

## Cabinet responses to Scrutiny Committee Recommendations

Cabinet response to recommendations of the Scrutiny Committee made on 02/03/2021 concerning the Council Business Plan 2021-22 and Business Plan 2020-21 update report

Response provided by Leader of the Council and Cabinet Member for Economic Development and Partnerships, Susan Brown

<i>Recommendation</i>	<i>Agree?</i>	<i>Comment</i>
1) <i>That the Council aligns the Business Plan with those recommendations from Climate Emergency Review Group that it supports (once approved by Cabinet).</i>	Yes	Agreed that will need a final review before publication around these issues.
2) <i>That the Council includes a glossary of terms and acronyms used in the Business Plan, to include Social Value, OLW, OxLEP, MEEES, Net Zero, ZEZ, Energy Super Hub, and Transport and Productivity Prospectus</i>	Yes	Will add.
3) <i>That the Council reviews alignment of the actions relating to priority 4 on page 53 with the current Local Plan 2036 policies.</i>		They are already aligned.
4) <i>That the Council includes reference to the circular economy as part of a transformational agenda for waste and resource management.</i>	Yes	We will add a reference.

**Cabinet response to recommendations of the Scrutiny Committee made on 12/01/2021 concerning the Scrutiny-Commissioned Citizen Engagement report**

**Response provided by Leader of the Council and Cabinet Member for Economic Development and Partnerships, Susan Brown**

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<i>Recommendation</i>	<i>Agree?</i>	<i>Comment</i>
<p><b>1) That the Council investigates opportunities for co-production with key stakeholders, particularly local residents.</b></p>	<p>Yes</p>	<p>The Business Plan 2021-22 already includes a number of actions to boost co-production including:</p> <ul style="list-style-type: none"> <li>• Launch a Thriving Community Strategy with the principles of community engagement, involvement and participation. This will take a place-based approach that maximises opportunities for greater collaboration with key stakeholders and community groups to deliver outcomes that matter to the Council and local people.</li> <li>• Develop a more integrated frontline locality-based service delivery offer involving 6 locality hub teams that brings together housing, community services, tenancy management support, etc. to provide a framework for greater colocation with partners and an emphasis on community led co-productive social action – where residents are involved in decision making on matters that affect them directly</li> <li>• Develop the partnership with landlords and agents, taking a co-production approach to improve the quality and management of the Private Rented Sector (PRS).</li> <li>• Complete and implement the Zero Carbon Communities Strategy, with community engagement</li> </ul>

		<p>activity, using a co-production approach, to support residents and local groups taking action to achieve climate change targets; and raise wider public awareness of local action being taken.</p> <ul style="list-style-type: none"> <li>• Engage Council tenants to maximise their involvement in decisions on retrofitting that affect their homes.</li> </ul>
<b>2) That the Council runs a pilot project to establish and assess the practicalities of engaging citizens in participatory budgeting.</b>	In part	The Business Plan 2021-22 includes an action to develop a micro-grant programme for local community groups to access and deliver against local priorities, as part of the strategic grants review.
<b>3) That the Council monitors the response rates for suitable non-statutory consultations against indices of multiple deprivation, and protected characteristics within the Equality Act.</b>	In part	<p>As part of the current public consultation process we collect data around some of the protected characteristics. These typically include data around, age, ethnicity, gender, disability and postcode. However, for the Residents Panel we have much more detailed information about an individual as they have volunteered to be a member and agree to complete a recruitment questionnaire which also covers additional questions such as employment status and housing tenure.</p> <p>There is a balance that we need to strike between having enough data about a participant and not asking so much that it puts a potential participant off taking part. We need to be mindful of the fact that while some are happy to volunteer information about themselves, others are much more comfortable sharing a smaller amount of data. Also these questions are entirely voluntary so what we receive depends on how much a participant is willing to share.</p>

		<p>We have a new online portal launching in March in which we will have a standard set of equalities questions to be included in each online survey to ensure consistency in the data we are collecting.</p> <p>Carrying out analysis of the postcodes would also provide us with much richer information about which areas of the city responses are coming from and where they might be lacking. This can be achieved through mapping software that can be used alongside the consultation portal and together they can help us pinpoint where responses are coming from.</p>
<p><b>4) That the Council, when conditions permit, has a regular physical presence, particularly at Templars Square shopping centre, but also at its community centres, and that it offers multiple channels, covering analogue and digital, to enable responses to be made.</b></p>	<p>In part</p>	<p>As per the revision of the business plan for 21/22 – two key priority actions are planned that directly respond to recommendation 4, that will support residents to engage and consult digitally and physically too:</p> <p>Inclusive Economy:</p> <p>a) Deliver the Customer Experience Strategy year 2 actions, including improving access and inclusion for our customers, <b><u>streamlining processes and maximising automation where possible with a particular focus on supporting and enabling people that do not have access to digital technologies to become more confident and connected.</u></b></p> <p>Thriving Communities:</p> <p>b) Develop a more integrated <b><u>frontline locality-based service delivery offer involving 6 locality hub</u></b></p>

