

# Agenda

## Scrutiny Committee

### Informal Remote Meeting

This is an informal meeting of the members of the Scrutiny Committee to enable remote attendance. It is not being held as a committee meeting under the provisions of the Local Government Act 1972.

This meeting will be held on:

Date: **Tuesday 18 January 2022**

Time: **6.00 pm**

Place: **Zoom - Remote meeting**

**For further information** please contact:

Alice Courtney, Committee Services Officer, Committee Services Officer

📞 01865 252217

✉ 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](#)

Please contact the Committee Services Officer to register to speak; to discuss recording the meeting; or with any other queries.

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*All public papers are available from the calendar link to this meeting once published*

## **Committee Membership**

Councillors: Membership 12: Quorum 4: Substitutes are permitted.

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 Marie Tidball

Councillor Imogen Thomas

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
<b>1 Apologies for absence</b>	
<b>2 Declarations of interest</b>	
<b>3 Chair's Announcements</b>	
<b>4 Minutes</b>	7 - 16
<p>Minutes from 08 December 2021</p> <p><b>Recommendation:</b> That the minutes of the meeting held on 08 December 2021 be APPROVED as a true and accurate record.</p>	
<b>5 Work Plan and Forward Plan</b>	17 - 30
<p>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.</p> <p>The Committee is recommended to:</p> <ol style="list-style-type: none"><li><b>Confirm</b> its agreement to the current priorities and the work plan both of which are attached.</li></ol>	
<b>6 Climate Emergency Review Group Updates</b>	31 - 64
<p>Scrutiny Committee has requested an update paper on the Council's progress relating to actions arising from the Climate Emergency Review Group. Cllr Tom Hayes, Deputy Leader and Cabinet Member for Zero Carbon Oxford and Green Transport, Mish Tullar, Head of Corporate Strategy and Rose Dickinson, Carbon Reduction Team Manager have been invited to present a report.</p> <p>The Committee is asked to consider the report and agree any</p>	

recommendations it wishes to make to Cabinet arising from it.

## 7 Procurement Update

65 - 104

The Scrutiny Committee has requested an update on the Council's procurement process. Attached is the current Procurement Policy, with a list of planned amendments to go into the new policy. Annette Osborne, Procurement Manager, will be available to introduce those planned amendments, but would value the input of the Committee in identifying other ideas for inclusion also. She is also available to answer questions concerning the Council's procurement.

The Committee is asked to consider the update and **AGREE** any other amendments for inclusion, to be made via recommendations to Cabinet.

## 8 Report back on recommendations and from Scrutiny Panel meetings

105 -  
114

At its meeting on 15 December the Cabinet considered the following reports from Scrutiny and made responses to the recommendations therein:

- Workplace Equalities
- Strategic Grants
- Asset Management Strategy
- Air Quality Action Plan
- Housing and Carbon Reduction
- Tourism Review Group Progress Update

Since Scrutiny's previous meeting, the following Panels have met:

- Housing and Homelessness Panel (Cllr Linda Smith)
- Companies Scrutiny Panel (Cllr Nigel Chapman)

The Committee is asked:

1. To note Cabinet's responses to its recommendations.
2. To note the updates from Panel Chairs.

## **9 Dates of future meetings**

### **Scrutiny Committee**

- 01 February
- 07 March
- 05 April

### **Standing Panels**

Housing & Homelessness: 02 February, 04 April

Finance & Performance: 24 January, 09 March

Companies: 24 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.