

Agenda

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Council

Date: **Monday 17 December 2012**

Time: **5.00 pm**

Place: **Council Chamber, Town Hall**

For any further information please contact:

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The meeting will also be available via a webcast. This means that people may choose to watch all or part of the meeting over the internet rather than attend in person. The webcast will be available to view on the City Council's website after the meeting.

Council

Membership

Lord Mayor

Councillor Alan Armitage

Deputy Lord Mayor

Councillor Mohammed Abbasi

Sheriff

Councillor Dee Sinclair

Councillor Mohammed Altaf-Khan

Councillor Antonia Bance

Councillor Laurence Baxter

Councillor Elise Benjamin

Councillor Tony Brett

Councillor Jim Campbell

Councillor Anne-Marie Canning

Councillor Bev Clack

Councillor Mary Clarkson

Councillor Colin Cook

Councillor Van Coulter

Councillor Steven Curran

Councillor Roy Darke

Councillor Jean Fooks

Councillor James Fry

Councillor John Goddard

Councillor Michael Gotch

Councillor Mick Haines

Councillor Sam Hollick

Councillor Rae Humberstone

Councillor Graham Jones

Councillor Pat Kennedy

Councillor Shah Khan

Councillor Ben Lloyd-Shogbesan

Councillor Mark Lygo

Councillor Sajjad Malik

Councillor Stuart McCready

Councillor Joe McManners

Councillor Mark Mills

Councillor Helen O'Hara

Councillor Susanna Pressel

Councillor Bob Price

Councillor Mike Rowley

Councillor Gwynneth Royce

Councillor David Rundle

Councillor Gill Sanders

Councillor Scott Seamons

Councillor Craig Simmons

Councillor Val Smith

Councillor John Tanner

Councillor Ed Turner

Councillor Oscar Van Nooijen

Councillor Ruth Wilkinson

Councillor David Williams

Councillor Dick Wolff

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SUMMONS

A meeting of the City Council will be held in the Council Chamber, Town Hall, on Monday 17 December 2012 at 5.00 pm to transact the business set out below.

Peter Sloman

Proper Officer

AGENDA

	Pages
1 MINUTES	1 - 48
Minutes of the:	
(a) Ordinary meeting held on 8 th October 2012	
(b) Special meeting held on 23 rd October 2012	
2 DECLARATIONS OF INTERESTS	
Members are asked to declare any disclosable pecuniary interests they may have in any of the following agenda items. Guidance on this is set out at the end of these agenda pages.	
3 APOLOGIES FOR ABSENCE	
4 APPOINTMENTS TO COMMITTEES	
Council is asked to appoint a Parish Representative to the Oxford City Council Standards Committee.	
The Chair of the Standards Committee will make a report to Council.	
5 LORD MAYOR'S ANNOUNCEMENTS	

6 SHERIFF'S ANNOUNCEMENTS

7 ANNOUNCEMENTS BY THE LEADER OF THE COUNCIL

8 ANNOUNCEMENTS BY THE CHIEF EXECUTIVE, THE CHIEF FINANCE OFFICER AND THE MONITORING OFFICER

9 ADDRESSES BY THE PUBLIC

To hear addresses from members of the public in accordance with Council Procedure Rule 11.8 for which the required notice (1.00pm on Thursday 13th December 2012) and the full wording of the address has been given to the Head of Law and Governance.

10 QUESTIONS BY THE PUBLIC

To hear questions from the public in accordance with Council Procedure Rule 11.9 to the Leader or other Members of the City Executive Board for which the required notice (1.00pm on Thursday 13th December 2012) and the full wording of the question has been given to the Head of Law and Governance, and to hear responses from those Members.

CITY EXECUTIVE BOARD RECOMMENDATIONS - ITEMS 11 TO 15

11 CULTURE STRATEGY 2012-15

49 - 90

The Head of Policy, Culture and Communications has submitted a report which provides background to the development of the Culture Strategy and an overview of the vision and priorities of the proposed Culture Strategy 2012-15.

