

Agenda

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Scrutiny Committee

Date: **Monday 9 October 2017**

Time: **6.00 pm**

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

For any further information please contact:

John Mitchell, Committee Services Officer

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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 Nigel Chapman
	Councillor Mohammed Altaf-Khan
	Councillor Jamila Begum Azad
	Councillor Steven Curran
	Councillor James Fry
	Councillor David Henwood
	Councillor Mark Ladbrooke
	Councillor Ben Lloyd-Shogbesan
	Councillor Mark Lygo
	Councillor Jennifer Pegg
	Councillor David Thomas

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

HOW TO OBTAIN A COPY OF THE AGENDA

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- Downloaded from our website
- Subscribed to electronically by registering online at mycouncil.oxford.gov.uk

AGENDA

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

3 MINUTES

7 - 14

Recommendation: That the minutes of the meeting held on 07 September 2017 be APPROVED as a true and accurate record.

4 REPORT BACK ON RECOMMENDATIONS

15 - 18

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

Background Information
Scrutiny is empowered to make recommendations to the City Executive Board, which is obliged to respond in writing.
Why is it on the agenda?
For the Committee to note and comment on recent executive responses to Scrutiny recommendations. Since the last meeting the Board has responded to recommendations on the following items: <ul style="list-style-type: none">• Grant Monitoring• Brexit• Draft Housing and Homelessness Strategy
Who has been invited to comment?
<ul style="list-style-type: none">• Andrew Brown, Scrutiny Officer

5 WORK PLAN AND FORWARD PLAN

19 - 38

Background Information
The Scrutiny Committee operates within a work plan which is agreed at the start of the Council year. The work 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 review and note its work plan for the 2017/18 council year. The Committee is also asked to select Forward Plan items for pre-decision scrutiny based on the following criteria (max. 3 per meeting): <ul style="list-style-type: none">• <i>Is the issue controversial / of significant public interest?</i>• <i>Is it an area of high expenditure?</i>

<ul style="list-style-type: none"> • <i>Is it an essential service / corporate priority?</i> • <i>Can Scrutiny influence and add value?</i>
Who has been invited to comment?
<ul style="list-style-type: none"> • Andrew Brown, Scrutiny Officer

6 ANNUAL MONITORING REPORT

6.05 PM 40 MINS

39 - 126

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 16 October 2017 will be asked to approve the Annual Monitoring Report for publication. 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 Alex Hollingsworth, Board Member for Planning and Regulatory Services.

7 REVIEW OF DISCRETIONARY HOUSING PAYMENT POLICY

6.45 PM 30 MINS

127 - 148

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 16 October 2017 will be asked to seek approval to maintain the current Discretionary Housing Payment policy and to note the trends in expenditure detailed in the report. 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 Susan Brown, Board Member for Customer and Corporate Services

8 REVIEW OF FINANCIAL INCLUSION STRATEGY

7.15 PM 30 MINS

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 16 October 2017 will be asked to: <ul style="list-style-type: none"> • Adopt the revised Financial Inclusion Strategy for the period 2017-2020; and • Delegate authority to the Executive Director Organisational

<p>Development & Corporate Services, in consultation with the Executive Member for Customer and Corporate Services, to review and update the Strategy's action plan.</p> <p>This is an opportunity for the Scrutiny Committee to make recommendations to the City Executive Board.</p>
<p>Who has been invited to comment?</p>
<ul style="list-style-type: none"> • Councillor Susan Brown, Board Member for Customer and Corporate Services

9 PERFORMANCE MONITORING Q1 2017/18

7.45 PM

149 - 162

<p>Background Information</p>
<p>The Scrutiny Committee has a role in monitoring Council performance and quarterly reports are provided on a set of selected corporate and service performance indicators.</p>
<p>Why is it on the agenda?</p>
<p>For the Committee to note and comment on Council performance at the end of 2017/18 quarter 1. The Committee may wish to ask Cllr Fry to review the full list of performance measures and decide which ones Scrutiny will monitor.</p>
<p>Who has been invited to comment?</p>
<ul style="list-style-type: none"> • Councillor James Fry; • Jan Heath, Business Development & Support Manager.

10 REPORTS FOR APPROVAL

163 - 174

The Committee is asked to approve the following reports for submission to the City Executive Board on 16 October :

- a) Assessing disabled impacts in planning
- b) Oxford Design Review Panel
- c) Recycling

11 DATES OF FUTURE MEETINGS

Meetings are scheduled as followed:

Scrutiny Committee

- 07 November 2017
- 05 December 2017
- 15 January 2018
- 06 February 2018
- 06 Mar 2018

All meetings start at 6.00 pm.

Standing Panels

Housing Standing Panel – 13 December; 16 January; 08 March; 09 April
 Finance Standing Panel – 07 December; 31 January; 14 March
 Shareholder Standing Panel – 06 November

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.