

Notice of a Meeting

Growth & Infrastructure Scrutiny Committee **Thursday, 14 July 2011 at 10.00 am** **County Hall**

Membership

Chairman - Councillor David Nimmo-Smith
Deputy Chairman - Councillor Nicholas P. Turner

<i>Councillors:</i>	Anne Purse	Pete Handley	John Tanner
	Roger Belson	Charles Mathew	David Turner
	Michael Gibbard	Keith Strangwood	

Notes:

Date of next meeting: 22 September 2011

What does this Committee review or scrutinise?

- Transport; highways; traffic and parking; road safety (those areas not covered by the Safer & Stronger Communities Scrutiny Committee); public passenger transport
- Regional planning and local development framework; economic development; waste management; environmental management; archaeology; access to the countryside; tourism
- The planning, highways, rights of way and commons/village greens functions of the Planning & Regulation 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 David Nimmo-Smith E.Mail: david.nimmo-smith@oxfordshire.gov.uk
Committee Officer	-	Liz Johnston, Tel: (01865) 328280 liz.johnston@oxfordshire.gov.uk



Peter G. Clark
County Solicitor

July 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. **Apologies for Absence and Temporary Appointments**
2. **Declarations of Interest - see guidance note on the back page**
3. **Minutes** (Pages 1 - 4)

To approve the Minutes of the meeting held on Wednesday 25 May 2011 (**GI3**) and to receive information arising from them.

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

5. **Forward Plan** (Pages 5 - 6)
10.15

The Committee are invited to comment and make recommendations on the forward plan for the G & I Scrutiny Committee for 2011/12 meetings.

SCRUTINY MATTERS

6. **Waste Planning Strategy**
10.35

The Committee is invited to comment on the draft Waste Planning Strategy before it is discussed by Cabinet on 19 July. The Strategy will be circulated as an addenda.

REVIEW WORK

7. **Community Transport Review Update** (Pages 7 - 8)
11.35

The Committee is asked to consider an update from the Community Transport working group (**GI7**).

8. **Director's Update**
11.50

The Director for Environment & Economy, Huw Jones, will give a verbal update on key issues.

12.30 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.

GROWTH & INFRASTRUCTURE SCRUTINY COMMITTEE

MINUTES of the meeting held on Wednesday, 25 May 2011 commencing at 9.30 am and finishing at 12.30 pm

Present:

Voting Members: Councillor David Nimmo-Smith – in the Chair
Councillor Nicholas P. Turner (Deputy Chairman)
Councillor Anne Purse
Councillor Pete Handley
Councillor Charles Mathew
Councillor John Tanner
Councillor David Turner
Councillor A.M. Lovatt (In place of Councillor Keith Strangwood)
Councillor Stewart Lilly (In place of Councillor Michael Gibbard)

Other Members in Attendance: Councillor Lorraine Lindsay-Gale
Councillor Rodney Rose

By Invitation:

Officers:

Whole of meeting Martin Tugwell
Steve Howell

Part of meeting Huw Jones
Chris Brown
Susie Ohlenschlager
Victoria Fletcher
Tracy Dow

The Scrutiny Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting [, together with a schedule of addenda tabled at the meeting/the following additional documents:] and agreed as set out below. Copies of the agenda and reports [agenda, reports and schedule/additional documents] are attached to the signed Minutes.

5/11 ELECTION OF CHAIRMAN FOR THE 2011/12 COUNCIL YEAR
(Agenda No. 1)

Cllr David Nimmo-Smith was nominated for the position of Chairman of the Growth & Infrastructure Scrutiny Committee for 2011/12 by Cllr Nicholas Turner and seconded by Cllr John Tanner. The Committee **RESOLVED** that Cllr Nimmo-Smith be elected Chairman.

6/11 ELECTION OF DEPUTY CHAIRMAN FOR THE 2011/12 COUNCIL YEAR
(Agenda No. 2)

Cllr Nicholas Turner was nominated for the position of Deputy Chairman of the G&I Scrutiny Committee for 2011/12 by Cllr David Nimmo-Smith and seconded by Cllr Roger Belson. The Committee **RESOLVED** by a show of hands (six votes to three) that Cllr N. Turner be elected Deputy Chairman.

7/11 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS
(Agenda No. 3)

Cllr Stewart Lilly was present as a substitute for Cllr Michael Gibbard.

Cllr Sandy Lovatt was present as a substitute for Cllr Keith Strangwood.

8/11 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE ON THE BACK PAGE
(Agenda No. 4)

There were no Declarations of Interest.

9/11 MINUTES
(Agenda No. 5)

The minutes of the meeting on 09 March 2011 were signed and approved, subject to the spelling corrections noted by Cllr Charles Mathew and Cllr Nicholas Turner.

10/11 SPEAKING TO OR PETITIONING THE COMMITTEE
(Agenda No. 6)

There were no requests to speak to or petition the Committee.

11/11 PRELIMINARY FLOOD RISK ASSESSMENT
(Agenda No. 7)

The committee received a presentation by Hannah O'Callaghan, from JBA Consulting.