This report was submitted to the City Executive Board on 12th September 2012 and an extract from the minutes of this meeting is also attached.

Council is asked to approve and adopt the new Culture Strategy 2012-15.

12 LOCAL COUNCIL TAX SUPPORT SCHEME

91 - 390

The Head of Customer Services submitted to the City Executive Board on the 23rd November 2012 a report (attached) which considered the feedback from the recent consultation on the proposed Local Council Tax Support Scheme and sought agreement of the principles of the new scheme to be drawn up for approval at this meeting of Council and to seek agreement of the Council Tax Discount and Exemption proposals for inclusion in the budget setting consultation.

An extract from the minutes of the City Executive Board held on 23rd November 2012 is also attached.

Also attached is a report detailing comments made by the Value and Performance Scrutiny Committee held on 27th November 2012.

Also attached for Council approval is the proposed Council Tax Reduction Scheme for People of Pensionable Age and the proposed Council Tax Reduction Scheme for Working Age People, both to take effect from 1st April 2013. The reason these schemes are detailed separately is purely administrative, as the scheme for people of pensionable age has been more highly prescribed by the Department for Communities and Local Government and the scheme for people of working age is largely determined by the Local Authority and will require annual review.

The final drafting of this scheme into an agreed format is still to happen.

Council is asked:

- (a) To approve the Council Tax Reduction Scheme for People of Pensionable Age and the Council Tax Reduction Scheme for Working Age People, both to take effect from 1st April 2013;
- (b) To agree for delegated authority to be given to the Head of Customer Services to enable minor editorial changes and corrections to be made prior to the schemes coming into effect on 1st April 2013.

13 TENANCY STRATEGY AND POLICY - APPROVAL

391 - 410

The Head of Housing has submitted a report which seeks approval of a Tenancy Strategy and Policy following consultation with partners, stakeholders, tenants and the public.

This report was submitted to the City Executive Board on 5th December 2012 and an extract from the minutes of this meeting is also attached.

Council is asked to adopt a Tenancy Strategy for Oxford City and a Tenancy Policy for Council homes.

14 URBAN BROADBAND FUND (PHASE TWO) - OXFORD SUPER CONNECTED CITIES BID

411 - 472

The Executive Director, Housing and Regeneration has submitted a report which provides information about the bid to the Government for £5m from the Urban Broadband Fund (Phase Two) Super Connected Cities Programme and recommends Council to agree the £300k capital commitment and £25k start up cost if the bid is successful.

This report was submitted to the City Executive Board on 5th December 2012 and an extract from the minutes of this meeting is also attached.

Council is asked to approve a £300k capital commitment and £25k start up cost if the bid is successful.

15 OXFORD HERITAGE ASSETS REGISTER - CRITERIA AND

473 - 492

PROCESS

The Head of City Development has submitted a report which provides information on considerations for the Oxford Heritage assets criteria, nomination process and character statements formats arising from East and West Area Planning Committees.

This report was submitted to the City Executive Board on 5th December 2012 and an extract from the minutes of this meeting is also attached.

Council is asked to endorse the proposal for a Heritage Assets Register and adopt the proposed criteria and selection process.

Note of the Monitoring Officer: The adoption of these arrangements is an Executive Function. The arrangements were adopted by the City Executive Board. If Council does not wish to endorse the arrangements it must refer the matter back to the City Executive Board. In addition, in order to give effect to the adopted arrangements the following constitutional arrangements must be agreed:

That Council agree that:

- (1) The Area Planning Committees be authorised to decide whether or not to add heritage assets to the local list in the contexts of dealing with an individual planning applications and that their terms of reference be amended accordingly.
- (2) That the Leader agrees to amend the Scheme of Delegation such that the decision whether or not to add a heritage asset to the local list other than in the context of dealing with an individual planning application be reserved for single Executive Member Decision.

