

Agenda

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Scrutiny Committee

Date: **Tuesday 3 July 2018**

Time: **6.00 pm**

Place: **St Aldate's Room - Oxford Town Hall**

For any further information please contact:

John Mitchell, Committee Services Officer

Telephone: 01865 252217

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

Vice Chair Councillor David Henwood

Councillor Mohammed Altaf-Khan

Councillor Lubna Arshad

Councillor Nadine Bely-Summers

Councillor Hosnieh Djafari-Marbini

Councillor Alex Donnelly

Councillor James Fry

Councillor Pat Kennedy

Councillor Craig Simmons

Councillor Christine Simm

Vacancy

(Labour Group place)

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 CHAIR'S ANNOUNCEMENTS

4 MINUTES

7 - 16

Recommendation: That the minutes of the meeting held on 05 June 2018 be APPROVED as a true and accurate record.

5 WORK PLAN AND FORWARD PLAN

17 - 26

The Scrutiny Committee operates within a work plan which is agreed at the start of the Council year. The Work Plan is reviewed at each 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). The Committee is asked to review and note its work plan for the 2018/19 council year.

Contact Officer: Stefan Robinson, Scrutiny Officer, srobinson@oxford.gov.uk
01865 252191

6 SCRUTINY REVIEW GROUPS 2018/19

On 5 June 2018, the Scrutiny Committee agreed that further scoping was needed to understand the rationale and timeliness of three separate review group proposals; Local Connection (Homelessness), Tourism Management, and Air Quality. The Chairs of each review group will present their proposal. The Committee is recommended to:

- a) Note that following discussion with the lead member and officers, that the timeliness of a review into Air Quality matters should be reviewed in 2019
- b) Agree the priority order of the Local Connection (Homelessness) and Tourism Management review groups
- c) Agree the membership of the Local Connection (Homelessness) and Tourism Management review groups
- d) Approve the scoping documents for the Local Connection (Homelessness) and Tourism Management review groups (to be circulated separately).

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7	Q4 PERFORMANCE The Scrutiny Committee has a role in monitoring Council performance. Quarterly reports are provided on a set of selected corporate and service performance indicators. Contact Officer: Liz Godin, Corporate Governance Manager, lgodin@oxford.gov.uk This item provides an opportunity for the Committee to note and comment on Council performance at the end of quarter 4 of 2017/18.	27 - 34
8	ANNUAL SCRUTINY REPORT The Scrutiny Committee's Annual Report for 2017/18 will be presented to Council on 23 July. This is an opportunity for the Committee to approve the draft content of the report, subject to any changes agreed. The report will undergo a graphic design process before submission to Council and publication.	35 - 50
9	REPORT BACK ON RECOMMENDATIONS This item is for the Committee to note and comment on recent executive responses to Scrutiny recommendations. Since the last meeting of the Committee the City Executive Board has responded to the Committee's recommendations on: Fusion Lifestyle's Annual Service Plan; Safeguarding Annual Report; and the Modern Slavery Act Transparency Statement. The Board's responses are attached. Contact Officer: Stefan Robinson, Scrutiny Officer, srobinson@oxford.gov.uk 01865 252191	51 - 52
10	DATES OF FUTURE MEETINGS Meetings for 2018 are scheduled as followed: Scrutiny Committee <ul style="list-style-type: none">• 30 July (provisional)• 06 September• 08 October• 06 November• 04 December Standing Panels <ul style="list-style-type: none">• Housing Standing Panel: 05 July, 11 October, 12 November• Finance Standing Panel: 04 July, 10 September, 06 December• Companies Panel 26 July, 11 September, 25 October, 12 December, 03 January 2019 All meetings start at 6.00 pm	

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.