



## ***Notice of a Meeting***

### **Performance Scrutiny Committee Thursday, 22 September 2016 at 10.00 am County Hall**

#### **Membership**

Chairman Councillor Liz Brighthouse OBE  
Deputy Chairman - Councillor Steve Harrod

<i>Councillors:</i>	Sam Coates	Mark Gray	Stewart Lilly
	Yvonne Constance OBE	Patrick Greene	Charles Mathew
	Janet Godden	Jenny Hannaby	John Sanders

**Notes:**                    ***Date of next meeting: 27 October 2016***

#### **What does this Committee review or scrutinise?**

- The performance of the Council and to provide a focused review of:
  - Corporate performance and directorate performance and financial reporting
  - Budget scrutiny
- the performance of the Council by means of effective key performance indicators, review of key action plans and obligations and through direct access to service managers, Cabinet Members and partners;
- through call-in, the reconsideration of decisions made but not yet implemented by or on behalf of the Cabinet;
- queries or issues of concern that may occur over decisions being taken in relation to adult social care;
- the Council's scrutiny responsibilities under the Crime and Justice Act 2006.

#### **How can I have my say?**

We welcome the views of the community on any issues in relation to the responsibilities of this Committee. Members of the public may ask to speak on any item on the agenda or may suggest matters which they would like the Committee to look at. **Requests to speak must be submitted to the Committee Officer below no later than 9 am on the working day before the date of the meeting.**

#### **For more information about this Committee please contact:**

Chairman	-	Councillor Liz Brighthouse E.Mail: <a href="mailto:liz.brighthouse@oxfordshire.gov.uk">liz.brighthouse@oxfordshire.gov.uk</a>
Policy & Performance Officer	-	John Courouble, Research & Intelligence Manager Tel: (01865) 896163 Email: <a href="mailto:john.courouble@oxfordshire.gov.uk">john.courouble@oxfordshire.gov.uk</a>
Committee Officer	-	<i>Colm Ó Caomhánaigh, Tel 07393 001096</i> <i><a href="mailto:colm.ocaomhanaigh@oxfordshire.gov.uk">colm.ocaomhanaigh@oxfordshire.gov.uk</a></i>

Peter G. Clark  
County Director

September 2016



## About the County Council

The Oxfordshire County Council is made up of 63 councillors who are democratically elected every four years. The Council provides a range of services to Oxfordshire's 630,000 residents. These include:

schools	social & health care	libraries and museums
the fire service	roads	trading standards
land use	transport planning	waste management

Each year the Council manages £0.9 billion of public money in providing these services. Most decisions are taken by a Cabinet of 9 Councillors, which makes decisions about service priorities and spending. Some decisions will now be delegated to individual members of the Cabinet.

## About Scrutiny

Scrutiny is about:

- Providing a challenge to the Cabinet
- Examining how well the Cabinet and the Authority are performing
- Influencing the Cabinet on decisions that affect local people
- Helping the Cabinet to develop Council policies
- Representing the community in Council decision making
- Promoting joined up working across the authority's work and with partners

Scrutiny is NOT about:

- Making day to day service decisions
- Investigating individual complaints.

## What does this Committee do?

The Committee meets up to 6 times a year or more. It develops a work programme, which lists the issues it plans to investigate. These investigations can include whole committee investigations undertaken during the meeting, or reviews by a panel of members doing research and talking to lots of people outside of the meeting. Once an investigation is completed the Committee provides its advice to the Cabinet, the full Council or other scrutiny committees. Meetings are open to the public and all reports are available to the public unless exempt or confidential, when the items would be considered in closed session.

**If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, giving as much notice as possible before the meeting**

**A hearing loop is available at County Hall.**

# AGENDA

1. **Apologies for Absence and Temporary Appointments**
2. **Declarations of Interest - Guidance note on back page of the agenda**
3. **Minutes**

To approve the minutes of the meeting held on 13 September 2016 (**PSC3**) and to receive information arising from them.

4. **Petitions and Public Address**
5. **Q1 Corporate Performance (Pages 1 - 16)**

10.10

This paper provides details of performance for quarter one 2016-17 for Performance Scrutiny Committee to consider before making comments to Council. The report is required so that the Cabinet can monitor the performance of the Council in key service areas and be assured that progress is being made to improve areas where performance is below the expected level.

**The Committee is RECOMMENDED to note and discuss the performance reported in the dashboards and to make any comments necessary for escalation to Cabinet before 18 October.**

6. **Oxfordshire Safeguarding Adults Board Annual Report (Pages 17 - 48)**

10.50

This paper provides a report on the business of the Oxfordshire Safeguarding Adults Board (OSAB) for the year 2015-16. Publication of an annual report is a standing commitment of the Board.

**The Committee is RECOMMENDED to note the annual report and provide any comments.**

7. **Safeguarding Children: Three Annual Reports (Pages 49 - 134)**

11.20

Hannah Farncombe (Deputy Director, Safeguarding, Children, Education and Families) and Tan Lea (Strategic Safeguarding Partnerships Manager, Children, Education and Families) will present a paper on three annual reports from the Oxfordshire Safeguarding Children Board. The reports concern an overview of safeguarding work; serious case reviews and quality assurance.

**The Committee is RECOMMENDED to note these annual reports and provide any comments.**

**8. Oxfordshire Local Enterprise Partnership (OxLEP) Annual Report**

12.00

Report by Chief Executive, OxLEP (PSC8). The document reflects the work undertaken by the Oxfordshire Local Enterprise Partnership over the period 2015 – 2016. This will be the first Report covering the company's activity since incorporation.

**The committee is RECOMMENDED to note the Annual Report Draft 2015/16.**

**9. OFRS Draft Community Risk Management Plan 2017-22 (Pages 135 - 242)**

12.40

The Assistant Chief Fire Officer, Simon Furlong, will present this report (**PSC9**) which sets out the new draft Community Risk Management Plan (CRMP) 2017-22 for consultation (10 October 2016 to 9 January 2017). The plan shows how Oxfordshire Fire & Rescue Service (OFRS) has identified, assessed and evaluated the risks. The CRMP is required by the Fire & Rescue National Framework Document 2012.

**The Committee is RECOMMENDED to:**

- a) **support the draft CRMP 2017-22 strategic document and proposed projects within the draft 2017-18 Action Plan for consultation; and**
- b) **request that the Chief Fire Officer reports back to Cabinet with feedback and any amendments following the consultation.**

**10. Property & Facilities - Review and Forward Look (Pages 243 - 290)**

13.15

Bev Hindle, Acting Director for Environment Economy, and Mark Stone, Director for Transformation, will present a paper (**PSC10**) providing a review of, and forward look for, the subject of Oxfordshire County Council's interests in property and facilities management.

**The Committee is RECOMMENDED**

- a) **to note the actions to improve the Management of the property and Facilities service;**
- b) **to note the performance of Carillion on the Property & Facilities Contract; and**
- c) **to recognize both the successes and areas for improvement moving forward.**

## Declarations of Interest

### The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

### Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

### What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

### List of Disclosable Pecuniary Interests:

**Employment** (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines. <http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Glenn Watson on **07776 997946** or [glenn.watson@oxfordshire.gov.uk](mailto:glenn.watson@oxfordshire.gov.uk) for a hard copy of the document.