

# Agenda

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## Scrutiny Committee

This meeting will be held on:

Date: **Tuesday 4 July 2023**

Time: **6.00 pm**

Place: **Long Room - Oxford Town Hall**

**For further information** please contact:

Lucy Brown, Committee and Member Services Officer,

☎ 01865 252784

✉ 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 Lucy Pegg (Chair)

Councillor Dr Christopher Smowton

Councillor Lizzy Diggins

Councillor Mohammed Altaf-Khan

Councillor Lubna Arshad

Councillor Tiago Corais

Councillor Chris Jarvis

Councillor Edward Mundy

Councillor Mike Rowley (Vice-Chair)

Councillor Dr Sandy Douglas

Councillor Paula Dunne

Councillor Mark Lygo

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 - 14       |
| <p>Minutes from 07 June 2023</p> <p><b>Recommendation:</b> That the minutes of the meeting held on 07 June 2023 be APPROVED as a true and accurate record.</p>  |              |
| <b>5 Work Plan and Forward Plan</b>   | 15 - 22      |
| <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>1. <b>Confirm</b> its agreement to the work plan, or agree any amendments as required.</li></ol>  |              |
| <b>6 Report back on recommendations and from Scrutiny Panel meetings</b>  | 23 - 46      |
| <p>At its meeting on 14 June 2023, Cabinet considered the following reports from Scrutiny and made responses to the recommendations:</p> <ul style="list-style-type: none"><li>- Housing Management System Implementation</li><li>- Tenancy Agreement</li><li>- Recommendations of the Child Poverty Review Group</li></ul> <p>Since the Scrutiny Committee's previous meeting on 07 June 2023, the following Panels have met:</p> <ul style="list-style-type: none"><li>- Companies Scrutiny Panel (Shareholder and Joint Venture Group, 21 June 2023)</li></ul> |              |

- Climate and Environment Panel (27 June 2023)

The Committee is asked to:

1. Note Cabinet's responses to its recommendations.
2. Note any updates from Panel meetings.

## **7 Oxford City Council Safeguarding Report 2022/23 and Safeguarding Policy 2023-26**

47 - 94

Cabinet, at its meeting on 12 July 2023, will consider a report from the Executive Director (Communities and People) on progress made on Oxford City Council's Safeguarding Action Plan for 2022/23 and presenting an updated Safeguarding Policy for 2023-26. Cllr Shaista Aziz, Cabinet Member for Safer Communities, Richard Adams, Community Safety Manager and Laura Jones, Safeguarding Coordinator, have been invited to present the report and answer questions. The Committee is asked to consider the report and agree any recommendations.

## **8 Oxfordshire Inclusive Economy Partnership (OIEP) Charter/Pledge**

95 - 116

Cabinet, at its meeting on 12 July 2023, will consider a report from the Executive Director (Development) seeking Cabinet approval to participate in the Oxfordshire Inclusive Economy Partnership (OIEP) Charter and endorsement of a series of Oxford City Council pledges. Cllr Susan Brown, Cabinet Member for Inclusive Economy and Partnerships, Clayton Lavallin, Economic Development Team Leader and Emma Coles, Oxfordshire Inclusive Economy Partnership Manager, have been invited to present the report and answer questions. The Committee is asked to consider the report and agree any recommendations.

## **9 Citizen Experience Strategy**

117 -  
188

Cabinet, at its meeting on 12 July 2023, will consider a report from the Head of Business Improvement seeking approval for a new Citizen Experience Strategy 2023-25. Cllr Nigel Chapman, Cabinet Member for Citizen Focused Services and Council Companies, Tom Hook, Executive Director (Corporate Resources), Helen Bishop, Head of Business Improvement and Vicki Galvin, Senior Programme Manager for Customer Experience, have been invited to present the report and answer questions. The Committee is asked to consider the report and agree any recommendations.

## 10 Dates of future meetings

### Scrutiny Committee

- 01 August 2023
- 05 September 2023
- 10 October 2023
- 06 November 2023
- 04 December 2023
- 16 January 2024
- 06 February 2024
- 04 March 2024
- 11 April 2024

### Standing Panels

Housing & Homelessness: 05 July 2023; 02 August 2023; 05 October 2023; 02 November 2023; 07 March 2024

Finance & Performance: 06 September 2023; 06 December 2023; 22 January 2024; 26 March 2024

Climate & Environment: 07 September 2023; 22 November 2023; 27 February 2024; 20 March 2024

Companies Scrutiny Panel will meet on the same dates as the Shareholder and Joint Venture Group (SJVG): 27 July 2023; 01 November 2023; 07 December 2023; 27 March 2024; 24 April 2024

**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.