as well as issues such as waste collections in the city centre, littering and graffiti.
Why is it on the agenda?
Scrutiny requested a report to address these concerns.
Who has been invited to comment?
Douglas Loveridge has been invited to answer questions and support the Committee in its discussion.

## 6 DISCRETIONARY RATES RELIEF FOR BUSINESSES POLICY

43 - 66

Lead Member: Councillor Finance, Asset Management and Public Health

Report of the Head of Customer Services

Contact Officer: Tanya Bandekar, Service Manager - Revenues and Benefits  
Tel: 01865 252281  
Email: [tbandekar@oxford.gov.uk](mailto:tbandekar@oxford.gov.uk)

Background Information
This is a review of the Council's Discretionary Rates Relief for Businesses policy.
Why is it on the agenda?
The Committee selected this item for pre-scrutiny.
Who has been invited to comment?
Tanya Bandekar has been invited to answer questions and support the Committee in its discussion.

## 7 WORK PROGRAMME AND FORWARD PLAN

67 - 96

Contact Officer: Andrew Brown, Scrutiny Officer  
Tel: 01865 252230  
Email: [abrown2@oxford.gov.uk](mailto:abrown2@oxford.gov.uk)

<b>Background Information</b>
<p>Indicative agenda schedules are set out in section 5 of the Scrutiny Work Programme.</p> <p>The latest Forward Plan is included which outlines decisions to be taken by the City Executive Board or Council.</p>
<b>Why is it on the agenda?</b>
<p>The work programme will be reviewed at every meeting so that it can be adjusted to reflect the wishes of the Committee</p> <p>Members are asked to select which Forward Plan items they wish to pre-scrutinise based on the following criteria:</p> <ul style="list-style-type: none"><li>- <i>Is the issue controversial / of significant public interest?</i></li><li>- <i>Is it an area of high expenditure?</i></li><li>- <i>Is it an essential service / corporate priority?</i></li><li>- <i>Can Scrutiny influence and add value?</i></li></ul> <p>A maximum of three items for pre-scrutiny will normally apply.</p> <p>Please note that one pre-scrutiny item is already pencilled in for the January meeting, having slipped from December.</p>
<b>Who has been invited to comment?</b>
<p>Andrew Brown, Scrutiny Officer can support the Committee in its discussion.</p>

## 8 REPORT BACK ON RECOMMENDATIONS

97 - 104

Contact Officer: Andrew Brown, Scrutiny Officer,  
Tel: 01865 252230,  
Email: [abrown2@oxford.gov.uk](mailto:abrown2@oxford.gov.uk)

<b>Background Information</b>
<p>The Committee makes a number of recommendations to officers and decision makers. This item allows Committee to review the results of recommendations since the last meeting and the cumulative results of all scrutiny recommendations.</p>

Why is it on the agenda?
For members to note and monitor executive responses.
Who has been invited to comment?
Andrew Brown, Scrutiny Officer

## 9 MINUTES

105 - 110

Minutes from 10 November 2014

**Recommendation:** That the minutes of the meeting held on 10 November 2014 be APPROVED as a true and accurate record.

## 10 DATES OF FUTURE MEETINGS

Meetings are scheduled as followed:

23 December 2014 (10am start, if needed)  
19 January 2015  
3 February 2015  
2 March 2015  
23 March 2015  
5 May 2015

Meetings begin at 6pm unless stated otherwise.

## **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.