



Notice of a Meeting

Performance Scrutiny Committee Thursday, 26 September 2013 at 10.00 am County Hall

Membership

Chairman

Deputy Chairman -

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

Notes: **Date of next meeting:** 16 December 2013

Please note a briefing has been arranged for Members of the Committee from 9.30 am in the meeting room, County Hall.

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
		E.Mail:
Policy & Performance Officer	-	Eira Hale, Lead Analyst, Tel: (01865) 323969
		Email: eira.hale@oxfordshire.gov.uk
Committee Officer	-	Sue Whitehead, Tel: (01865) 810262
		sue.whitehead@oxfordshire.gov.uk

Peter G. Clark
County Solicitor

September 2013

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. Election Of Chairman for the 2013/14 Municipal Year
2. Election of Deputy Chairman for the 2013/14 Municipal Year
3. Apologies for Absence and Temporary Appointments
4. Declarations of Interest - see guidance note at end of agenda sheet
5. Minutes (Pages 1 - 6)

To approve the minutes of the informal meeting held on 4 July 2013 (PSC5) and to receive information arising from them.

6. Petitions and Public Address
7. Business Management Monitoring Report for the First Quarter 2013/14 (Pages 7 - 16)

1010

Research and Major Programmes Manager, Alexandra Bailey will present a paper (PSC7) outlining the Council's performance for the first quarter of 2013/14.

The Performance Scrutiny Committee is RECOMMENDED to note and discuss the performance reported in the dashboards and to make any comments necessary for escalation to Cabinet.

8. Improving Performance Through Closer Working with the Audit & Governance Committee (Pages 17 - 20)

1110

There will be a brief presentation on the report of the County Solicitor Monitoring Officer (PSC8).

The Committee is RECOMMENDED to consider the options for closer working between the Audit & Governance Committee and the Performance Scrutiny Committee set out in paragraph 13 of the report, in the light of the resolution made by the Audit and Governance Committee summarised in paragraph 2.

9. Adult Social Care Seminar

1120

The Chairman, Councillor Liz Brighthouse will provide a verbal report about a member seminar on Adult Social Care Performance.

10. Oxfordshire Fire and Rescue Service Annual Report 2012/13 (Pages 21 - 74)

1130

Nathan Travis, Deputy Chief Fire Officer, will present the Oxfordshire Fire and Rescue Service Annual Report (**PSC10**) for scrutiny by the committee. Last year the service set 24 strategic performance indicators. The report details how the service performed against these indicators.

The Performance Scrutiny Committee is asked to approve the publication of this Annual Report 2012/13.

11. Oxfordshire Fire and Rescue Service Response Standards Performance Report 2012/13 (Pages 75 - 80)

1150

Nathan Travis, Deputy Chief Fire Officer, will present a report (**PSC11**) outlining the service's performance against locally set response standards for attending emergency incidents. The report also details the work carried out to mitigate both the actual and potential impacts on effective service delivery.

The Performance Scrutiny Committee is asked to note and comment in respect to the contents of this response standards annual report.

12. Oxfordshire Fire and Rescue Service Community Risk Management Plan Draft Action Plan 2014/15 (Pages 81 - 84)

1210

Nathan Travis, Deputy Chief Fire Officer, will present the a report (**PSC12**) proposing a number of projects to be included within the Fire Authority's Community Risk Management Plan (CRMP) draft action plan for the fiscal year 2014-15.

Performance Scrutiny Committee is RECOMMENDED to endorse the proposed projects to be included for further consultation in the draft CRMP Action Plan 2014-15.

13. Exempt Information

In the event that any Member or Officer wishes to discuss the information set out in

Annexes 1-3 to Item 14, the Committee will be invited to resolve to exclude the public for the consideration of the annex by passing a resolution in relation to that item in the following terms:

"that the public be excluded during the consideration of the Annex to the report since it is likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda since it is considered that, in all the circumstances of each case, the public interest in exemption outweighs the public interest in disclosing the information. "

NOTE: The report does not contain exempt information and is available to the public. The exempt information is contained in the confidential annexes.

THE ANNEXES HAVE NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

THIS IS FOR REASONS OF COMMERCIAL SENSITIVITY AND THE FINANCIAL RISK TO THE COUNCIL IF THE CONTENTS ARE DISCLOSED.

THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH OTHERS AND NO COPIES SHOULD BE MADE.

14. The Property and Facilities Contract with Carillion (Pages 85 - 114)

1220

The information contained in the annex is exempt in that it falls within the following prescribed category:

3 – information relating to the financial or business affairs of any particular person (including the authority holding that information)

It is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would distort the proper competitive dialogue process between the authority with another party for the purposes described and would prejudice the position of the authority in those negotiations and other negotiations of a similar nature in future.

Deputy Director Mark Kemp will present a report (**PSC14**) giving the background to the rationale behind the current property and facilities contract which commenced in July 2012, reflecting on the first year's performance and providing key performance indicator information.

The Performance Scrutiny Committee notes the performance of Carillion in the first year of the property and facilities contract and recognises both the successes and areas for improvement moving forward.

CLOSE OF MEETING

12.50 pm

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.