

# Agenda

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## Scrutiny Committee

Date: **Monday 2 March 2015**

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Time: **6.15 pm**

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

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For any further information please contact:

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# Scrutiny Committee

## Membership

<b>Chair</b>	Councillor Craig Simmons
<b>Vice Chair</b>	Councillor Tom Hayes
<b>Members</b>	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 Linda Smith
	Councillor Louise Upton

The quorum for this Committee is 4, substitutes are permitted.

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# AGENDA

## Pages

**1 APOLOGIES FOR ABSENCE**

**2 DECLARATIONS OF INTEREST**

**3 UPDATES SINCE THE LAST MEETING**

For scrutiny members to update the Committee on any developments since the last meeting.

The next Housing Standing Panel is scheduled for 24 March.  
The next Finance Standing Panel is scheduled for 25 March.

**4 LIVING WAGE 6.20PM**

Contact Officer: Jarlath Brine, OD & Learning Advisor, Equalities & Apprenticeships [jbrine@oxford.gov.uk](mailto:jbrine@oxford.gov.uk)

11 - 74

Why is it on the agenda?
The Scrutiny Committee requested a report to update members on how the Council's commitment to paying the Oxford Living Wage has been implemented internally and within our supply chain.
Who has been invited to comment?
Simon Howick, Head of Human Resources & Facilities, and Jane Lubbock, Head of Business Improvement & Technology, have been invited to present this item.

**5 CONSULTATION AND ENGAGEMENT 6.50PM**

Contact Officer: Sadie Paige, Policy, Culture and Communication [spaige@oxford.gov.uk](mailto:spaige@oxford.gov.uk)

75 - 92

Background Information
The Scrutiny Committee considered the Community Engagement Plan 2014/17 in June 2014 and made 4 recommendations.
Why is it on the agenda?
For the Scrutiny Committee to review information it requested in 2 of its recommendations.

<ul style="list-style-type: none"> <li>• To provide information on the engagement ambitions set for all consultations during the last year, what was achieved and how this fits with the principles set within the Policy Statement.</li> <li>• To suggest to the Scrutiny Committee an up and coming engagement/empowerment exercise that can act as a pilot study to demonstrate the effectiveness of the principles within this report.</li> </ul>
Who has been invited to comment?
Sadie Paige will present her report and answer the Committee's questions.

**6 RESEARCH INTO THE LOCAL IMPACT OF WELFARE REFORM 7.10PM**

93 - 176

Contact Officer: Paul Wilding, Benefit Operations Manager Tel: 01865 252461 pwilding@oxford.gov.uk

Why is it on the agenda?
The Scrutiny Committee requested a report setting out research on the impacts of welfare reforms in Oxford.
Who has been invited to comment?
Paul Wilding will present this item and answer the Committee's questions.

**7 DISCRETIONARY HOUSING PAYMENT POLICY 7.35PM**

177 - 200

Contact Officer: Paul Wilding, Benefit Operations Manager Tel: 01865 252461 pwilding@oxford.gov.uk

Background Information
The City Executive Board on 12 March will be asked to approve the revised Discretionary Housing Payment Policy. From 2015/16 Oxford City Council's grant will reduce from £514,496 to £288,092, a reduction of 44%.
Why is it on the agenda?
The Scrutiny Committee requested to pre-scrutinise this report.
Who has been invited to comment?
Paul Wilding will present this item and answer the Committee's questions.

**8 THE CULTURE STRATEGY 2015-18****8.00PM**

201 - 244

Contact Officer: Peter McQuitty, Head of Policy, Culture and Communications Tel: 01865 252780 pmcquitty@oxford.gov.uk

Background Information
<p>The City Executive Board on 12 March will be asked to recommend the Culture Strategy to Council. The Scrutiny Committee reviewed the Draft Culture Strategy in October 2014 prior to consultation and made the following recommendations:</p> <ol style="list-style-type: none"> <li>1. That the Culture Strategy presents the fullest picture of Oxford's cultural offering, including cultural experiences that the City Council is not directly involved in.</li> <li>2. That the Culture Strategy sets out how City Council functions such as licencing and planning can play an important role in supporting culture.</li> <li>3. That the list of organisations invited to contribute to the Culture Strategy is shared with elected members, so that they can make any further suggestions.</li> <li>4. That consideration is given to how the City Council can encourage visitors to spend more time in Oxford, and to whether increasing visitor length of stay should be made a priority in the Culture Strategy.</li> </ol>
Why is it on the agenda?
The Scrutiny Committee requested to pre-scrutinise this report.
Who has been invited to comment?
Peter McQuitty has been invited to present this report.

**9 PERFORMANCE MONITORING - QUARTER 3****8.15PM**

245 - 248

Contact Officer: Neil Lawrence, Performance Improvement Manager nlawrence@oxford.gov.uk

Background Information
<p>The Scrutiny Committee set a small Panel of members to consider the available performance measures and select two sets, linked to the scrutiny programme, for monitoring on a quarterly basis.</p> <p>The sets are to be considered by the Scrutiny Committee and the Housing Panel. The attached table includes the selection for the Scrutiny Committee.</p>
Why is it on the agenda?

For the Scrutiny Committee to monitor performance against selected indicators at the end of Quarter 3.

Who has been invited to comment?

This report is provided for the Scrutiny Committee's information and consideration. Any additional information required by the Committee can be requested to be made available for a future meeting.

**10 WORK PROGRAMME AND FORWARD PLAN 8.25PM**

249 - 276

Contact Officer: Andrew Brown, Scrutiny Officer Tel: 01865 252230  
abrown2@oxford.gov.uk

**Background Information**

Indicative agenda schedules are set out in section 5 of the work programme.

The Forward Plan starting April 2015 is included which outlines decisions to be taken by the City Executive Board or Council.

**Why is it on the agenda?**

Members are asked to select which Forward Plan items they wish to pre-scrutinise at the 29 April Scrutiny Committee meeting, based on the following criteria:

- *Is the issue controversial / of significant public interest?*
- *Is it an area of high expenditure?*
- *Is it an essential service / corporate priority?*
- *Can Scrutiny influence and add value?*

A maximum of three items for pre-scrutiny will normally apply.

**Who has been invited to comment?**

Andrew Brown, Scrutiny Officer will present the work programme, answer questions and support the Committee in its decision making.

**11 REPORT BACK ON RECOMMENDATIONS 8.30PM**

277 - 298

Contact Officer: Andrew Brown, Scrutiny Officer Tel: 01865 252230  
abrown2@oxford.gov.uk

**Background Information**

The Committee makes a number of recommendations to officers and decision makers. This item allows Committee to see the results of recommendations since the last meeting and the cumulative results

of all scrutiny recommendations.
Why is it on the agenda?
<p>Since the last Scrutiny Committee meeting, recommendations on the following items have been added:</p> <ul style="list-style-type: none"> <li>- Budget 2015/16</li> <li>- Treasury Management Strategy 2015/16</li> <li>- Grant Allocations to Community and Voluntary organisations</li> <li>- Activities for Older People</li> <li>- Communities and Neighbourhood Services</li> </ul>
Who has been invited to comment?
Andrew Brown, Scrutiny Officer.

## 12 MINUTES

8.35PM

299 - 306

Minutes from the meetings held on 19 January and 3 February 2015

### **Recommendations:**

That the minutes of the meeting held on 19 January 2015 be APPROVED as a true and accurate record.

That the minutes of the meeting held on 3 February 2015 be APPROVED as a true and accurate record.

## 13 DATES OF FUTURE MEETINGS

Meetings are scheduled as followed:

23 March 2015

29 April 2015

## **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.