

Agenda

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Scrutiny Committee

Date: **Wednesday 15 May 2019**

Time: **6.00 pm**

Place: **St Aldate's Room - Oxford 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

Membership of the Committee will be confirmed at the meeting of the Full Council on 13 May 2019.

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

HOW TO OBTAIN A COPY OF THE AGENDA

In order to reduce the use of resources, our carbon footprint and our costs we will no longer produce paper copies of agenda over and above our minimum requirements. Paper copies may be looked at the Town Hall Reception and at Customer Services, St Aldate's and at the Westgate Library

A copy of the agenda may be:-

- Viewed on our website – mycouncil.oxford.gov.uk
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AGENDA

	Pages
1 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2019-20 The Committee is asked to elect a Chair for the 2019/20 Council year. The Chair must be from one of the opposition groups.	
2 ELECTION OF VICE-CHAIR FOR THE COUNCIL YEAR 2019-20 The Committee is asked to elect a Vice-Chair for the 2019/20 Council year. The Vice-Chair can be from any political group.	
3 APOLOGIES FOR ABSENCE	
4 DECLARATIONS OF INTEREST	
5 CHAIR'S ANNOUNCEMENTS	
6 MINUTES Recommendation: That the minutes of the meeting held on 02 April 2019 be APPROVED as a true and accurate record.	9 - 14
7 WORK PLAN AND FORWARD PLAN The Scrutiny Committee operates within a work plan which is agreed at the start of the Council year. The Committee will be asked to review and suggest items for the 2019/20 council year at its next meeting on 04 June. The City Executive Board's Forward Plan of decisions is included for reference.	15 - 26
8 SCRUTINY OPERATING PRINCIPLES AND STANDING PANEL ARRANGEMENTS The Committee is asked to consider and adopt a set of operating principles for the Scrutiny Committee for the 2019/20 municipal year, establish Standing Panels and appoint Standing Panel Chairs. Recommendations: That the Scrutiny Committee resolves to: <ol style="list-style-type: none"> 1. Agree the revised Committee Operating Principles for the 2019/20 municipal year, as set out in Appendix 1; 2. Agree to re-establish the Finance, Housing and Companies Standing Panels for the 2019/20 municipal year; 3. Appoint Chairs of the Finance, Housing and Companies panels; 	27 - 36

4. **Continue** the current membership arrangements for the Companies Panel, so that it may meet on 28 May; and
5. **Agree** the number of seats and political balance of each standing panel (Finance: 4, Companies: 4, Housing: 6 recommended).

9 THE FUTURE STRATEGIC DIRECTION FOR THE COUNCIL'S GROUP OF HOUSING COMPANIES

37 - 52

At its meeting on 29 May 2019, the City Executive Board will consider a report on the future strategic direction for the Council's group of housing companies. This item provides an opportunity for the Committee to comment on the report and make recommendations to the City Executive Board if it wishes. Please note that the Companies Scrutiny Panel will also be considering the corresponding Shareholder report on this issue on 28 May 2019, prior to the Shareholder meeting on 30 May.

10 COMMUNITY INFRASTRUCTURE LEVY CHARGING SCHEDULE REVIEW

53 - 114

At its meeting on 29 May 2019, the City Executive Board will consider a report on the Community Infrastructure Levy charging schedule review. This item provides an opportunity for the Committee to comment on the report and make recommendations to the City Executive Board if it wishes.

11 TOURISM MANAGEMENT REVIEW GROUP REPORT

The Committee is asked to consider and endorse the report and recommendations of the Tourism Management Review Group, which will be submitted to the City Executive Board on 29 May for decision. This report will be published as a supplement.

12 REPORT BACK ON RECOMMENDATIONS

115 - 118

The City Executive Board, at its meeting on 10 April, considered the Committee's recommendations in relation to:

- The Oxford Living Wage
- Audit of Fusion Lifestyle
- Building control enforcement
- Development of a homeless shelter and assessment hub at Floyds Row

The Board's response to those recommendations is attached.

13 DATES OF FUTURE MEETINGS

Meetings are scheduled as followed:

Scrutiny Committee

- 4 June 2019
- 2 July 2019
- 3 September 2019
- 1 October 2019

Standing Panels

- Housing Standing Panel: 27 June, 3 October
- Finance Standing Panel: 01 July, 5 September
- Companies Panel: 28 May, 3 July

All meetings start at 6.00 pm

14 MATTERS EXEMPT FROM PUBLICATION

If the Committee wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Committee to pass a resolution in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

The Committee may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

PART TWO **MATTERS EXEMPT FROM PUBLICATION**

15 THE FUTURE STRATEGIC DIRECTION FOR THE COUNCIL'S GROUP OF HOUSING COMPANIES - APPENDIX 3

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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.