

# Agenda

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## Scrutiny Committee

Date: **Tuesday 2 June 2015**

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Time: **6.00 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

Councillor Craig Simmons  
Councillor Tom Hayes  
Councillor Mohammed Altaf-Khan  
Councillor Van Coulter  
Councillor Roy Darke  
Councillor James Fry  
Councillor Sam Hollick  
Councillor David Henwood  
Councillor Ben Lloyd-Shogbesan  
Councillor Linda Smith  
Councillor Sian Taylor  
Councillor Louise Upton

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

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# AGENDA

## Pages

### 1 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2015/16

The Committee is asked to elect a Chair for the Council Year 2015/2016.

The Chair must be a Scrutiny Councillor from one of the Opposition Political Groups.

### 2 ELECTION OF VICE-CHAIR FOR THE COUNCIL YEAR 2015/16

The Scrutiny Committee is asked to elect a Vice-Chair for the Council Year 2015/2016.

The Vice-Chair must be a scrutiny councillor and can be from any political group.

### 3 APOLOGIES FOR ABSENCE

### 4 DECLARATIONS OF INTEREST

### 5 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  
The next Finance Standing Panel is scheduled for 5 July

### 6 SCRUTINY OPERATING PRINCIPLES AND PREPARATION FOR THE 2015/16 WORK PROGRAMME

9 - 16

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

#### Background Information

The Scrutiny Committee operates within a work programme and this new Committee needs to start the process of setting this for the coming year.

The Committee will not be able to set the full programme at this meeting.

Why is it on the agenda?
<p>The Committee needs to agree:</p> <ol style="list-style-type: none"> <li>I. Its operating principles for 2015/16</li> <li>II. Any items carried forward from the 2014/15 work programme</li> <li>III. Any new additions and priorities</li> <li>IV. Which Standing Panels it wishes to set and the membership of these</li> </ol> <p>The operating principles document agreed in June 2014 for general working arrangements is attached. The Scrutiny Officer has suggested some changes for the Committee to consider for 2015/16.</p> <p>Carried forward proposals are attached. The Committee is asked if it wishes to include these in outline.</p> <p>All members have been asked to propose items or issues for review by scrutiny by 12 June. The final list will be available in on the agenda of the next Committee meeting. In the meantime, the Committee may wish to review the provisional list attached.</p> <p>The Committee is asked to set a maximum of 2 Standing Panels for the year. Previously these have been:</p> <p>Finance Panel Housing Panel</p> <p>The Committee is asked if it wishes to reappoint these or change the focus. It has been suggested that, should the Committee agree to continue with a Housing Panel, its membership should be increased from 4 to 6 Councillors.</p>
Who has been invited to comment?
<p>The Scrutiny Officer will present the item and support the Committee in its decision making.</p>

## 7 REPORT OF THE LOCAL ECONOMY SCRUTINY PANEL

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

Background Information
<p>The Scrutiny Committee commissioned a Local Economy Panel in the 2014/15 municipal year. The scope of the Panel's work was agreed by the Committee on 19 January 2015.</p> <p>This is the report of the Panel.</p> <p>The Panel's recommendations will be presented to the City Executive Board on 11 June 2015.</p>

Why is it on the agenda?
For the Scrutiny Committee to review and comment on the Panel's findings.
Who has been invited to comment?
Councillors Fry, Benjamin and Gotch, as members of the Panel, will present their report and invite feedback on it.

**8 CITY CENTRE PUBLIC SPACES PROTECTION ORDER (PSPO)**

33 - 68

Contact Officer: Richard J Adams, Housing and Communities Tel: 01865 252283 rjadams@oxford.gov.uk

Background Information
The Scrutiny Committee has asked for this item to be included on the agenda for pre decision scrutiny.
Why is it on the agenda?
The City Executive Board on 11 June 2015 will be asked to agree the report. This is an opportunity for the Scrutiny Committee to provide comments to the City Executive Board.
Who has been invited to comment?
Councillor Sinclair and Richard Adams will attend to answer the Committee's questions.

**9 COVERED MARKET LEASING STRATEGY**

69 - 82

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

Background Information
The Scrutiny Committee has asked for this item to be included on the agenda for pre decision scrutiny.
Why is it on the agenda?
The City Executive Board on 11 June 2015 will be asked to agree the report. This is an opportunity for the Scrutiny Committee to provide comments to the City Executive Board.
Who has been invited to comment?
Jane Winfield and Elaine Philip will attend to answer the Committee's questions.

## 10 REPORT BACK ON RECOMMENDATIONS

83 - 112

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, who are obliged to respond in writing.
Why is it on the agenda?
For the Committee to review the results of all scrutiny recommendations made during the 2014/15 municipal year.  Since the last Committee meeting, the following items have resulted in recommendations to the City Executive Board:  European Funding Safeguarding Children Action Plan 2014-2015 Covered Market Action Plan Capital Strategy
Who has been invited to comment?
The Scrutiny Officer will present the report.

## 11 MINUTES

113 - 116

Minutes from 27 April 2015

**Recommendation:** That the minutes of the meeting held on 27 April 2015 be APPROVED as a true and accurate record.

## 12 DATES OF FUTURE MEETINGS

Meetings are scheduled as followed:

30 June  
7 September  
6 October  
2 November  
8 December  
12 January  
2 February  
7 March  
5 April

All meetings will begin at 6pm.

## **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.