

Agenda

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Scrutiny Committee

Date: **Monday 7 November 2016**

Time: **6.00 pm**

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

For any further information please contact:

Sarah Claridge, Committee Services Officer

Telephone: 01865 529920

Email: democraticservices@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

Chair	Councillor Andrew Gant	Liberal Democrat Group Leader
Vice Chair	Councillor Tom Hayes Councillor Jamila Begum Azad Councillor Nigel Chapman Councillor Van Coulter Councillor James Fry Councillor David Henwood Councillor Jennifer Pegg Councillor Craig Simmons Councillor Sian Taylor Councillor Marie Tidball Councillor Ruth Wilkinson	

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 WORK PLAN AND FORWARD PLAN

9 - 32

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

Background Information

<p>The Scrutiny Committee operates within a work plan which has been set for the 2016/17 council year. This plan will be reviewed at every meeting so that it can be adjusted to reflect the wishes of the Committee and take account of any changes to the latest Forward Plan (which outlines decisions to be taken by the City Executive Board or Council).</p>
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Why is it on the agenda?

<p>The Committee is asked to review and note its work plan for the 2016/17 council year.</p>
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<p>The Committee is also asked to select which Forward Plan items they wish to pre-scrutinise based on the following criteria:</p>
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| <ul style="list-style-type: none">• 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? |
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<p>A maximum of three items for pre-scrutiny will normally apply.</p>

Who has been invited to comment?

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| <ul style="list-style-type: none">• Andrew Brown, Scrutiny Officer |
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4 REPORT BACK ON RECOMMENDATIONS

33 - 34

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?
This item allows Committee to see the results of recommendations since the last meeting. The Committee is asked to note and comment on the responses of the City Executive Board to Scrutiny recommendations on the following items: <ul style="list-style-type: none">• Tree Management Policy• Implications of Brexit
Who has been invited to comment?
<ul style="list-style-type: none">• Andrew Brown, Scrutiny Officer.

5 ANNUAL MONITORING REPORT (AMR) 2015/16 (6.10 PM)

35 - 112

Contact Officer: Rebekah Knight, Planner Tel: 01865 252612
rknight@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 will be asked to approve the Annual Monitoring Report 2015/16 for publication at its meeting on 17 November 2016. This is an opportunity for the Scrutiny Committee to make recommendations to the Board.
Who has been invited to comment?
<ul style="list-style-type: none">• Councillor Alex Hollingsworth, Board Member for Planning & Regulatory;• Patsy Dell, Head of Planning & Regulatory Services;• Mark Jaggard, Planning Policy & Design, Conservation & Trees Manager;• Rebekah Knight, Planner.

6 AIR QUALITY (6.50 PM)

113 - 174

Contact Officer: Jo Colwell, Service Manager Environmental Sustainability
Tel: 01865 252188 jcolwell@oxford.gov.uk

Background Information
The Scrutiny Committee requested a report on air quality data and measures and ideas for improving air quality when agreeing its work plan for 2016/17. This item was originally suggested by Councillor Pressel.
Why is it on the agenda?
For the Scrutiny Committee to scrutinise progress in improving air quality. The Committee is asked to note and comment on the report and may also wish to agree recommendations to put to the City Executive Board in December.
Who has been invited to comment?
<ul style="list-style-type: none">• Councillor John Tanner, Board Member for Cleaner Greener Oxford;• Jo Colwell, Environmental Sustainability Service Manager;• Ian Halliday, Air Quality Officer.

7 DISCRETIONARY HOUSING PAYMENTS SPEND (7.20 PM)

175 - 182

Contact Officer: Paul Wilding, Programme Manager Revenue & Benefits Tel: 01865 252461 pwilding@oxford.gov.uk

Background Information
The Scrutiny Committee scrutinised the Council's Discretionary Housing Payments (DHP) policy in April 2016. The Committee supported the revised Policy and agreed to monitor spend during the year.
Why is it on the agenda?
For the Scrutiny Committee to monitor and comment on DHP spend. The Committee is asked to note the report and may also wish to agree recommendations to put to the City Executive Board in December.
Who has been invited to comment?
<ul style="list-style-type: none">• Councillor Susan Brown, Board Member for Customer &

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| Corporate Services;
<ul style="list-style-type: none"> • Paul Wilding, Revenue & Benefits Programme Manager. |
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8 DIGITAL STRATEGY (7.50 PM)

183 - 210

Contact Officer: Neil Lawrence, Digital Development Manager
 nlawrence@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 will be asked to approve the Digital Strategy and associated action plan at its meeting on 17 November 2016. This is an opportunity for the Scrutiny Committee to make recommendations to the Board.
Who has been invited to comment?
<ul style="list-style-type: none"> • Councillor Susan Brown, Board Member for Customer & Corporate Services; • Neil Lawrence, Digital Development Manager.

9 MINUTES

211 - 218

Minutes from 6 October 2016

Recommendation: That the minutes of the meeting held on 6 October 2016 be APPROVED as a true and accurate record.

10 DATES OF FUTURE MEETINGS

Meetings are scheduled as followed:

Scrutiny Committee

- 6 December 2016
- 30 January 2017
- 28 February 2017
- 27 March 2017

All meetings start at 6.00 pm.

Standing Panels

- Housing Standing Panel – 9 November 2016
- Finance Standing Panel – 8 December 2016

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.

a)

b)

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