



Notice of a Meeting

Performance Scrutiny Committee

Friday, 16 July 2021 at 1.00 pm

Bodicote House, Banbury, OX15 4AA

Please note that Council meetings are currently taking place in-person (not virtually) with social distancing at the venue. Meetings will continue to be live-streamed and those who wish to view them are strongly encouraged to do so online to minimise the risk of Covid-19 infection.

If you wish to view proceedings, please click on this [Live Stream Link](#). However, that will not allow you to participate in the meeting.

Places at the meetings are very limited due to the requirements of social distancing. If you still wish to attend this meeting in person, you must contact the Committee Officer by 9am four working days before the meeting and they will advise if you can be accommodated at this meeting and of the detailed Covid-19 safety requirements for all attendees.

Please note that in line with current government guidance *all* attendees are strongly encouraged to take a lateral flow test in advance of the meeting.

Membership

Chair – Councillor Eddie Reeves

Deputy Chair – Councillor Michael O'Connor

Councillors:

Juliette Ash
Brad Baines

Andrew Gant
Dan Levy
Kieron Mallon

Ian Middleton
Sally Povolotsky
Liam Walker

Notes: *A pre-meeting briefing for Members will take place virtually at 2pm on Thursday 15 July 2021.*

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 four working days before the date of the meeting.**

For more information about this Committee please contact:

Chair	-	Councillor Eddie Reeves E.Mail: eddie.reeves@oxfordshire.gov.uk
Committee Officer	-	<i>Colm Ó Caomhánaigh, Tel 07393 001096</i> colm.ocaomhanaigh@oxfordshire.gov.uk



Yvonne Rees
Chief Executive

July 2021

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 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 - 6)**

To approve the minutes of the meeting held on 3 June 2021 (**PSC3**) and to receive information arising from them.

4. **Petitions and Public Address**

Currently council meetings are taking place in-person (not virtually) with social distancing operating in the venues. However, members of the public who wish to speak at this meeting can attend the meeting 'virtually' through an online connection. Places at the meeting are very limited due to the requirements of social distancing. While you can ask to attend the meeting in person, you are strongly encouraged to attend 'virtually' to minimise the risk of Covid-19 infection.

Please also note that in line with current government guidance all attendees are strongly encouraged to take a lateral flow test in advance of the meeting.

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 these new arrangements 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 Monday 12 July 2021 Requests to speak should be sent to colm.oaomhanaigh@gmail.com. You will be contacted by the officer regarding the arrangements for speaking.

If you ask to attend in person, the officer will also advise you regarding Covid-19 safety at the meeting. 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.

5. **A Fair Deal for Oxfordshire - Shaping Our Immediate and Longer-Term Priorities (To Follow*)**

Report by the Corporate Director for Customers and Organisational Development

To discuss this item which will be taken by Cabinet at its meeting on 20 July 2021.

That meeting is to

- seek approval of the approach to the development of a new corporate plan for the period commencing 2022/23, including a programme of public consultation and stakeholder engagement to take place in the Autumn and
- endorse the priorities of the Fair Deal Alliance for Oxfordshire to form the basis of the new corporate plan.

6. SEND Top-Up Funding for Schools (To Follow*)

Report by Corporate Director for Children's Services.

At its meeting on 20 July 2021, Cabinet will be asked to seek agreement of the SEND top-up funding arrangements for academic year beginning September 2021. The Committee is invited to discuss and provide comments to Cabinet.

7. Department of Transport Tranche 3 Active Travel Bid (To Follow*)

Report by Corporate Director Environment and Place

The Committee has an opportunity to discuss this item and provide comments to Cabinet for its decision on 20 July 2021. Cabinet will be asked to approve to delegate to the Chief Executive, in consultation with the Cabinet Member for Highway Management, the final sign-off of Oxfordshire County Council's bid to the Department for Transport Active Travel Tranche 3 fund.

* These papers will be published as an addendum for this Committee when they are published for the Cabinet meeting – this is expected to be Monday 12 July 2021.

