

# Agenda

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## Council

Date: **Monday 30 September 2013**

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Time: **5.00 pm**

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Place: **Council Chamber, Town Hall**

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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 Dee Sinclair

Deputy Lord Mayor

Councillor Tony Brett

Sheriff

Councillor Mohammed Abbasi

Councillor Mohammed Altaf-Khan

Councillor Laurence Baxter

Councillor Elise Benjamin

Councillor Susan Brown

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 Mark Mills

Councillor Helen O'Hara

Councillor Michele Paule

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 Louise Upton

Councillor Oscar Van Nooijen

Councillor Ruth Wilkinson

Councillor David Williams

Councillor Dick Wolff

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- Subscribed to electronically by registering online at [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)
- Sent to you in hard copy form upon payment of an annual subscription.

## SUMMONS

A meeting of the City Council will be held in the Council Chamber, Town Hall, on Monday 30 September 2013 at 5.00 pm to transact the business set out below.

*Peter Sloman*

Proper Officer

## AGENDA

	<b>Pages</b>
<b>1 APOLOGIES FOR ABSENCE</b>	
<b>2 DECLARATIONS OF INTEREST</b>	
<b>3 MINUTES</b>	1 - 52
Minutes of the ordinary meeting of Council held on 24 <sup>th</sup> June 2013.	
<b>4 APPOINTMENTS TO COMMITTEES</b>	
<b>5 ANNOUNCEMENTS</b>	53 - 54
Announcements by:	
(1) The Lord Mayor	
(2) The Sheriff	
(3) The Leader of the Council	
(4) Chief Executive, Chief Finance Officer, Monitoring Officer	
The Chief Executive has been supplied with and has submitted the results of the North Ward By-election held on 19 <sup>th</sup> September 2013.	

## **6 PUBLIC ADDRESSES AND QUESTIONS THAT RELATE TO MATTERS FOR DECISION AT THIS MEETING**

Public addresses and questions received in accordance with Council Procedure Rule 11.10 and 11.11. The full text of any address or question must be received by the Head of Law and Governance by 5.00pm on Tuesday 24<sup>th</sup> September 2013.

Full details of the addresses and questions submitted by the deadline will be provided separately prior to the meeting.

### **CITY EXECUTIVE BOARD RECOMMENDATIONS - ITEMS 7 TO 13**

## **7 PAVILIONS PROGRAMME - PROJECT APPROVAL**

55 - 80

The Head of Leisure, Parks and Communities has submitted a report which details the Pavilions Programme and seeks Project Approval.

This report was presented to the City Executive Board on 10<sup>th</sup> July 2013. An extract from the minutes of this meeting is also attached.

Council is asked to approve an increase to the project budget to £3.143 million subject to securing external funding, and the Capital and Asset Management Group agreeing the virements noted in Appendix 1 of the report.

## **8 HOMELESS ACCOMMODATION SUPPLY**

81 - 104

The Head of Housing and Property Services has submitted a report which details recommendations to improve the supply of suitable temporary accommodation in order to meet the Council's duties to homeless households.

This report was presented to the City Executive Board on 11<sup>th</sup> September 2013. An extract from the minutes of this meeting is attached.

Council is asked:

- (a) To agree that the 2013/14 General Fund Capital Budget be updated with the inclusion of a new scheme, namely "Homeless Property Acquisitions", estimated at £5 million, funded from borrowing, and to include a further £5 million budget in 2014/15;
- (b) To approve an increase in the General Fund external borrowing of up to £10 million to finance capital expenditure.

## **9 ALLOCATIONS REVIEW AND CHANGES TO THE ALLOCATIONS SCHEME**

105 - 222

The Head of Housing and Property Services has submitted a report which

seeks approval for the proposed new Allocations Scheme.

This report was presented to the City Executive Board on 11<sup>th</sup> September 2013. An extract from the minutes of this meeting is attached.

Council is asked to approve the proposed new Allocations Scheme as amended.

