

# Agenda

## Scrutiny Committee

This meeting will be held on:

Date: **Tuesday 1 July 2025**

Time: **6.00 pm**

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

**For further information** please contact:

Celeste Reyeslao, Scrutiny and Governance Advisor

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**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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[mycouncil.oxford.gov.uk](https://mycouncil.oxford.gov.uk).*

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## Committee Membership

Councillors: Membership 12: Quorum 4 substitutes are permitted.

Councillor Alex Powell (Chair)

Councillor Mike Rowley (Vice-Chair)

Councillor Mohammed Altaf-Khan

Councillor Mohammed Azad

Councillor Tiago Corais

Councillor Chris Jarvis

Councillor Dr Amar Latif

Councillor Katherine Miles

Councillor Edward Mundy

Councillor Simon Ottino

Councillor Asima Qayyum

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	<b>Apologies for absence</b>	
2	<b>Declarations of interest</b>	
3	<b>Chair's Announcements</b>	
4	<b>Minutes</b>	9 - 24
	The Committee is asked to approve the minutes of the meeting held on 10 June 2025 as a true and accurate record.	
5	<b>Work Plan and Forward Plan</b>	25 - 28
	<p>The Work Plan is driven to a very large extent by the <a href="#">Cabinet Forward Plan</a>. The Scrutiny Committee agrees its priorities for items appearing on the Forward Plan, which then form part of its Work Plan.</p> <p>Attached is a longlist of suggested Scrutiny-commissioned reports for consideration in 2025/26. They have been scored against the 'TOPIC' criteria by the Scrutiny and Governance Advisor, the Chair and Vice-Chair to reflect the Committee's priorities.</p> <p>The Committee is recommended to:</p> <ol style="list-style-type: none"> <li>1. Confirm its agreement to the Work Plan, or agree any amendments as required.</li> <li>2. Agree the Scrutiny-commissioned items for consideration during 2025/26, noting that exact scope and timescales may be dependent on resource capacity.</li> <li>3. Request that the Scrutiny and Governance Advisor liaise with relevant Cabinet Members and officers to schedule Scrutiny-commissioned items into the Work Plan.</li> </ol>	
6	<b>Report back on recommendations and from Scrutiny Working Group meetings</b>	29 - 36
	<p>At its meeting on 18 June 2025, Cabinet considered the following reports from Scrutiny and made responses to the recommendations:</p> <ul style="list-style-type: none"> <li>• Leisure Investment Programme Update and More Leisure Service Annual Plan</li> <li>• Oxford Local Plan 2042 Regulation 18 Consultation Document</li> </ul>	

- Annual Complaint Performance & Service Improvement Report

Since the Scrutiny Committee's previous meeting, the following Working Groups have met:

- Housing and Homelessness Working Group (24 June 2025)

The Committee is asked to:

1. **Note** Cabinet's responses to its recommendations.
2. **Endorse** any recommendations from Working Group meetings.

*Recommendations from Working Groups held after the publication of this agenda will be included in a late supplement.*

## 7 Tourism

37 - 48

Scrutiny Committee has commissioned a report to consider an update on tourism work across the city.

Councillor Alex Hollingsworth, Cabinet Member for Planning and Culture, Clive Tritton, Interim Director of Economy, Regeneration and Sustainability, and Diana Fawcett, City Centre Manager have been invited to present the report and answer questions.

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

## 8 Domestic Abuse Policy for Service Users

49 - 80

Cabinet, at its meeting on 9 July 2025, will consider a report to approve the Domestic Abuse Policy for Service Users.

Councillor Lubna Arshad, Cabinet Member for Safer Communities, Richard Adams, Community Safety Service Manager, Liz Jones, ASBIT Manager and Domestic Abuse Lead and Dawn Thompson, DAHA Project Worker 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

81 - 126

Cabinet, at its meeting on 9 July 2025, will consider a report reviewing the Citizen Experience Strategy 2025-27 and approve the updated action plan.

Councillor Nigel Chapman, Cabinet Member for Citizen Focused

Services and Council Companies, Helen Bishop, Director of Communities and Citizens' Services, and Vicki Galvin, Citizen Experience Programme Manager 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**

- 5 August 2025
- 9 September 2025
- 14 October 2025
- 11 November 2025
- 2 December 2025
- 13 January 2026
- 3 February 2026
- 10 March 2026
- 7 April 2026

**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.