The presentation is attached.

If Members have specific issues to raise, Steve Howell (Deputy Director for Highways & Transport) invited them to contact Officers directly so they can be incorporated where possible.

The Committee will receive an update on a more detailed implementation plan in due course.

12/11 RESILIENCE TO SEVERE WEATHER
(Agenda No. 10)

The Committee received an update from Susie Ohlenschlager (Adaptation and Partnership Manager) on the Council's approach to dealing with severe weather events across the County. The presentation is attached.

Cllr Anne Purse noted the need for close working with District and Parish/Town Councils to ensure the response to incidents is as co-ordinated as possible.

Cllr Rodney Rose assured the Committee that all Town and Parish Councils have been sent a pamphlet advising them on how to deal with severe weather events, particularly heavy snow and ice in winter.

13/11 COUNTRYSIDE SERVICE BRIEFING
(Agenda No. 9)

The Committee received a briefing from Victoria Fletcher from the Countryside Service (presentation attached) on the Service's work and potential implications of the next round of Service and Resource Planning work.

The Committee RESOLVED that the Countryside Service should next be discussed in the Autumn as a part of the budget setting process.

14/11 COMMUNITY TRANSPORT
(Agenda No. 8)

Tracy Dow (Highways & Transport Service Manager – Policy and Strategy) gave a presentation to the Committee about the need to consider how the Council supports community transport initiatives and how this might fit in with changing priorities in other Directorates. The Committee RESOLVED to create a small working group to consider this issue over the next year. Cllr Stewart Lilly (Bus Champion), Cllr David Nimmo-Smith, Cllr David Turner and Cllr Anne Purse agreed to be on the working group.

15/11 G&I FORWARD PLAN FOR 2011/12
(Agenda No. 11)

The meeting closed before this item was discussed. The Committee RESOLVED to discuss at the next meeting.

16/11 12.00 CLOSE OF MEETING
(Agenda No. 12)

The meeting closed at 12:30pm.

..... in the Chair

Date of signing

GROWTH & INFRASTRUCTURE SCRUTINY COMMITTEE

THURSDAY 14 JULY 2011

Forward Plan – 2011

Topic	2011 Meeting Date				
	25-May	14-Jul	22-Sep	20-Oct	08-Dec
Initial Flooding Risk Assessment					
Adaptation to Climate Change					
Countryside Service briefing					
Community Transport					
Waste planning strategy					
Energy Budget and Resource Management					
Capital Programme					
Concessionary Fares					
Street Lighting					
Locality Stewardship Scheme					
Infrastructure Planning & Financing					
Q and A session with Thames Water re their flooding responsibilities					
Access to Oxford					

Contact Officer: Liz Johnston (Policy Unit) 01865 328280

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COMMUNITY TRANSPORT STRATEGY

Update note for Growth and Infrastructure Scrutiny Committee 14th July 2011

Project Sponsor: Tracey Dow (Highways & Transport)
Project Manager: Jayme Radford (Highways & Transport)

Purpose of this briefing note:

1. On Wednesday 25th May, a presentation on Community Transport was given to the Committee to introduce the Community Transport project and provide the Committee with an overview of Community Transport service provision in Oxfordshire.
2. This briefing note aims to update the Committee on the progress made since the last meeting in developing a Community Transport Strategy for Oxfordshire.

Progress to date:

3. Since the 25th May presentation, a Project Team has been set up, incorporating staff from Environment & Economy, Social & Community Services, and Children, Education & Families. The project team is also supported by a member of the Policy Unit. An initial Project Team meeting was held on 23rd June, 2011.
4. A Scrutiny Members' Working Group has been formed to contribute to the development of the strategy. An initial meeting was held on 30th June, 2011.
5. Research is being undertaken to understand best practice across the country, and initial reviews of existing Community Transport service provision across Oxfordshire have been conducted. This information has been detailed and presented to both groups in a draft Project Implementation Plan (PID). The development of the PID is being guided by Scrutiny members and the Project Team.

Next steps:

6. The Project Manager is arranging for providers and others to meet with the Scrutiny Members' Working Group and members of the Project Team. There is a general consensus that this will be beneficial for the development of the Oxfordshire Strategy. These organisations are likely to include the *Community Transport Association*, *HCT Group* and *Third Sector Services*.

7. Members of the Project Team are currently in discussions with the five district councils to gauge an understanding of funding allocations for the 2012/2013 financial year.

8. The Project Manager will aim to finalise a PID and Project Plan for development of the Strategy by August, 2011. This will require sign-off from the Environment & Economy Leadership Team.

9. It is envisaged that an overarching Community Transport Strategy will be in place by January / February 2012 (*date to be confirmed as the Project Plan develops*). The strategy will set out a clear aspiration for Community Transport across Oxfordshire, and include an Action Plan for taking the Strategy forward.

Steve Howell
Deputy Director (Highways & Transport)
Environment & Economy

Contact Officer: Jayme Radford, Transport Planner - Highways & Transport

(June 30th, 2011)