		<p><b>teams</b> that brings together housing, community services, tenancy management support, etc. to provide a framework for greater colocation with partners and an emphasis on:</p> <p>Community led co-productive social action – <b><u>where residents are involved in decision making on matters that affect them directly.</u></b></p> <p>Moreover, it is an implicit function that the Locality hub teams will facilitate consultation on key policy development areas – through local networks and facilitation techniques.</p>
<p><b>5) That the Council includes phone contact details with ward member and/or relevant officer details for those who require support with responding to consultations.</b></p>	Yes	<p>With the agreement of ward members this information can be included alongside each consultation. On the consultation portal this can be included alongside other information about the consultation such as start and end dates, descriptions etc. For paper surveys this could also be easily included provided ward members are in agreement. For officers, again this information can be included with their agreement and the assurance that they would only be contactable during office hours.</p>
<p><b>6) That the Council holds regular meetings with private tenant unions.</b></p>	Yes	<p>The Business Plan 2021-22 includes an action to develop relationships with tenants groups to help enable tenants to be empowered in their relationships with landlords and agents.</p>

<p><b>7) That the Council, when periods of significant public debate arise (including on areas not the direct responsibility of the Council), considers facilitating a public discussion over them similar to the recently-held Town Hall meeting.</b></p>	<p>Yes</p>	<p>It is clear we would want to utilise this engagement format in the future on an ad hoc basis and as appropriate.</p> <p>We would also like to resume running focus groups in person with residents when we are able to as this provides us with a detailed insight into their views.</p>
<p><b>8) That the Council creates frameworks and guidelines around how and when the Council will engage with and use its elected members when undertaking consultations.</b></p>	<p>Yes</p>	<p>Officers will look at the opportunity to include a Community Engagement Framework as part of the revised Community Engagement Policy Statement. All members should be alerted to the fact a consultation in their ward is taking place and should be encouraged to get involved to help collect information, particularly if a potential resident finds it difficult to contribute due to factors such as language barriers or IT concerns.</p>
<p><b>9) That the Council is flexible in its approach to consultation periods in non-statutory consultations and is willing and able to allow feedback made outside the official consultation to be meaningfully considered.</b></p>	<p>In part</p>	<p>Consultations must have open and close dates as we usually need to collect the data in order to feed it into a strategy's development or a project timeline and leaving it open will not allow us do that. However we can include a note that states after the closing date people can give us their views with the caveat that they may be too late to be included in the official consultations findings/report. However they can be considered for any future work related to this consultation.</p>

**Cabinet response to recommendations of the Scrutiny Committee made on 02/02/2021 concerning the Zero Carbon Council report**

**Response provided by Deputy Leader of the Council and Cabinet Member for Green Transport and Zero Carbon Oxford, Tom Hayes**

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<i>Recommendation</i>	<i>Agree?</i>	<i>Comment</i>
<b>1) That the Council develops the Carbon Management Plan to align with established 'net zero' measurement, reporting and target-setting standards and guidance (e.g. PAS 2060, Carbon Neutral Protocol, GHG Protocol Organisational and Scope 3 Standards, Science-based Target Initiative) to ensure that terminology is used correctly.</b>	Not agreed	The basis for measurement in this plan is the same as on each previous occasion ie using the reporting required by central government in the form of the Green House Gas Report. The report gives a comprehensive view of the council's performance in the areas targeted in the plan. Maintaining the same measure also enables, like for like comparison across previous plan periods.
<b>2) That the Council subjects the resulting report and the 'net zero' claim to independent audit</b>	Not agreed	The Green House Gas report is already subject to scrutiny and validation by The Department for Business, Energy and Industrial Strategy. An additional audit would be an unnecessary burden in time and cost.
<b>3) That the Council undertakes a carbon cost-benefit analysis to guide decision-making and to ensure that the quickest and most cost effective carbon reduction measures are pursued first.</b>	Not agreed	This is already undertaken as part of the Salix assessments and floors and benchmarks are being built into the revised Asset Management Plan.
<b>4) That the Council integrates its own strategy into that of the wider City recognising that though its policies, partnership working and influence the Council can impact more than 1% of the City's emissions.</b>	Not agreed	This is already in hand

<b>5) That the Council introduces environmental impact assessments into its standard Cabinet report template, with a particular focus on how the actions being proposed will help the Council move towards being zero carbon.</b>	Not agreed	This issue was debated at the previous meeting of the Cabinet. An officer report on the means and resource implications of doing this in a meaningful way is in draft form.
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