

Agenda

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Scrutiny Committee

This meeting will be held on:

Date: **Tuesday 14 January 2025**

Time: **6.00 pm**

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

For further information please contact:

Celeste Reyeslao, Scrutiny and Governance Advisor

📞 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

Councillors: Membership 12: Quorum 4 substitutes are permitted.

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	
2 Declarations of interest	
3 Chair's Announcements	
4 Minutes	11 - 26
<p>Minutes from the extraordinary meeting on 18 November 2024 and the ordinary meeting on 2 December 2024.</p> <p>Recommendation: That the minutes of the extraordinary meeting on 18 November 2024 and ordinary meeting held on 2 December 2024 be APPROVED as a true and accurate record.</p>	
5 Work Plan	27 - 28
<p>The Work Plan is driven to a very large extent by the Cabinet Forward Plan. 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>	
6 Report back on recommendations and from Scrutiny Panel meetings	29 - 58
<p>At its meeting on 11 December, Cabinet considered the following reports from Scrutiny and made responses to the recommendations:</p> <ul style="list-style-type: none">• Thriving Communities Strategy Update• Authority Monitoring Report and Infrastructure Funding Statement 2023/2024• HRA Asset Management Strategy and 5-Year Investment Programme• Tenancy Engagement and Management• Eco-moorings Update• High-level challenges and constraints impacting on the deliverability of solar opportunities at Council car parks	

Since the Scrutiny Committee's previous meeting on 2 December 2024, the following Panels have met:

- Finance and Performance Panel (4 December 2024)

The Committee is asked to:

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

7 Governance changes to address the increase in Urgent Key Decisions

59 - 64

The Scrutiny Committee has received a report from the Head of Law and Governance (Monitoring Officer) to update the Committee on the progress and plans to address the increase in Urgent Key Decisions in 2024, and to improve and strengthen governance of the Council.

Emma Jackman, Head of Law and Governance (Monitoring Officer), and Jonathan Malton, Committee and Member Services Manager have been invited to present the report and answer questions.

The Committee is asked to note the report and agree any recommendations.

8 Council of Sanctuary Framework

65 - 108

Cabinet, at its meeting on 22 January 2025, will consider a report from the Executive Director (Corporate Resources) seeking approval and adoption of the draft Council of Sanctuary framework document.

Cllr Linda Smith, Cabinet Member for Housing and Communities, Tom Hook, Executive Director (Corporate Resources), Nerys Parry, Head of Housing Service, Richard Wood, Housing Strategy and Needs Manager, and Stephen Cohen, Refugee and Resettlement Manager have been invited to present the report and answer questions.

The Committee is asked to consider the report and agree any recommendations.

9 HRA Rent Setting Report 2025/2026

109 -
120

Cabinet, at its meeting on 22 January 2025, will consider a report from the Head of Financial Services presenting the outcome of Oxford City Council's annual rent review and associated rent setting proposal for 2025/26 in respect of all council dwellings within the Housing Revenue

Account, including the setting of associated services and facilities charges.

Cllr Ed Turner, Deputy Leader (Statutory) and Cabinet Member for Finance and Asset Management, Cllr Linda Smith, Cabinet Member for Housing and Communities, Nigel Kennedy, Head of Financial Services, Nerys Parry, Head of Housing Services and Jason Jones, Finance Business Partner (HRA) have been invited to present the report and answer questions.

The Committee is asked to consider the report and agree any recommendations.

10 Withdrawal of Oxford Local Plan 2040 and approval of Local Development Scheme 2025-2030

121 -
140

Cabinet, at its meeting on 22 January, will consider a report to approve the withdrawal of the Oxford Local Plan 2040 from Examination and to approve the Local Development Scheme 2025-2030, which sets out the work programme for the revised Oxford Local Plan 2042.

Cllr Louise Upton, Cabinet Member for Planning, David Butler, Head of Planning and Regulatory Services, Rachel Williams, Planning Policy and Place Manager, and Sarah Harrison, Planning Policy Team Leader have been invited to present the report and answer questions.

The Committee is asked to consider the report and agree any recommendations.

11 Flood Management [presentation]

141 -
148

The Scrutiny Committee has commissioned a report to consider the Council's current flood management including an overview of responsibilities and responses.

Cllr Susan Brown, Lead member for Emergency Planning, Cllr Nigel Chapman, Lead member for Flood Relief, Richard Adams, Community Safety Service Manager, James Barlow, Principal Flood Mitigation and Environmental Quality Team Leader, Kamil Lipowski, Emergency Planning Officer and Andy Brett, Senior Resilience Officer (Oxfordshire County Council) have been invited to present the report and answer questions.

The Committee is asked to consider the report and agree any recommendations.

12 Dates of future meetings

Scrutiny Committee

- 03 March 2025
- 01 April 2025

Standing Panels

Housing & Homelessness: 06 March 2025

Finance & Performance: ~~15 January 2025~~ 21 January 2025; 07 April 2025

Climate & Environment: 26 February 2025; 27 March 2025

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.