

Scrutiny recommendation tracker 2017/18 – October 2017

Total recommendations (year to date):	31	
Agreed	26	84%
Agreed in part	4	13%
Not agreed	1	3%

16 OCTOBER 2017 CITY EXECUTIVE BOARD

Financial Inclusion Strategy 2017-2020

Recommendation	Agree?	Comment
That further funding is identified for emergency support if £50k is found to be insufficient to cover the essential living costs of people migrating to Universal Credit.	Y	I am happy to note the request for priority to be given to this if required.

Recycling (Board Member for Climate Change and Cleaner Greener Oxford)

Recommendation	Agree?	Comment
<p>Recommendation – That, alongside the previous recommendation about making every effort to continue to fund recycling incentive campaigns beyond October 2018, the work of the Recycling Team is broadened to build on the Team's already impressive performance. This could include:</p> <ul style="list-style-type: none"> a) Expanding school visits to try to reach every school in the city; b) Co-ordinating volunteer recycling champions in schools and communities; c) Running an incentive scheme for students based on competition between campuses; d) Creating awareness videos, e.g. showing what happens to different materials once they have been recycled; e) Facilitating more trips to waste disposal facilities for members of the public, which are so popular they are booked up until April 2018; f) Proactive engagement with landlords, both directly and through the forum; 	Yes	<ul style="list-style-type: none"> a. We have a programme of contacting schools to increase our visits. Any links/contacts would be gladly received. We've also had 2 more recycling games made (from local social enterprise, RAW Workshop) b. This is something we will explore c. This is something we will explore d. This is something we'd like to do – watch this space! e. We currently offer almost monthly tours, which are fully booked until April next year! We will continue to offer these trips and signpost groups and schools to Ardley ERF (which offers free tours to anyone in Oxon) f. We're presenting at the Landlord Information Exchange on Thursday 19th October and offer free recycling education to anyone in Oxford g. This is something we will explore. Officers will investigate the feasibility and consider a financial appraisal of extending the proposed moving out campaign

<p>g) Trialling a 'moving out campaign' where the Council offers to collect waste at the end of students' tenancy for a one off fee, with a view to potentially rolling this scheme out to other residents, subject to capacity and demand;</p> <p>h) Improving the visual appearance of public bins, e.g., by using different colour schemes for recycling and other waste or installing recycling bins with holes the shape of drink cans, as is done in other countries, etc.;</p> <p>i) Considering how to communicate the issue of litter in the city centre to the public in a way that is sensitive to the fact that Oxford is a major tourist destination.</p> <p>j) Simplifying the message of what is and what is not recyclable, using images where possible.</p> <p>k) Reviewing good practices from other local authorities, especially well performing Welsh authorities.</p> <p>l) Considering the case for making the temporary British Heart Foundation bins installed around the city a permanent feature.</p>		<p>h. This is something we will explore and will be done in conjunction with Streetscene and Clean Green campaigns</p> <p>i. Agreed we should continue to offer bins in the city centre.</p> <p>k. We're always keen to learn best practice from others. Some of the team will be attending the LARAC Conference next month, which will provide an opportunity to learn from other council recycling teams</p> <p>l. BHF banks are well used. Where practicable and suitable we would support permanent siting of BHF banks.</p>
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Disabled impacts in planning (Board Member for Planning & Regulatory Services)

Recommendation	Agree?	Comment
1. That the Council consults with disabled users and organisations in the context of the emerging Local Plan.	Yes	The Council already has a number of organisations and community groups who are consultees for planning policy changes such as the Local Plan. Officers recently met with Unlimited Oxfordshire to discuss a range of issues including the Local Plan and are happy to increase consultation with disabled users and organisations.
2. That the Council contacts the Department for Communities and Local Government asking them to: a) Review the application and impacts of part M of the Building Regulations and whether these regulations and optional standards go far enough in light of the latest demographic data; b) Promulgate good practice in terms of disabled access and inclusivity to local authorities.	Yes	
3. That the Council makes representations to landlords, estate agents and developers about the importance of creating an inclusive housing market.	Yes	This requires a broad approach across the Council, as these organisations are often dealt with by different departments and under different strategies. Officers will consider how best to have

