

# Agenda

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## Scrutiny Committee

This meeting will be held on:

Date: **Tuesday 2 February 2021**

Time: **6.00 pm**

Place: **Zoom - Remote meeting**

**For further information** please contact:

John Mitchell, Committee Services Officer, Committee Services Officer

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✉ [democraticservices@oxford.gov.uk](mailto:democraticservices@oxford.gov.uk)

**Members of the public can attend to observe this meeting and.**

- may register in advance to speak to the committee in accordance with the [committee's rules](#)
- may record all or part of the meeting in accordance with the Council's [protocol](#)

Information about speaking and recording is set out in the agenda and on the [website](#)

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## Committee Membership

Councillor Andrew Gant (Chair)

Councillor Dr Joe McManners (Vice-Chair)

Councillor Mohammed Altaf-Khan

Councillor Lubna Arshad

Councillor Shaista Aziz

Councillor Tiago Corais

Councillor Dr Hosnieh Djafari-Marbini

Councillor James Fry

Councillor Richard Howlett

Councillor Pat Kennedy

Councillor Ben Lloyd-Shogbesan

Councillor Craig Simmons

Apologies and notification of substitutes received before the publication are shown under *Apologies for absence* in the agenda. Those sent after publication will be reported at the meeting. Substitutes for the Chair and Vice-chair do not take on these roles.

# Agenda

	<b>Pages</b>
<b>1 Apologies for absence</b>	
<b>2 Declarations of interest</b>	
<b>3 Chair's Announcements</b>	
<b>4 Minutes</b>	7 - 12
<b>Recommendation:</b> That the minutes of the meeting held on 12 January 2021 be APPROVED as a true and accurate record.	
<b>5 Work Plan and Forward Plan</b>	13 - 24
<p>The Scrutiny Committee operates within a work plan which is agreed at the start of the Council year the latest version of which is attached. The work plan is driven to a very large extent by the Cabinet Forward Plan. A summary of the latest version of the Forward Plan is attached.</p> <p>The Committee is asked to agree the work plan having taken account of any updates and after discussion.</p> <p>The Committee is further asked to agree to a meeting in May to take place in the event that the local elections are delayed. Date to be confirmed when the dates of Cabinet meetings are set.</p>	
<b>6 Council Tax Reduction Scheme 2021/22</b>	25 - 68
<p>Cabinet, at its meeting on 10 February, will consider a report on the Council Tax Reduction Scheme for 2021/22. The Committee is asked to consider the report and agree any recommendations thereon.</p> <p>Councillor Marie Tidball, Cabinet Member for Supporting Local Communities and Tanya Bandekar, Service Manager Revenue &amp; Benefits, have been invited to attend for this item.</p>	

## **7 Zero Carbon Council by 2030: 4th carbon management plan 2021/22 to 2029/30**

Cabinet, at its meeting on 10 February, will consider a report on the Zero Carbon Council by 2030: 4th carbon management plan 2021/22 to 2029/30. The Committee is asked to consider the report and agree any recommendations thereon.

Councillor Tom Hayes, Cabinet Member for Green Transport and Zero Carbon Oxford and Tim Sadler, Transition Director, have been invited to attend for this item.

## **8 Draft Budget Review Group Report**

The Committee is asked to consider the Draft Budget Review Group Report, raise any necessary amendments and agree an approved version to submit to Cabinet for response.

This report will be published as a supplement.

## **9 Report back on recommendations and Scrutiny Panel meetings**

No Scrutiny reports have been taken to Cabinet since the last meeting.

Councillor James Fry will update the Committee on the meeting of the Finance and Performance Panel held on 27 January 2021.

The meeting of the Housing and Homelessness Panel, scheduled for 01 February, was cancelled as the reports for consideration had been deferred.

## **10 Dates of future meetings**

Meetings are scheduled as followed:

### **Scrutiny Committee**

- 02 March, 08 April

### **Standing Panels**

- Finance & Performance: Provisional meeting scheduled for 06 April (dependent on whether the local elections are delayed)
- Companies Scrutiny: 15 March
- Housing & Homelessness: 04 March

All meetings start at 6.00 pm.

## **Information for those attending**

### **Recording and reporting on meetings held in public**

Members of public and press can record, or report in other ways, the parts of the meeting open to the public. You are not required to indicate in advance but it helps if you notify the Committee Services Officer prior to the meeting so that they can inform the Chair and direct you to the best place to record.

The Council asks those recording the meeting:

- To follow the protocol which can be found on the Council's [website](#)
- Not to disturb or disrupt the meeting
- Not to edit the recording in a way that could lead to misinterpretation of the proceedings. This includes not editing an image or views expressed in a way that may ridicule or show a lack of respect towards those being recorded.
- To avoid recording members of the public present, even inadvertently, unless they are addressing the meeting.

Please be aware that you may be recorded during your speech and any follow-up. If you are attending please be aware that recording may take place and that you may be inadvertently included in these.

The Chair of the meeting has absolute discretion to suspend or terminate any activities that in his or her opinion are disruptive.

### **Councillors 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; licenses 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". 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 member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.