



Notice of a Meeting

Place Overview & Scrutiny Committee Wednesday, 22 September 2021 at 1.00 pm Council Chamber - County Hall, New Road, Oxford OX1 1ND

These proceedings are open to the public

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 meeting 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 – To be confirmed

Deputy Chair – To be confirmed

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|---------------------|---------------|------------------|----------------|
| <i>Councillors:</i> | Brad Baines | Kieron Mallon | Judy Roberts |
| | Charlie Hicks | Jane Murphy | Ian Snowdon |
| | Dan Levy | Sally Povolotsky | Richard Webber |

Notes: *Date of next meeting: 24 November 2021*

For more information about this Committee please contact:

| | |
|-------------------|--|
| Chair | - To be confirmed |
| Committee Officer | - <i>Deborah Miller, Tel: 07920 084239; E-Mail: deborah.miller@oxfordshire.gov.uk</i> |

Yvonne Rees
Chief Executive

September 2021

What does this Committee review or scrutinise?

Climate change, transport, highways, planning and place based services. Including the delivery of regulatory services, fire and rescue, community safety and community services such as libraries. NB This Committee will act as the Council's 'Crime and Disorder 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 4 working day before the date of the meeting.**

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. **Election of Chair for remainder of 2021/22 Municipal Year**
2. **Election of Vice-Chair for remainder of 2021/22 Municipal Year**
3. **Apologies for Absence and Temporary Appointments**
4. **Declaration of Interests - see guidance note on the back page**
5. **Petitions and Public Address**
6. **Developing the Overview and Scrutiny Function (Pages 1 - 4)**

The purpose of the report is to set out proposals and initial ideas to develop the Overview and Scrutiny function for consideration. Members should consider if they support these proposals and how they would like to develop them further.

The Committee is RECOMMENDED to consider the contents of the report and agree on how to develop the Overview and Scrutiny function moving forward.

7. **Work Programme 2021/22 (Pages 5 - 10)**

The purpose of the report is to support and advise Committee members to determine their work programme for the 2021/22 municipal year.

The Committee is RECOMMENDED to:

- (a) ***Consider the results of the limited work programme engagement exercise as detailed in Appendix 1;***
- (b) ***Consider suggestions made by the Cabinet and Senior Officers;***
- (c) ***Consider the methods by which the Committee would like to undertake its Overview and Scrutiny activity;***
- (d) ***Consider and agree the work programme for the Committee for the 2021/22 municipal year;***
- (e) ***Agree on whether to create any task group reviews and appoint membership of that review;***
- (f) ***Identify any specific training and support needs required to deliver the 2021/22 work programme.***

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.