

# Agenda

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## Scrutiny Committee

This meeting will be held on:

Date: **Monday 4 March 2024**

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](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 Lucy Pegg (Chair)

Councillor Mike Rowley (Vice-Chair)

Councillor Mohammed Altaf-Khan

Councillor Lubna Arshad

Councillor Shaista Aziz

Councillor Tiago Corais

Councillor Lizzy Diggins

Councillor Dr Sandy Douglas

Councillor James Fry

Councillor Chris Jarvis

Councillor Dr Christopher Smowton

Councillor Imogen Thomas

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 06 February 2024.</p> <p><b>Recommendation:</b> That the minutes of the meeting held on 06 February 2024 be APPROVED as a true and accurate record.</p>	
<b>5 Work Plan and Forward Plan</b>	15 - 20
<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>	
<b>6 Report back on recommendations and from Scrutiny Panel meetings</b>	21 - 70
<p>At its meeting on 07 February 2024, Cabinet considered the following reports from Scrutiny and made responses to the recommendations:</p> <ul style="list-style-type: none"><li>• Capital Strategy 2024/25 to 2027/28</li><li>• Treasury Management Strategy 2024/25</li><li>• Report of the Budget Review Group 2024/25</li></ul> <p>Since the Scrutiny Committee's previous meeting on 06 February 2024, the following Panels have met:</p> <ul style="list-style-type: none"><li>• Climate and Environment Panel (27 February 2024)</li></ul>	

The Committee is asked to:

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

**7 Request for Exceptional Circumstances Relief from the Community Infrastructure Levy** 71 - 256

Cabinet, at its meeting on 13 March 2024, will consider a report from the Head of Planning and Regulatory Services seeking authority for the award of Discretionary Exceptional Circumstances Relief (DECR) for the Community Infrastructure Levy (CIL) in respect of a development. Cllr Louise Upton, Cabinet Member for Planning and Healthier Communities, David Butler, Head of Planning and Regulatory Services and Lorraine Freeman, CIL, Data Analysis and Reporting Team Leader, have been invited to present the report and answer questions. The Committee is asked to consider the report and agree any recommendations.

**8 Oxfordshire Food Strategy - City Action Plan** 257 - 288

Cabinet, at its meeting on 13 March 2024, will consider a report from the Executive Director (Communities and People) seeking endorsement of the City Food Action Plan, which forms part of the Oxfordshire Food Strategy endorsed by Cabinet in June 2022. Cllr Louise Upton, Cabinet Member for Planning and Healthier Communities, Hagan Lewisman, Active Communities Manager and Tom Garrod, Zero Carbon Oxford Officer, have been invited to present the report and answer questions. The Committee is asked to consider the report and agree any recommendations.

**9 Voluntary Adoption of the Socio-economic Duty** 289 - 318

Cabinet, at its meeting on 13 March 2024, will consider a report from the Head of Corporate Strategy seeking voluntary adoption of the Socio-economic Duty (under the Equalities Act 2010, but not enacted in England) as part of the Council's policy-making and decision-making processes. Cllr Susan Brown, Leader of the Council, Mish Tullar, Head of Corporate Strategy and Lucy Cherry, Policy and Partnerships Officer, 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**

- 11 April 2024

### **Standing Panels**

Housing & Homelessness: 07 March 2024

Finance & Performance: 26 March 2024

Climate & Environment: 20 March 2024

Companies Scrutiny Panel will meet on the same dates as the Shareholder and Joint Venture Group (SJVG): 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.

#### **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 Registrable 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.