

# Agenda

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## Scrutiny Committee

This meeting will be held on:

Date: **Tuesday 6 September 2022**

Time: **6.00 pm**

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

**For further information** please contact:

Lucy Tyrrell, Committee and Member Services Officer,

01865 252784  [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](#)

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 Dr Christopher Smowton  
(Chair)

Councillor Lizzy Diggins (Vice-Chair)

Councillor Mohammed Altaf-Khan

Councillor Lubna Arshad

Councillor Nadine Bely-Summers

Councillor Tiago Corais

Councillor Barbara Coyne

Councillor Chris Jarvis

Councillor Edward Mundy

Councillor Lucy Pegg

Councillor Mike Rowley

Vacancy

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>	9 - 12
Minutes from 2 August 2022	
<b><u>Recommendation:</u></b> That the minutes of the meeting held on 2 August 2022 be APPROVED as a true and accurate record.	
<b>5 Work Plan and Forward Plan</b>	13 - 22
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. <b>Confirm</b> its agreement to the current priorities and the work plan both of which are attached.	
<b>6 Oxford Local Plan 2040 Preferred Options Regulation 18 Consultation Document</b>	23 - 302
The Cabinet will, at its meeting on 14 September 2022, consider a report on the Oxford Local Plan 2040 Preferred Options Regulation 18 Consultation Document. Cllr Alex Hollingsworth, Cabinet Member for Planning and Housing Delivery, Amanda Ford, Team Leader Planning Policy, Sarah Harrison, Senior Planner, and Rachel Williams, Principal Planner, have been invited to present the report and answer questions. The Committee is asked to consider the report and agree any recommendations it wishes to make to Cabinet.	
<b>7 Matters exempt from publication and exclusion of the public</b>	
If the Committee wishes to exclude the press and the public from the meeting during consideration of any aspects of the preceding or following agenda items it will be necessary for the Committee to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 specifying the grounds on which their	

presence could involve the likely disclosure of exempt information as described in specific paragraphs of Part 1 of Schedule 12A of the Act 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 - Exempt Business

Matters exempt in accordance with paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972, which includes:

- Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

### 8 **Lease of Council Office Accommodation at St Aldate's Chambers**

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The Cabinet will, at its meeting on 14 September 2022, consider a report on the Lease of Council Office Accommodation at SAC. Cllr Ed Turner, Cabinet Member for Finance and Asset Management, Cllr Nigel Chapman, Cabinet Member for Citizen Focused Services, and Jane Winfield, Head of Corporate Property, have been invited to present the report and answer questions. The Committee is asked to consider the report and agree any recommendations it wishes to make to Cabinet.

## Part One - Public Business

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

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At its meeting on 10 August 2022, the Cabinet considered the following report from the Scrutiny Committee and made responses to the recommendations:

- Asset Management Strategy 2021-2031

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

- Finance and Performance Panel (05 September 2022)

The Committee is asked to:

1. Note the Cabinet's responses to its recommendations;
2. Note any updates from Panel Chairs.

## 10 Dates of future meetings

### Scrutiny Committee

- 27 September 2022 (extraordinary meeting)
- 11 October 2022
- 07 November 2022
- 05 December 2022
- 16 January 2023
- 01 February 2023
- 06 March 2023
- 04 April 2023

### Standing Panels

Housing & Homelessness: 13 October 2022 (*via Zoom*); 03 November 2022; 02 March 2023; 24 April 2023

Finance & Performance: 07 December 2022; 23 January 2023; 28 March 2023

Companies Scrutiny Panel will meet on the same dates as SJVG: 19 September 2022 (special meeting); 02 November 2022; 08 December 2022; 01 March 2023; 27 April 2023

**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.