



Notice of a Meeting

Performance Scrutiny Committee Thursday, 13 March 2014 at 10.00 am County Hall

Membership

Chairman Councillor Liz Brighthouse OBE
Deputy Chairman - Councillor Neil Fawcett

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

Notes: ***Date of next meeting: 26 June 2014***

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: liz.brighthouse@oxfordshire.gov.uk
Policy & Performance Officer	-	Eira Hale, Lead Analyst, Tel: (01865) 323969 Email: eira.hale@oxfordshire.gov.uk
Committee Officer	-	<i>Sue Whitehead</i> , Tel: (01865) 810262 sue.whitehead@oxfordshire.gov.uk

Peter G. Clark
County Solicitor

March 2014

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 - Guidance note on back page of the agenda**
3. **Minutes** (Pages 1 - 18)

To approve the minutes of the meetings held on 16 December 2013 and 9 January 2014 (**PSC3a**, **PSCb** and **PSC3c**) and to receive information arising from them.

4. **Petitions and Public Address**
5. **Draft Corporate Plan and Corporate Performance Indicators for 2014/15** (Pages 19 - 60)

10.10

Head of Policy, Maggie Scott will present the Draft Corporate Plan for discussion and comments and introduce the proposed corporate performance indicators for 2014/15 (**PSC5**).

1025

In turn Directors will present their proposed dashboards for reporting performance information to the committee in 2014/15. Performance Scrutiny Committee is asked to approve the recommended performance indicators.

6. **Business Management Monitoring Report for the Third Quarter 2013/14** (Pages 61 - 76)

11.10

Head of Policy, Maggie Scott will present a report (**PSC6**) outlining the Council's performance for the third quarter of 2013/14. Directors and Deputy Directors will attend to present their sections of the report and answer questions.

7. **Contract Quality Assurance - Adult Social Care**

12.10

Over 15,000 adults in Oxfordshire receive support services that are funded by the Council in some way. These services are provided by over 300 external suppliers. The county council has a strong commitment to work with its suppliers to ensure that good quality services are available for people who reside in Oxfordshire and need support to

help meet their assessed needs. Deputy Director for Joint Commissioning, Sara Livadeas, will present information including:

- a summary of the work carried out by the Joint Commissioning Quality Procurement & Contracts team;
- progress towards the delivery of assurance of the quality of services funded by the Council and delivered to people in Oxfordshire; and
- the themes that are the focus for future assurance activity.

A background paper will be made available to all members of the Committee prior to the meeting.

8. Review of the County Council's Governance Arrangements (Pages 77 - 80)

12.30

The Council's governance arrangements came into effect following the May 2013 elections. It was agreed by Council that these decision-making arrangements should be reviewed a year after coming into effect. The Monitoring Officer is therefore undertaking a review under the auspices of the Audit and Governance Committee and will present his report to Council in September 2014. Glenn Watson, Principal Governance Officer verbal update will be given to the Performance Committee on the agreed process for review and in particular how this relates to the scrutiny function.

A paper which was considered by the Political Group Leaders in October is attached for information (**PSC8**).

9. Scrutiny Annual Report 2013/14

12.40

Councillor Liz Brighthouse to lead a discussion on the themes to be included in the Scrutiny Annual Report.

10. Forward Plan

12.50

11. Close of meeting

13.00

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 for a hard copy of the document.