



To: **Members of the Joint Audit & Governance and Performance Scrutiny
(Transformation) Sub-Committee**

***Notice of a Meeting of the Joint Audit & Governance
and Performance Scrutiny (Transformation) Sub-
Committee***

Thursday, 18 April 2019 at 10.00 am

Rooms 1&2 - County Hall, New Road, Oxford OX1 1ND

Yvonne Rees
Chief Executive

April 2019

Committee Officer: **Colm Ó Caomhánaigh, Tel 07393 001096; E-mail:
colm.ocaomhanaigh@oxfordshire.gov.uk**

Membership

Chairman – Councillor Liz Brighthouse OBE
Deputy Chairman - Councillor Nick Carter (in the chair for this meeting)

Councillors

Paul Buckley
Mike Fox-Davies

Tony Ilott
Liz Leffman

Charles Mathew
Glynis Phillips

Notes:

- **Date of next meeting: 13 June 2019**

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.

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, but please give as much notice as possible before the meeting.

AGENDA

1. Apologies for Absence and Temporary Appointments

2. Declarations of Interest - see guidance note

3. Minutes (Pages 1 - 4)

To approve the minutes of the meeting held on 17 January 2019 and to receive information arising from them.

4. Petitions and Public Address

5. Quarterly Review of the Transformation Programme (January - March 2019) (Pages 5 - 18)

10.05

To review overall programme progress covering January – March 2019 and to assess progress against the business case and design principles and any changes in the implementation strategy. This will also include:

- an overview of programme governance and decision-making processes
- an outline of savings made to date and forecast during the year (annex 1).

The Sub-committee is RECOMMENDED to note and comment on the report.

6. Interface between the Cherwell Partnership and Transformation Programme

10.55

To receive a presentation from the Assistant Chief Executive to cover the links between the transformation programme and the Cherwell Partnership.

7. Work Programme

11.15

The following are the next scheduled meetings of the Sub-committee:

13 June 2019

25 July 2019

17 October 2019
5 December 2019
