



***Notice of a Meeting***

**Performance & Corporate Services Overview &  
Scrutiny Committee  
Friday, 17 June 2022 at 10.00 am  
Council Chamber - County Hall, New Road, Oxford OX1 1ND**

**These proceedings are open to the public**

If you wish to view proceedings, please click on the live stream link on the website

Membership

Chair – to be elected

Deputy Chair – to be elected

*Councillors:*

Brad Baines

Ian Corkin

Eddie Reeves

Neil Fawcett

Donna Ford

Damian Haywood

Bob Johnston

Ian Middleton

Michael O'Connor

**Notes:**    ***Date of next meeting: 9 December 2022***

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

Scrutiny Officer

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*Khalid Ahmed, Tel: 07990 368048*

*E-Mail: [khalid.ahmed@oxfordshire.gov.uk](mailto:khalid.ahmed@oxfordshire.gov.uk)*

Stephen Chandler  
Interim Chief Executive

June 2022

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

All corporate services and budget scrutiny, including customer services, property, assets, procurement, finance, corporate policy matters such as consultation and public engagement; takes a lead role in scrutiny of the budget and corporate plan.

## **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 4 working day before the date of the meeting.**

## **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 678,000 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 4 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. **Election of Chair for 2022/23 Municipal Year**
2. **Election of Vice-Chair for 2022/23 Municipal Year**
3. **Apologies for Absence and Temporary Appointments**
4. **Declaration of Interests - see guidance note on the back page**
5. **Minutes (Pages 1 - 14)**

To approve the minutes of the meeting held on 11 March 2022 and to receive information arising from them.

6. **Petitions and Public Address**

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection. In line with current Government advice, those attending the meeting in person are asked to consider wearing a face covering. Normally requests to speak at this public meeting are required by 9 am on the day preceding the published date of the meeting. However, during the current situation and to facilitate 'hybrid' meetings we are asking that requests to speak are submitted by no later than 9am four working days before the meeting i.e. 9 am on 13 June 2022. Requests to speak should be sent to [khalid.ahmed@oxfordshire.gov.uk](mailto:khalid.ahmed@oxfordshire.gov.uk) If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that if the technology fails, then your views can still be taken into account. A written copy of your statement can be provided no later than 9 am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

7. **Organisational development, Agile and IT (Pages 15 - 110)**

The Performance and Corporate Services Committee is **RECOMMENDED** to:

Consider this report and its accompanying annexes. Where necessary to seek further information on points of strategy or policy clarification from the Cabinet Member and operational or specialist clarification from officers, with a view to making suggested improvements, additions or refinements to the proposed approaches.

8. **Equality, Diversity and Inclusion Action Plan 2022-23 (Pages 111 - 132)**

This report sets out how the EDI action plan for 2022-23 has been developed to support the Council's EDI Framework known as 'Including Everyone'. The report invites comment from the Performance and Corporate Governance Scrutiny Committee on the draft action plan which is attached at annex 1 and notes the intention to revise the framework over the next year. For reference, the current 'Including Everyone' Framework is included as annex 2 to this report.

The Committee is asked to comment on the draft Equality, Diversity and Inclusion (EDI) action plan 2022-23 prior to consideration by Cabinet.

## 9. **Presentation: Responding to the Ukraine crisis**

A briefing to the Committee to update on the ongoing partnership response to the Homes for Ukraine scheme, including broader lessons learnt for crises response.  
**Report to Follow.**

## 10. **Developing the Overview and Scrutiny Function**

Scrutiny officers are currently drafting a number of protocols to formalise expectations of different stakeholders in relation to key elements of scrutiny: the Scrutiny/Executive relationship, the establishment and practices of working groups, and the call-in procedure.

The Committee is **RECOMMENDED** to agree to receive the draft protocols via email in due course and provide feedback via email.

## 11. **Draft Work Programme 2022/23 and Cabinet Forward Plan (Pages 133 - 174)**

This paper provides the Committee with a considered working draft of its work programme for the year ahead.

The Committee is **RECOMMENDED** to: -

1.1 Agree the Committee's work programme for the municipal year 2022/23;

1.2 Note that the work programme is a document that is subject to change and Members can add, subtract and defer items as necessary;

1.3 Agree to consider the work programme at each meeting of the Committee over the course of the municipal year alongside the Council's Forward Plan;

1.4 Agree to undertake further engagement with the Cabinet Members and Senior Officers to refine the work programme.

## 12. **Action and recommendation tracker (Pages 175 - 176)**

The Committee is **RECOMMENDED** to note the action and recommendation tracker which will henceforth be used to monitor the implementation of formally agreed actions and recommendations.

## 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 [democracy@oxfordshire.gov.uk](mailto:democracy@oxfordshire.gov.uk) for a hard copy of the document.