

# Agenda

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## Scrutiny Committee

This meeting will be held on:

Date: **Tuesday 5 September 2023**

Time: **6.00 pm**

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

**For further information** please contact:

Lucy Brown, Committee and Member Services Officer

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

## **Membership**

### **City Councillors**

Councillor Lucy Pegg (Chair)

Councillor Mike Rowley (Vice-Chair)

Councillor Mohammed Altaf-Khan

Councillor Lubna Arshad

Councillor Tiago Corais

Councillor Lizzy Diggins

Councillor Dr Sandy Douglas

Councillor Paula Dunne

Councillor Chris Jarvis

Councillor Mark Lygo

Councillor Edward Mundy

Councillor Dr Christopher Smowton

# Agenda

	<b>Pages</b>
<b>1 Apologies for absence</b> <ul style="list-style-type: none"><li>• Cllr Pegg (<i>substitute Cllr Rawle</i>)</li><li>• Cllr Dunne (<i>substitute Cllr Fry</i>)</li></ul>	
<b>2 Declarations of interest</b>	
<b>3 Chair's Announcements</b>	
<b>4 Minutes</b> <p>Minutes from 04 July 2023</p> <p><b>Recommendation:</b> That the minutes of the meeting held on 04 July 2023 be APPROVED as a true and accurate record.</p>	9 - 16
<b>5 Work Plan and Forward Plan</b> <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 confirm its agreement to the work plan, or agree any amendments as required.</p>	17 - 22
<b>6 Report back on recommendations and from Scrutiny Panel meetings</b> <p>At its meetings on 12 July 2023 and 09 August 2023, Cabinet considered the following reports from Scrutiny and made responses to the recommendations:</p> <ul style="list-style-type: none"><li>• Draft Carbon Reduction and Sustainable Retrofit Guidance for Historic Buildings Technical Advice Note</li><li>• Biodiversity Update</li><li>• Oxford City Council Safeguarding Report 2022/23 and Safeguarding Policy 2023-26</li><li>• Oxfordshire Inclusive Economy Partnership (OIEP) Charter/Pledge</li><li>• Citizen Experience Strategy</li><li>• Future Resettlement Commitments for New Refugee Families</li></ul>	23 - 76

- Tenant Satisfaction (STAR) Survey
- Expansion of the Housing First Programme
- Update on Customer Complaints and Feedback

Since the Scrutiny Committee's previous meeting on 04 July 2023, the following Panels have met:

- Housing and Homelessness Panel (05 July 2023 and 02 August 2023)
- Companies Scrutiny Panel (Shareholder and Joint Venture Group, 27 July 2023)

The Committee is asked to:

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

## **7 Budget Review Group Scope**

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At its first meeting of the municipal year the Scrutiny Committee established a Budget Review Group to examine the Council's budget proposals for 2024/25.

The Committee is recommended to consider and agree the attached scope, or agree any amendments as required.

## **8 Out of Hospital Care Team Provision**

81 - 96

Cabinet, at its meeting on 13 September 2023, will consider a report from the Executive Director (Communities and People) seeking authorisation to continue the Oxfordshire Out of Hospital Care Group through financing secured from the Better Care Fund; and seeking delegated authority to award ongoing contracts (with annual break clauses) for the provision of the service, subject to securing the necessary financing. Cllr Linda Smith, Cabinet Member for Housing, Nerys Parry, Head of Housing Services and Peter Moore, Programme Manager, Out of Hospital Care Team have been invited to present the report and answer questions. The Committee is asked to consider the report and agree any recommendations.

## **9 Delivery of a New Burial Space**

97 - 124

*Appendices 2, 4 and 6 to this item include exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If the Scrutiny Committee wishes to discuss matters relating to the information set out in Appendices 2, 4 and 6 to the report, it will be necessary for the Scrutiny Committee to pass a resolution to exclude the press and public from the meeting (as set out at agenda item 12).*

Cabinet, at its meeting on 13 September 2023, will consider a report from the Executive Director (Development) seeking approval for delivery of a new publicly accessible greenspace and burial meadow on

land owned by the Council off Oxford Road towards Horspath; including approval of the scheme, submission of Planning application to South Oxfordshire District Council, Phase 1 delivery budget and required Property and Legal procedures to deliver the scheme. Cllr Chewe Munkonge, Deputy Leader (Non-Statutory) and Cabinet Member for Leisure and Parks, Ian Brooke, Head of Community Services, Carri Unwin, Regeneration Manager and Emma Gubbins, Corporate Asset Lead have been invited to present the report and answer questions. The Committee is asked to consider the report and agree any recommendations.

## **10 The Leys Pools & Leisure Centre - Youth Hub**

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Cabinet, at its meeting on 13 September 2023, will consider a report from the Head of Community Services seeking approval for a project in partnership with Oxfordshire County Council which seeks to create a youth hub based in the currently under-utilised space at the Leys Pools & Leisure Centre, which would be made possible by utilising external funding from both Capital (building works) and Revenue (youth work). Cllr Chewe Munkonge, Deputy Leader (Non-Statutory) and Cabinet Member for Leisure and Parks, Ian Brooke, Head of Community Services and Hagan Lewisman, Active Communities Manager have been invited to present the report and answer questions. The Committee is asked to consider the report and agree any recommendations.

## **11 Dates of future meetings**

### **Scrutiny Committee**

- 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 October 2023; 05 December 2023; 07 March 2024

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

Climate & Environment: 12 September 2023; 29 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): 01 November 2023; 07 December 2023; 27 March 2024; 24 April 2024

**All meetings start at 6.00 pm.**

## **12 Matters exempt or part exempt from publication and exclusion of the public**

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.

(The Access to Information Procedure Rules – Section 15 of the Council’s Constitution – sets out the conditions under which the public can be excluded from meetings of the Council).

### **12a Delivery of a New Burial Space - exempt appendices**

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## Notes and Information for those attending

### 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.

#### Members Code – Other Registrable Interests

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing\*\* of one of your Other Registerable Interests\*\*\* then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

#### Members Code – Non Registrable Interests

Where a matter arises at a meeting which **directly relates** to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under Other Registrable Interests, then you must declare the interest.

You must not take part in any discussion or vote on the matter and must not remain in the room, if you answer in the affirmative to this test:

“Where a matter affects the financial interest or well-being:

- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;

b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest You may speak on the matter only if members of the public are also allowed to speak at the meeting.”

Otherwise, you may stay in the room, take part in the discussion and vote.

\*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.

\*\* Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person’s quality of life, either positively or negatively, is likely to affect their wellbeing.

\*\*\* Other Registrable Interests: a) any unpaid directorships b) any Body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority c) any Body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.