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 Glenn Watson on **07776 997946** or glenn.watson@oxfordshire.gov.uk for a hard copy of the document.

PERFORMANCE SCRUTINY COMMITTEE

MINUTES of the meeting held on Thursday, 3 June 2021 commencing at 10.00 am and finishing at 12.00 pm

Present:

Voting Members: Councillor Eddie Reeves – in the Chair

Councillor Michael O'Connor (Deputy Chair)

Councillor Brad Baines

Councillor Andrew Gant

Councillor Dan Levy

Councillor Sally Povolotsky

Councillor Liam Walker

Councillor Ted Fenton (In place of Councillor Juliette Ash)

Councillor Andy Graham (In place of Councillor Ian Middleton)

Councillor Ian Corkin (In place of Councillor Kieron Mallon)

Officers:

Whole of meeting Claire Taylor, Corporate Director, Customers and Organisational Development; Louise Tustian, Head of Insight and Corporate Programmes; Colm Ó Caomhánaigh, Committee Officer

The Scrutiny Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and agreed as set out below. Copies of the agenda and reports are attached to the signed Minutes.

21/21 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS
(Agenda No. 2)

Apologies had been received as follows:

Councillor Juliette Ash (substituted by Councillor Ted Fenton)

Councillor Kieron Mallon (substituted by Councillor Ian Corkin)

Councillor Ian Middleton (substituted by Councillor Andy Graham)

22/21 DECLARATIONS OF INTEREST - GUIDANCE NOTE ON BACK PAGE OF THE AGENDA
(Agenda No. 3)

There were no declarations of interest.

23/21 MINUTES

(Agenda No. 4)

The minutes of the meetings held on 11 March 2021 and 18 May 2021 were approved.

24/21 DAY AND TIME FOR FUTURE MEETINGS

(Agenda No. 6)

The Chair asked Members for feedback as to whether the meetings of the Committee should be moved to 2pm on Thursdays or 10am on Fridays.

Members asked if an earlier time than 2pm could be considered to avoid possible overrun of meetings past 5pm. They were also keen to ensure that the Committee meetings, if moved, would not clash with other council meetings.

Members also suggested that the heavy Work Programme required extra meetings in the calendar. It was clarified that the Council Constitution sets a minimum number of meetings but not a maximum.

The Chair asked for any further comments to be emailed to the Committee Secretary.

25/21 OVERVIEW OF THE COUNCIL'S BUSINESS PLAN

(Agenda No. 7)

Louise Tustian, Head of Insight and Corporate Programmes, gave the new Committee a presentation on the Council's current Corporate Plan which included an outline of the budget setting process, engagement with the public, the background to the priorities, the Climate Action Plan and working with partners.

Louise Tustian then outlined how the monthly Business Management and Monitoring Reports measure performance against the priorities.

Claire Taylor, Corporate Director, Customers and Organisational Development, responded to a number of points raised by Members:

- The Corporate Plan was reviewed annually in line with the budget proposals.
- There was a statutory requirement to consult on the budget and it was done in a variety of ways depending on the nature of the proposals including the use of social media.
- Some of the metrics to monitor performance originated from public feedback.
- The Committee will get an opportunity to discuss new proposals as part of the annual review. A timetable for this will be presented at the next meeting.

Members made a number of suggestions:

- Reports and presentations must be circulated in advance with the agenda in order for them to be able to properly address the issues at the meeting.

- It can be difficult to reach young people for feedback but a move to more digital democracy could improve engagement.
- It was important to listen to the feedback and act on it. This Committee needed to hold Cabinet to account in a non-party-political way.
- There were many youth groups and Community Action Groups that could provide the Council with a lot of feedback.

26/21 OUTCOMES FRAMEWORK

(Agenda No. 8)

Louise Tustian gave a presentation the Outcomes Framework. Most measures were updated monthly but some were quarterly or annual. The key performance indicators were RAG rated: Red if more than 10% away from the target, Amber if less than 10%, and Green if on target. A commentary was included on each service area and, if a rating was red or amber, the report would outline when improvement was expected.