		a single statement of best practice, charter or similar that can be used with these different groups.
4. That as part of the Local Plan review the Council reviews whether planning policy HP2 requires that a sufficiently high proportion of new dwellings are either fully wheelchair accessible or easily adapted for full wheelchair use, in order to meet future housing needs in the city, or whether the 5% threshold should be raised.	Yes	This is best considered as an additional submission to the Preferred Options consultation, and will be considered alongside all other responses.
5. That where possible, the Council monitors compliance with planning policy HP2 (or any equivalent policy that replaces it following the Local Plan review).	Yes	Where the Building Control Service are the inspecting authority they will ensure that new buildings comply with Part M of the Building Regulations, including where planning conditions have been imposed to comply with relevant planning policies relating to accessibility and adaptability.
6. That the Council encourages higher standards of disabled access and inclusivity through HMO licencing. This could include capturing data from inspections and making recommendations to landlords on good practice.	Yes	<p>The nature of a licence and the process of licensing is that the conditions for that licence only ensure compliance with housing legislation. It is not therefore possible to require something that cannot be used as a condition of the licence. This means that the statement of best practice – as described in answer to Q3 above – would be advisory only.</p> <p>However the regular contact between officers and HMO landlords and the educational work through Landlords Forums offers an opportunity to help promote best practice. The proposed new enhanced inspection scheme for the broader private rented sector (PRS) offers a similar opportunity in the rest of the PRS.</p>
7. That the Council continues to look at good practice from other local authorities to inform further improvements to planning and regulatory services, including with regards to disabled access and inclusivity.	Yes	The aim of the Planning, Sustainable Development and Regulatory Service is to be Best in Class and so benchmarking, innovation and seeking out best practice is carried out on a regular basis. This might also be done as part of a process of regularly reviewing the statement of best practice.

Oxford Design Review Panel (Board Member for Planning & Regulatory Services)

Recommendation	Agree?	Comment
1. That the ODRP has (or has access to) on-going heritage expertise where schemes are in conservation areas or adjacent to or affect listed buildings in order to better understand the local	Yes	The Council and CABE will be reviewing this over the next twelve months, looking at options and consequences.

heritage context of development schemes, and that consideration is given as to how this can best be achieved.		
2. That consistency of the ODRP's membership is guaranteed as far as possible for repeat reviews.	In part	Agreed, but with the proviso that this is not wholly in the control of the Council as it depends on third parties and their availability.
3. That proposals for a review of the effectiveness of the ODRP should be drawn up that includes a social impact element.	Yes	The next 12 months will be used to review the effectiveness and operation of the ODRP across a range of criteria
4. That elected members are alerted to the fact that they may submit suggestions for review by the ODRP.	Yes	A guidance note will be sent to all members setting out the principles for design review and which type, scale and nature of schemes would normally go through a design review process; it will also make clear the independent position of the ODRP, and the relationship between the Panel, the Council and the developer/applicant.
5. That a mechanism is established to alert Councillors to pre-application proposals in their Wards, recognising that pre-application discussions are normally confidential and that this notification may only happen with the prior-agreement of the scheme developer/promoter.	In Part	Pre-application proposals are confidential, and can only be made public with the prior agreement of the applicant. Officers will also need to consider how such proposals – which would sit outside the normal automated planning application notification workflow – could be notified to members without the need for a cumbersome or manual workaround. Any system that relied on individual officers having to notify members manually would be at risk of human error, and would likely be unsatisfactory.
6. That the advisory status of the ODRP and its advice is made clear to planning committees, elected members and the public.	Yes	This would be covered by the same guidance note referred to above, which would be made publicly available.

19 SEPTEMBER 2017 CITY EXECUTIVE BOARD

Grant monitoring (Board Member for Culture & Communities)

Recommendation	Agreed?	Comment
1. That the wording of future reports is be more nuanced to reflect the fact that monitoring relies to a significant extent on self-assessment, and perhaps comes with a 'health warning', notwithstanding the evidently positive overall picture.	Agreed	
2. That consideration is given to including more qualitative data in future monitoring reports, a subset of which could be some form of equalities impact assessment.	Agreed	Case studies have always been included in this report, this year's are in appendix 2. There has been an Equalities Impact Assessment undertaken as part of the grant review report.

3. That future monitoring reports include data on the 'spend per beneficiary' of individual grant awards.	Agreed	We can do this but must be read in conjunction with qualitative data as it is an unreliable measure of how effectively a funded project has performed or achieved.
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Brexit (Leader of the Council)

