

Agenda

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Scrutiny Committee

Date: **Tuesday 6 December 2016**

Time: **6.00 pm**

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

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

Chair Councillor Andrew Gant

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 (6.00 PM)
10 MINS

9 - 36

Background Information
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).
Why is it on the agenda?
The Committee is asked to: <ol style="list-style-type: none">1. Review and note the Scrutiny work plan for 2016/17.2. Select which Forward Plan items they wish to pre-scrutinise based on the following criteria:<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? A maximum of three items for pre-scrutiny will normally apply. <ol style="list-style-type: none">3. Agree whether to appoint a one-meeting Panel to consider the Health & Wellbeing Board report on Health Inequalities.
Who has been invited to comment?
<ul style="list-style-type: none">• Andrew Brown, Scrutiny Officer

4 REPORT BACK ON RECOMMENDATIONS

37 - 38

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. Since the last meeting the following items have resulted in recommendations to the City Executive Board: <ul style="list-style-type: none">• Planning Annual Monitoring Report (AMR)• Digital Strategy
Who has been invited to comment?
The Chair and the Scrutiny Officer will present the report.

5 COMMISSIONED ADVICE STRATEGY 2018-2021 (6.10 PM) 30 MINS

39 - 48

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 agree that the Council should formally commission advice services from 2018 at its meeting on 15 December 2016. This is an opportunity for the Scrutiny Committee to make recommendations to the City Executive Board.
Who has been invited to comment?
<ul style="list-style-type: none">• Councillor Brown, Board member for Customer and Corporate Services,• Paul Wilding, Revenue & Benefits Programme Manager.

6 SAFEGUARDING LANGUAGE SCHOOL STUDENTS (6.40 PM) 40 MINS

49 - 78

Background Information
The Scrutiny Committee commissioned officers to update the Committee on the safeguarding arrangements for foreign language students studying in Oxford.

Why is it on the agenda?
For the Scrutiny Committee to review and comment on the report and decide whether there is more work for a review group to undertake.
Who has been invited to comment?
<ul style="list-style-type: none"> • Councillor Sinclair, Board Member for Community Safety, • Richard Adams, Community Safety & Resilience Manager • Ben Smith, ASB Prevention Project Co-ordinator

**7 CYCLING PROGRESS REPORT (7.20 PM)
25 MINS**

79 - 88

Background Information
The Scrutiny Committee commissioned the Cycling Review Group to review cycling provisions in 2015.
Why is it on the agenda?
For the Scrutiny Committee to monitor progress and implementation following the recommendations of the Cycling Review Group, which reported to the City Executive Board in September 2015.
Who has been invited to comment?
<ul style="list-style-type: none"> • Councillor Upton, Chair of the Cycling Review Group, • Councillor Hollingsworth, Board Member for Planning & Regulatory Services, • Sophie Hearn, Contracts Manager.

**8 SUSTAINABLE ENERGY ACTION PLAN (SEAP) FOR OXFORD
(7.45 PM)
30 MINS**

89 - 144

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 'Low Carbon Oxford: A Route Map to 2020' report and the accompanying Sustainable Energy Action Plan at its meeting on 5 December 2016. This is an opportunity for the Scrutiny Committee to make recommendations to the City Executive Board.
Who has been invited to comment?
<ul style="list-style-type: none"> • Councillor Tanner, Board member for a Clean, Green Oxford, • Jo Colwell, Environmental Sustainability Service Manager, • Mairi Brookes, OxFutures Programme Manager.

**9 PERFORMANCE MONITORING- QUARTER 2 (8.15 PM)
10 MINS**

145 - 150

Background Information
The Scrutiny Committee has a role in monitoring Council performance and quarterly reports are provided to the Committee on a set of selected corporate and service indicators. The Housing Panel receives separate reports on housing performance.
Why is it on the agenda?
For the Scrutiny Committee to note and comment on Council performance at the end of 2016/17 Quarter 2 (September 2016).
Who has been invited to comment?
Cllr Fry, as Committee lead may wish to comment on the performance outcomes.

**10 SCRUTINY COMMITTEE REPORT ON AIR QUALITY (8.25 PM)
5 MINS**

151 - 154

The Committee considered an item on Air Quality at the last meeting. The Committee is asked to approve the attached report and recommendations for submission to the City Executive Board on 15 December 2016.

11 MINUTES

155 - 164

Minutes from 7 November 2016

Recommendation: That the minutes of the meeting held on 7 November 2016 be APPROVED as a true and accurate record.

12 DATES OF FUTURE MEETINGS

Meetings are scheduled as followed:

Scrutiny Committee

12 January 2017 – Special for Devolution Review Group report
30 January 2017
28 February 2017
27 March 2017
2 May 2017

All meetings start at 6.00 pm.

Standing Panels

Housing Standing Panel – 1 March 2017. 5.00pm

Finance Standing Panel – 8 December 2016, 5.30pm

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.