The monthly reports were made available publicly in Cabinet agendas. The Outcomes Framework will be going to Cabinet in July and will be similarly available to all.

Claire Taylor responded to a question on social outcomes, emphasising that the Corporate Plan was not the only source of measures. For example, the Annual Report of the Director for Public Health included data on health inequalities. The Committee may wish to discuss the measures and consider if they were transparent enough and ask for inclusions in future iterations of the Corporate Plan. The measures could be altered in-year through a democratic process. The Corporate Plan was underpinned by individual service plans.

The Chair asked that the democratic process for making changes be outlined at the next meeting.

27/21 SCRUTINY ANNUAL REPORT

(Agenda No. 9)

The Committee had been asked to consider and comment on the Scrutiny Annual Report 2020/21 which summarised the activities of the Council's scrutiny committees. The report will be taken by the July meeting of Full Council.

Claire Taylor, Corporate Director, Customers and Organisational Development, introduced the report and advised that it was a good place to start in terms of considering the Committee's Work Programme going forward. She thanked Democratic Services and Policy staff for their work in compiling the report.

Members commented as follows:

- It would be helpful to outline how the Committees' feedback influences future decisions and include a summary of improvements resulting from scrutiny at the end of the report.
- This Committee's remit was probably too wide to effectively scrutinise the 80% of issues that do not fall under Health or Education Scrutiny.
- 'Deep dives', involving a small group of Members, were very useful ways of looking more closely at specific issues.
- Papers should be circulated well in advance so there is no need for a lengthy introduction at the meeting and more time can be used for questions.
- Items should come back to the Committee if it has not had enough time to deal with them at the first meeting.
- There was a huge workload which would require extra meetings to those scheduled and the use of working groups.
- The Committee could set up its own subcommittees rather than waiting for a review of the number of scrutiny committees which could take a long time.
- A 2017 Governance Review Group report included some useful analysis and proposals that did not produce consensus at the time but could be looked at again.

Councillor Sally Povolotsky stated that she would research other councils' practice and email her findings to colleagues.

The Chair asked officers to report at the next meeting on the flow of information into and out of the Committee and how the Committee tracks outcomes afterwards.

The Chair also noted that the Chief Executive had already identified the need for a review of scrutiny and will come forward with proposals for the leaders of the political groups to consider. The number of scrutiny committees was a matter for Council to determine in the Constitution. He added that Cabinet Advisory Groups were also quite helpful and could engage in deep dives.

28/21 WORK PROGRAMME

(Agenda No. 10)

A Work Programme that had been agreed by the outgoing Committee was before the new Committee for consideration.

The Chair noted that one item for the 15 July 2021 meeting "Draft Oxfordshire Plan 2050 Reg 18 (Stage 2)" had been withdrawn as it was more appropriately scrutinised by district and city councils.

Members suggested that the following items be prioritised:

- Children Placed for Care Out-of-County
- Education, Health and Care Plans (EHCPs) and Child and Adolescent Mental Health Services (CAMHS)
- Skanska contract

- Transport and Travel – specifically the implementation of Active Travel funding Tranche 2.
- Parking contract issues
- Climate action progress and environmental issues
- Transparency and public engagement
- OCC and the Growth Board and Oxford-Cambridge Arc

It was questioned whether Apprenticeships and the Minerals & Waste Development Strategy were sufficiently urgent to be taken in July.

Many Members stressed the need for extra meetings to deal with the workload.

It was agreed that it should be noted in the Work Programme what aspect of an issue is to be examined and why. The responsible Cabinet Member and Director should also be noted.

The Chair invited Members to send suggestions to the Committee Secretary for review at a meeting of the Chair and Deputy Chair the following week. He added that they could email suggestions in that way at any time.

The revised Work Programme will be brought to the next meeting and updated at each meeting.

..... in the Chair

Date of signing 20

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