16 CITY EXECUTIVE BOARD DECISIONS (MINUTES) AND SINGLE EXECUTIVE MEMBER DECISIONS (MINUTES)

493 - 506

This item has a time limit of 15 minutes.

City Executive Board decisions (Minutes)

- (1) Minutes of the meeting held on 23rd November 2012
- (2) Minutes of the meeting held on 5th December 2012

Single Executive Member decisions (Minutes)

- (1) Minutes of the Single Executive Member Decision Meeting (Board Member, Finance and Efficiency) held on 11th October 2012.

17 RECOMMENDATIONS AND REPORTS FROM SCRUTINY AND OTHER COMMITTEES

None submitted.

18 QUESTIONS ON NOTICE FROM MEMBERS OF COUNCIL

Questions on notice under Council Procedure Rule 11.10(b) may be asked of the Lord Mayor, a Member of the City Executive Board or the Chair of a Committee.

Questions on notice must, by the Constitution, be notified to the Head of Law and Governance by no later than 9.30am on Friday 14th December 2012.

Full details of any questions for which the required notice has been given will be circulated to Members of Council before the meeting.

19 STATEMENTS ON NOTICE FROM MEMBERS OF COUNCIL

Statements on Notice under Council Procedure Rule 11.10(b) may be made. Statements do not need to be directed to a specific Councillor.

Statements on notice must, by the Constitution, be notified to the Head of Law and Governance by no later than 9.30am on Friday 14th December 2012.

Full details of any statements for which the required notice has been given will be circulated to Members of Council before the meeting.

20 PETITION - PORT MEADOW, OXFORD - DAMAGED VIEW

507 - 512

The Head of Law and Governance has submitted a report which advises on the procedure that Council needs to follow under the Council's Petitions Scheme in respect of large petitions, and to provide information specifically on the petition entitled "Port Meadow, Oxford- Damaged view".

Council is being recommended to follow the procedure for large petitions by hearing the head petitioner and to then debate the petition and decide how to advise the Executive.

21 MOTIONS ON NOTICE

513 - 534

Council Procedure Rule 11.14 refers. The Motions (listed in the order received) that have been notified to the Head of Law and Governance by the deadline of 1.00pm on Wednesday 5th December 2012 are attached to this agenda.

22 REPORTS AND QUESTIONS ABOUT ORGANISATIONS THE COUNCIL IS REPRESENTED ON

23 COMMUNITY INFRASTRUCTURE LEVY (CIL) DRAFT CHARGING SCHEDULE

535 - 564

The Head of City Development has submitted a report which seeks approval to publish the Community Infrastructure Levy (CIL) Draft Charging Schedule for consultation and subsequent submission for Examination.

Council is asked to:

- (1) approve the CIL Draft Charging Schedule for consultation under Regulation 16 of the Community Infrastructure Levy Regulations 2010 (amended 2011 and 2012);
- (2) approve the CIL Draft Charging Schedule for submission to the Secretary of State under Regulation 19 of the Community Infrastructure Levy Regulations 2010 (amended 2011 and 2012) ;
- (3) authorise the Head of City Development to make any necessary editorial corrections to the document before publication and submission; and
- (4) approve a CIL instalments policy to facilitate CIL implementation.

24 BARTON AREA ACTION PLAN - INSPECTORS REPORT

565 - 662

The Head of City Development has submitted a report which seeks approval of the Barton Area action Plan.

Council is asked:

- (1) To note the conclusions and recommendations of the Inspector's Report on the examination into the Barton Area Action Plan (AAP);
- (2) To adopt the Barton AAP as part of Oxford's Local Plan;
- (3) To endorse the AAP's associated documents as part of the AAP adoption (including the Sustainability Appraisal and Habitats Regulations Assessment Adoption Statement and Equalities Impact Assessment).

25 COUNCIL TAX BASE 2013/14

The Head of Finance will submit a report (circulated separately) the purpose of which is to set the "Council Tax Base" for 2013/14 as required by Section 33 of the Local Government Finance Act 1992 and the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended).

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

¹Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.