Recommendation	Agreed?	Comment
1. That the Council supports the Local Government Association in calling on the Government to grant local councils the £8.4bn they are due from the Structural Investment Fund between 2014 and 2020.	Y	Agreed. The Oxfordshire LEP, through which Structural Funds are now channelled, has already made the case for the current round to be guaranteed and the Chancellor has given that assurance in relation to the ESIF funds that are due to Oxfordshire.
2. That the Council informs all staff who have been identified as possible non-UK EU citizens and who have not already taken up the Council's offer to reimburse the cost of applying for a UK Registration Certificate or Permanent Residence Card that the Council remains happy to reimburse these costs.	Y	Agreed. This has been done and will be reiterated over the coming year as necessary.
3. That further consideration is given, in the light of Brexit, to the case for having a powerful advocacy role for the Oxford economy at national and international levels and how this could be achieved in the absence of a directly elected mayor for Oxfordshire.	Y	Agreed. The case for Oxfordshire is being made currently by the Growth Board to the National Infrastructure Commission, and to DCLG/BEIS. The Science Innovation Audit and the responses to BEIS on the Industrial Strategy have made similar cases. Our city MPs, Anneliese Dodds and Layla Moran, are strong advocates for the local economy and its vulnerability to the Tory Government's Hard Brexit policies. I think we can be confident that the absence of an elected Mayor will not be a significant weakness in pressing our point of view.

Draft Housing and Homelessness Strategy (Board Member for Housing)

Recommendation	Agreed?	Comment
That leaflets promoting the consultation are provided to elected members and that paper copies of the survey are also made available to members.	Yes	Publicity leaflets and copies of the survey questionnaire will be provided to Members as requested.
That consideration is given to how the Council engages with rough sleepers and service users on the strategy and other issues that affect them, including the option of forming a 'service user group'.	Yes	Consideration will be given to how the Council can further engage rough sleepers and service users to consult them on the strategy. The planned consultation activities include public drop-in sessions and stakeholder workshops, both of which provide an opportunity for service users' opinions to be presented.

		Existing networks with service users and support providers can help to promote the strategy consultation. Any formal 'service user group' will require the ongoing support of voluntary and community sector organisations.
That as part of Empty Homes Week the Council promotes the issue of empty homes and its online reporting tool.	Yes	The Council will be promoting the issue of empty homes and its online reporting tool as part of the National Empty Homes Week which will run from 16 October to 22 October 2017.
That the final documentation should include: a) Some explanation in the evidence base as to why 13 Council-owned dwellings were long-term empty as of 1 April 2017. b) Some recognition that combining the three strategies and holding one consultation saved officer time and some costs. c) Some mention of learning points from the previous strategies as well as successes.	Yes	Amendments to the final strategy will include these points.

18 JULY 2017 CITY EXECUTIVE BOARD

Local Authority Trading Company – Progress report (Leader of the Council)

Recommendation	Agree?	Comment
That the Council ensures that the very positive potential benefits the trading companies can generate for the Council and the wider community are communicated effectively to the public, elected members and other Council employees, as well as to Direct Services staff, through a robust communications plan.	Yes	

Council Tax Reduction Scheme (Board Member for Customer and Corporate Services)

Recommendation	Agree?	Comment
1. That the Council consults on option 1 and perhaps makes it clear that this is a 'preferred option', giving reasons.	Yes	Option 1 will allow the Council to make efficiency savings as Universal Credit is more widely rolled out. It also provides greater flexibility to amend the support provided in the future.
2. That the Council consults on options 2-7 & 9 as options that could form part of a package of measures to simplify the administration of the scheme and/or reduce costs.	Partly	The paper shows the full range of options that were available to the council to consult upon. However, I would propose that when it comes to the consultation, we consult on options 1, 3, 5, 6, 7

		and 9 and do not include options 2, 4, 8 and 10-12. For instance, option 2 could discriminate against people with larger families, who may already be affected by other benefit changes such as the Benefit Cap.
3. That the Council does not consult on Option 8.	Yes	As with option 2, option 8 discriminates against larger families.
4. That the Council consults on Option 10, 11 and 12 making it clear that these are not the Council's preferred options, giving reasons.	Not agreed	My preference would be to not include these in the consultation as these are not options that I would support.

15 JUNE 2017 CITY EXECUTIVE BOARD

Local Plan Preferred Options (Board Member for Planning & Regulatory Services)

Recommendation	Agree?	Comment
That consideration is given to the possibility and desirability of using planning policy to protect and control shopping frontages in smaller shopping areas that are not classified as local centres.	In part	<p>Local centres are considered in the Local Plan Preferred Options document as part of the hierarchy of centres for town centres uses. Town centres are where town centre uses should be directed. The definition of Town centres in the NPPF explicitly excludes neighbourhood centres.</p> <p>An option to include a lower tier of centres (below Local Centres) has not been put forward in the Plan, as this is not therefore considered to be compliant with the NPPF which sets out that small parades of shops are not classed as 'centres'. The proposed Local Centres are listed in the Options document, and if consultees consider further areas should to be identified as centres, they can be put forward during the consultation, and if it's considered that they do meet the NPPF definition then they can be included in the draft plan.</p>

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