

Notice of a Meeting

Strategy & Partnerships Scrutiny Committee Thursday, 26 May 2011 at 10.00 am County Hall

Membership

Councillors:

Norman Bolster	Tim Hallchurch MBE	Chip Sherwood
Liz Brighthouse OBE	Hilary Hibbert-Biles	Dr Peter Skolar
Nick Carter	A.M. Lovatt	David Wilmshurst
Jean Fooks		

Notes:

Date of next meeting: 21 July 2011

What does this Committee review or scrutinise?

- Corporate and community leadership; corporate strategies; regional issues
- Local strategic partnerships and District Council liaison
- Social inclusion & equality; services for members
- Finance; procurement; property
- Culture change and customer focus; human resources; communications strategy; information and communications technology
- The elections and appointments functions of the Democracy & Organisation Committee
- The functions of the Pension Fund Committee

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 Melinda Tilley E.Mail: melinda.tilley@oxfordshire.gov.uk
Committee Officer	-	Claire Phillips, Tel: (01865) 323967 claire.phillips@oxfordshire.gov.uk



Peter G. Clark
County Solicitor

May 2011

About the County Council

The Oxfordshire County Council is made up of 74 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. **Election of the Chairman for the 2011/12 Council Year**
2. **Election of the Deputy Chairman for the 2011/12 Council Year**
3. **Apologies for Absence and Temporary Appointments**
4. **Declarations of Interest - see guidance note on the back page**
5. **Minutes** (Pages 1 - 4)

To approve the minutes of the meeting held on 17 March 2011 (**SYP5**) and to note for information any matters arising on them.

6. **Speaking to or petitioning the Committee**

7. **Director's Update**

10.10

The Assistant Chief Executive & Chief Finance Officer will give a verbal update on key issues.

SCRUTINY MATTERS

8. **Pension Fund Committee - Question & Answer session**

10.25

Cllr David Harvey, Chairman of the Pension Fund Committee and Sean Collins, Assistant Head of Oxfordshire Customer Services - Financial Services will attend for a question and answer session following the introductory presentation at the previous meeting.

Members of the committee should submit questions for Cllr Harvey and Mr Collins in advance of the meeting.

9. **Local Enterprise Partnership Update** (Pages 5 - 8)

10.50

Report (**SYP9**) of the Head of Sustainable Development on the progress of the development of the Oxfordshire City Region Local Enterprise Partnership and work programme.

Contact officer: Martin Tugwell, Head of Sustainable Development

10. Annual Update of Local Code of Corporate Governance (Pages 9 - 36)

11.10

The Strategy and Partnerships Scrutiny Committee has within its Terms of Reference responsibility for corporate governance. The views of the Committee are therefore sought on the annual update of the Local Code of Corporate Governance (**SYP10**). The proposed changes to the Code are highlighted in the Annex to the report, for ease of reference.

The Head of Law & Governance will present the updated code.

11. Members' Communication Protocol (Pages 37 - 40)

11.20

At the meeting of this Committee in March 2010, members agreed that the Council's communication with members of the council should be a priority. The Committee further commented in July 2010 that such communications should be consistent with the protocols agreed by the Council in 2009/10. The Committee wished to ensure that compliance with the protocols was taking place and therefore intended to consider the matter periodically. The Head of Law & Governance will present this report (**SYP11**) summarising the current position and invites the Committee to consider experiences and progress to date.

BUSINESS PLANNING

12. Business Management (Pages 41 - 42)

11.30

The committee will be given an overview presentation on the council's Business Strategy and corporate approach to business management for 2011/12. Attached is an overview paper on the Business Strategy (**SYP12**).

Contact officer: Alexandra Bailey, Senior Policy Manager

13. Forward Plan

11.45

The Committee is asked to suggest items from the current Forward Plan on which it may wish to have an opportunity to offer advice to the Cabinet before any decision is taken, together with details of what it thinks could be achieved by looking at any item and propose any other relevant items for the committee to consider.

11.55 Close of Meeting

Declarations of Interest

This note briefly summarises the position on interests which you must declare at the meeting. Please refer to the Members' Code of Conduct in Part 9.1 of the Constitution for a fuller description.

The duty to declare ...

You must always declare any "personal interest" in a matter under consideration, ie where the matter affects (either positively or negatively):

- (i) any of the financial and other interests which you are required to notify for inclusion in the statutory Register of Members' Interests; or
- (ii) your own well-being or financial position or that of any member of your family or any person with whom you have a close association more than it would affect other people in the County.

Whose interests are included ...

"Member of your family" in (ii) above includes spouses and partners and other relatives' spouses and partners, and extends to the employment and investment interests of relatives and friends and their involvement in other bodies of various descriptions. For a full list of what "relative" covers, please see the Code of Conduct.

When and what to declare ...

The best time to make any declaration is under the agenda item "Declarations of Interest". Under the Code you must declare not later than at the start of the item concerned or (if different) as soon as the interest "becomes apparent".

In making a declaration you must state the nature of the interest.

Taking part if you have an interest ...

Having made a declaration you may still take part in the debate and vote on the matter unless your personal interest is also a "prejudicial" interest.

"Prejudicial" interests ...

A prejudicial interest is one which a member of the public knowing the relevant facts would think so significant as to be likely to affect your judgment of the public interest.

What to do if your interest is prejudicial ...

If you have a prejudicial interest in any matter under consideration, you may remain in the room but only for the purpose of making representations, answering questions or giving evidence relating to the matter under consideration, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

Exceptions ...

There are a few circumstances where you may regard yourself as not having a prejudicial interest or may participate even though you may have one. These, together with other rules about participation in the case of a prejudicial interest, are set out in paragraphs 10 – 12 of the Code.

Seeking Advice ...

It is your responsibility to decide whether any of these provisions apply to you in particular circumstances, but you may wish to seek the advice of the Monitoring Officer before the meeting.