

# Agenda

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## Scrutiny Committee

Date: **Monday 27 April 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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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 Linda Smith Councillor Louise Upton

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

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# AGENDA

Pages

**1 APOLOGIES FOR ABSENCE**

**2 DECLARATIONS OF INTEREST**

**3 UPDATES SINCE THE LAST MEETING**

For Chairs of Standing Panels and Review Panels to update the Committee on any developments since the last meeting

The next Housing Standing Panel is scheduled for 4 June 2015  
The next Finance Standing Panel is scheduled for 28 April 2015

**4 SAFEGUARDING CHILDREN ACTION PLAN 2014-2015**

7 - 38

Contact Officer: Val Johnson, Policy Team Leader Tel: 01865 252209  
vjohnson@oxford.gov.uk

Background Information
The City Executive Board on 14 May will be asked to note the progress made on Oxford City Council's Section 11 (Children Act of 2004) Self-Assessment Action Plan 2014-15 and to approve the Action Plan for 2015-16. These action plans form part of the Council's Safeguarding Children, Young People and Vulnerable Adult Policy.
Why is it on the agenda?
The Scrutiny Committee has asked for this item to be included on the agenda for pre decision scrutiny.
Who has been invited to comment?
Tim Sadler, Executive Director for Community Services and Val Johnson, Policy Team Leader will attend to answer the Committee's questions.

## 5. COVERED MARKET ACTION PLAN

39 - 56

Contact Officer: Elaine Philip, Markets Manager Tel: 01865 252358  
ephilips@oxford.gov.uk

Background Information
The City Executive Board on 14 May 2015 will be asked to agree the Covered Market Action Plan.
Why is it on the agenda?
The Scrutiny Committee has asked for this item to be included on the agenda for pre decision scrutiny.
Who has been invited to comment?
Jane Winfield will attend to answer the Committee's questions.

## 6. SCRUTINY SURVEY RESPONSES

57 - 60

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

Background Information
The Scrutiny Committee circulated a brief survey to all City Councillors to obtain their feedback on the effectiveness of the Council's scrutiny function.
Why is it on the agenda?
For the Scrutiny Committee to review the responses from City Councillors and agree any actions.

## 7. WORK PROGRAMME AND FORWARD PLAN

61 - 86

Background Information
The Scrutiny Officer has reviewed the Committee's work programme for 2014-15 and indicated which items that have been completed and those that the Committee may wish to carry forward onto the work programme for 2015/16.  The extract from the Forward Plan details the decisions to be taken by the City Executive Board May-July 2015.
Why is it on the agenda?
The Committee may wish to provide comment on the work programme and identify further Forward Plan items for pre-scrutiny.
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.

**8 REPORT BACK ON RECOMMENDATIONS**

87 - 90

Contact Officer:

Background Information
The Committee makes a number of recommendations to the City Executive Board. This item allows Committee to see the results of recommendations since the last meeting.
Why is it on the agenda?
The results of recommendations relating to the following items have been added: - Fusion Lifestyle annual service plan 2015-16
Who has been invited to comment?
Andrew Brown, Scrutiny Officer

**9 MINUTES**

91 - 94

Minutes from 23 March 2015

**Recommendation:** That the minutes of the meeting held on 23 March 2015 be APPROVED as a true and accurate record.

**10 DATE OF FUTURE MEETINGS**

Meetings are scheduled as followed:

- 2 June
- 30 June
- 7 September
- 6 October
- 2 November

All meetings begin at 6.15pm.

## **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.