



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

### **Informal Performance Scrutiny Committee Thursday, 27 June 2013 at 10.00 am County Hall**

#### **Membership**

Chairman: Councillor Liz Brighthouse  
Deputy Chairman: Councillor Neil Fawcett

<i>Councillors:</i>	Lynda Atkins	Yvonne Constance	Richard Langridge
	John Christie	Mark Gray	Lawrie Stratford
	Sam Coates	Jenny Hannaby	

#### **Notes:**

***Date of next meeting: 26 September 2013***

#### **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 E.Mail:
Policy & Performance Officer	-	Eira Hale, Lead Analyst, Tel: (01865) 323969 Email: eira.hale@oxfordshire.gov.uk
Committee Officer	-	Sue Witehead, Tel: (01865) 810262 sue.whitehead@oxfordsire.gov.uk

Peter G. Clark  
County Solicitor

June 2013

## **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 10 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**
3. **Speaking to or Petitioning the Committee**
4. **Remit and Direction of the Performance Scrutiny Committee**

1010

Councillor Liz Brighthouse will introduce a short discussion on the remit and direction that the committee will take.

5. **Overview of Performance management at Oxfordshire County Council**

1020

Research and Major Programmes Manager, Alexandra Bailey will present an overview of the way performance and risk is managed across Oxfordshire County Council.

6. **Key Performance Indicators for Business Management Monitoring**

1040

Each Directorate will present proposed key performance indicators (paper to follow) which will form the basis of directorate reporting on performance to the Performance Scrutiny Committee for 2013/14.

7. **Financial Reporting to Performance Scrutiny 2013/14 (Pages 1 - 54)**

1130

An overview of the options for reporting financial performance to the Performance Scrutiny Committee for 2013/14.

The **attached** provisional outturn report for 2012/13 summarises the Council's financial performance for 2012/13 for Scrutiny to consider how they wish to engage in scrutiny in this area in future.

8. **Corporate Plan Performance Report for the Fourth Quarter 2012/13 (Pages 55 - 72)**

12.00

Research and Major Programmes Manager, Alexandra Bailey will present a paper

(attached) outlining the Council's performance against the objectives outlined in the Corporate Plan for the fourth quarter of 2012/13.

**9. Commission on Adult Social Care**

12.20

Chairman, Cllr Liz Brighthouse to introduce plans to launch a commission on Adult Social Care across Oxfordshire.

**10. Protocol for Call-ins**

1230

Chairman, Cllr Liz Brighthouse will chair a brief discussion on the protocol for Call-Ins.

**11. Cabinet Forward Plan**

1240

*Link to Forward Plan:*

<http://mycouncil.oxfordshire.gov.uk/mgListPlanItems.aspx?PlanId=166&RP=115>

**12. Close of Meeting**

1250

## 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 Rachel Dunn on (01865) 815279 or [rachel.dunn@oxfordshire.gov.uk](mailto:rachel.dunn@oxfordshire.gov.uk) for a hard copy of the document.