

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 2 July 2024**

Time: **6.00 pm**

Place: **Zoom - Remote meeting**

For further information please contact:

Celeste Reyeslao, Committee and Member Services Officer

☎ 07485 309899

✉ 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

Councillor Katherine Miles (Chair)
Councillor Tiago Corais (Vice-Chair)
Councillor Mohammed Altaf-Khan
Councillor Chris Jarvis
Councillor Dr Amar Latif
Councillor Sajjad Malik
Councillor Edward Mundy
Councillor Simon Ottino
Councillor Asima Qayyum
Councillor Dianne Regisford
Councillor Mike Rowley
Councillor Anne Stares

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
1 Apologies for absence <ul style="list-style-type: none">• <i>Cllr Malik</i>• <i>Cllr Stares</i>	
2 Declarations of interest	
3 Chair's Announcements	
4 Minutes <p>Minutes from 05 June 2024.</p> <p><u>Recommendation:</u> That the minutes of the meeting held on 05 June 2024 be APPROVED as a true and accurate record.</p>	11 - 14
5 Work Plan and Forward Plan <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 current suggestions for the longlist of Scrutiny-commissioned reports for consideration by Scrutiny in 2024/25 are attached, which have been ranked in priority order by the Scrutiny Officer in line with the 'TOPIC' scoring criteria. A copy of the 'TOPIC' scoring criteria is included for reference.</p> <p>The Committee is recommended to:</p> <ol style="list-style-type: none">1. Confirm its agreement to the Work Plan, or agree any amendments as required.2. Agree Scrutiny-commissioned items for consideration during 2024/25, noting that exact scope and timescales may be dependent on resource capacity.3. Request that the Scrutiny Officer engage with relevant Cabinet	15 - 28

Members and officers regarding scheduling Scrutiny-commissioned items into the Work Plan.

6 Report back on recommendations and from Scrutiny Panel meetings

29 - 84

At its meeting on 12 June 2024, Cabinet considered the following reports from Scrutiny and made responses to the recommendations:

- Tree Management Policy 2024-2032
- Framework for the Installation of Renewable Technologies in Council-owned Properties
- Biodiversity Net Gain
- Citywide Retrofit Strategy
- Tree Planting
- Energy Generation/Solar Potential on Council Buildings
- Integrated Performance Report Q3 2023/24
- Housing Ombudsman Complaint Handling Code Self-Assessment
- Implementation of Selective Licensing
- Adult Exploitation

Since the Scrutiny Committee's previous meeting on 05 June 2024, the following Panels have met:

- Climate and Environment Panel (11 June 2024)

The Committee is asked to:

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

7 Citizen Experience Strategy Progress Report

85 - 126

Cabinet, at its meeting on 10 July 2024, will consider a report from the Executive Director (Corporate Resources) providing an update on the delivery of the Citizen Experience (CEX) Strategy. 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.

8 Oxford City Council Corporate Strategy 2024/2028

127 -
198

Cabinet, at its meeting on 10 July 2024, will consider a report from the Head of Corporate Strategy seeking approval for the Corporate Strategy 2024-2028. Cllr Susan Brown, Leader of the Council, Mish Tullar, Head of Corporate Strategy and Clare Keen, 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.

9 Update of Byelaws for Parks and Open Spaces

199 -
284

Council, at its meeting on 15 July 2024, will consider a report from the Executive Director (Development) seeking approval for progressing the submission of the proposed byelaws for parks and open spaces to the Secretary of State for approval following public consultation. Cllr Chewe Munkonge, Cabinet Member for a Healthy Oxford, Tom Bridgman, Executive Director (Development) and Chris Bell, Green and Blue Spaces Development Manager have been invited to present the report and answer questions. The Committee is asked to consider the report and agree any recommendations.

10 Leisure Investment Programme

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Appendix 4 to this item includes 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 Appendix 4 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 10 July 2024, will consider a report from the Executive Director (Communities and People) seeking approval for a programme of improvements at the City Council's leisure facilities. Cllr Chewe Munkonge, Cabinet Member for a Healthy Oxford, Peter Matthew, Executive Director (Communities and People), Nigel Kennedy, Head of Financial 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

- 06 August 2024
- 03 September 2024
- 08 October 2024
- 04 November 2024
- 02 December 2024
- 14 January 2025
- 29 January 2025
- 03 March 2025
- 01 April 2025

Standing Panels

Housing & Homelessness: 03 July 2024; 07 August 2024; 10 October 2024; 07 November 2024; 06 March 2025

Finance & Performance: 18 July 2024; 04 September 2024; 04 December 2022; 15 January 2025; 07 April 2025

Climate & Environment: 10 September 2024; 20 November 2024; 26 February 2025; 27 March 2025

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 Leisure Investment Programme - exempt appendix

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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.