

Agenda

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Scrutiny Committee

This meeting will be held on:

Date: **Wednesday 8 September 2021**

Time: **6.00 pm**

Place: **The Old Library - Oxford Town Hall**

For further information please contact:

John Mitchell, Committee Services Officer, Committee Services Officer

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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](#)
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Committee Membership

Councillor Elizabeth Wade (Chair)

Councillor Nigel Chapman (Vice-Chair)

Councillor Tiago Corais

Councillor Dr Hosnieh Djafari-Marbini

Councillor Paula Dunne

Councillor James Fry

Councillor Linda Smith

Councillor Dr Christopher Snowton

Councillor Imogen Thomas

Councillor Marie Tidball

Councillor Naomi Waite

Councillor Dick Wolff

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

	Pages
1 Apologies for absence Apologies given by Cllr Tidball, for whom Cllr Diggins will substitute.	
2 Declarations of interest	
3 Chair's Announcements	
4 Minutes Recommendation: That the minutes of the meeting held on 14 July 2021 be APPROVED as a true and accurate record.	9 - 16
5 Work Plan and Forward Plan The work plan is driven to a very large extent by the Cabinet Forward Plan a summary of which is attached. The Scrutiny Committee agrees its priorities for items coming onto the Forward Plan, which then form part of its work plan. The Committee is recommended to: 1. Confirm its agreement to the current priorities and the work plan both of which are attached.	17 - 30
6 Urban Forest Strategy Cabinet, at its meeting on 15 September , will consider a report on the Urban Forest Strategy. The Committee is asked to consider the report and agree any recommendations thereon. Councillor Lubna Arshad, Cabinet Member for Parks and Waste Reduction; and Amanda Ford, Environmental Quality Team Manager, have been invited to attend for this item.	31 - 124

7	Council Tax Reduction Scheme for 2022/23	125 - 150
	<p>Cabinet, at its meeting on 15 September, will consider a report on the Council Tax Reduction Strategy for 2022/23. The Committee is asked to consider the report and agree any recommendations thereon.</p> <p>Councillor Shaista Aziz, Cabinet Member Inclusive Communities; Tanya Bandekar, Service Manager, Revenues, Benefits and Income; and Laura Bessel, Benefit Manager, have been invited to attend for this item.</p> <p>NB: This item was considered in the 2020/21 civic year but no recommendations were made in relation to it.</p>	
8	Tourism Management Review Group Report - Update	151 - 164
	<p>To consider an update on progress against the recommendations and agreed actions from the Tourism Management Review Group. Councillor Mary Clarkson, Cabinet Member for Culture, Leisure & Tourism; Matt Peachey, Economic Development Manager; and Iain Nicholson, City Centre Manager, have been invited to attend for this item. The Committee is invited to note and comment on the update.</p>	
9	Reports for approval	165 - 176
	<p>The Committee is asked to approve two reports from the Finance and Performance Panel before they are forward for consideration by Cabinet.</p> <ul style="list-style-type: none"> • Social Value in Procurement • Aareon QL Implementation 	
10	Report back on recommendations	177 - 178
	<p>Cabinet on 21 July considered Scrutiny recommendations in relation to the Electric Vehicle Strategy. After some discussion at Cabinet, the Chair of Scrutiny Committee agreed that, in light of the troubles with the audio and the lack of majority support from Scrutiny members for some recommendations, there would be merit in asking the Committee to confirm its agreement with the report and its recommendations, with a view to resubmission of them to the next meeting of Cabinet.</p>	

11 Dates of future meetings

Scrutiny Committee

- 05 October 2021
- 02 November 2021
- 06 December 2021

All meetings start at 6.00 pm.

Standing Panels

Housing & Homelessness: 02 September, 06 October; 04 November

Finance & Performance: 06 September; 08 December

Companies: 24 November; 13 December (tbc)

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.