**10 TRANSFER OF CASH AND ASSETS BETWEEN THE HOUSING REVENUE ACCOUNT (HRA) AND THE GENERAL FUND**

223 - 246

The Head of Finance has submitted a report which seeks approval to transfer assets from the HRA to the General Fund, together with a proportion of HRA cash balances.

This report was presented to the City Executive Board on 11<sup>th</sup> September 2013. An extract from the minutes of this meeting is attached.

Council is asked:

- (1) To transfer the non-dwelling assets identified in Appendix B to the report with a net book value of around £18 million from the HRA to the General Fund;
- (2) To transfer with immediate effect, cash balances of £7 million from the HRA to the General Fund in order to fund future projects that achieve on-going General Fund savings.

**11 STATEMENT OF GAMBLING AND LICENSING POLICY**

247 - 310

The Head of Environmental Development has submitted a report which details the recommendation of the Licensing and Gambling Acts Committee of 5<sup>th</sup> September 2013 in relation to the draft revised Statement of Gambling Licensing Policy.

This report was presented to the City Executive Board on 11<sup>th</sup> September 2013. An extract from the minutes of this meeting is attached.

Council is asked to approve the recommendation of the Licensing and Gambling Acts Committee that the draft revised Statement of Gambling Licensing Policy be adopted.

**12 HACKNEY CARRIAGES AND PRIVATE HIRE VEHICLES: AGE LIMITS AND EURO EMISSIONS**

311 - 418

The Head of Environmental Development has submitted a report which asks Council to consider the recommendation of the General Purposes Licensing Committee of 5<sup>th</sup> September 2013 in relation to the proposed amendments to the "Conditions of Fitness" applicable to the licensing of hackney carriages and private hire vehicles.

This report was presented to the City Executive Board on 11<sup>th</sup> September

2013. An extract from the minutes of this meeting is attached.

Council is asked to approve the recommendation of the Licensing and Gambling Acts Committee to approve the "Conditions of fitness" application the licensing of hackney carriages and private hire vehicles.

**13 POLICY ON HACKNEY CARRIAGE QUANTITY CONTROL**

419 - 442

The Head of Environmental Development has submitted a report which asks Council to consider the recommendation of the General Purposes Licensing Committee of 21<sup>st</sup> May 2013 in relation to the Policy on Hackney Carriage Quantity Control

This report was presented to the City Executive Board on 11<sup>th</sup> September 2013. An extract from the minutes of this meeting is attached.

Council is asked to:

- (1) approve the recommendation of the General Purposes Licensing Committee that accepted the conclusions of the Hackney Carriage "Unmet Demand" survey report prepared by Halcrow Group Limited, that there is currently no significant unmet demand for hackney carriage vehicles;
- (2) agree that there is currently no significant demand for the services of hackney carriage vehicles which is unmet and to therefore resolve to maintain the Council's policy of quantity control on the number of hackney carriage vehicle licences; and
- (3) agree that a further Unmet Demand survey be commissioned in 2015, subject to any future changes to legislation.

**OFFICER REPORTS - ITEMS 14 TO 16**

**14 PARTNERSHIP REPORTING TO COUNCIL**

443 - 448

The Head of Law and Governance has submitted a report which addresses the request of the Leader at the June 2013 Council meeting that a proposal be brought forward as to how Council Procedure Rule 11.14 might pro-actively be used to highlight the work of significant partnerships.

Council is asked to approve the procedures for partnership reporting to ordinary meetings of Council, and the consequent amendment to Council Procedure Rule 11.14.

**15 COMMUNITY INFRASTRUCTURE LEVY (CIL) - APPROVAL**

449 - 472

The Head of City Development has submitted a report which seeks approval to: the CIL Charging Schedule, the date on which the CIL will come into effect, and the revised CIL instalments policy.

Council is asked to:

- (a) Approve the CIL Charging Schedule in line with the recommendation of the independent examiner;
- (b) Approve the revised CIL instalments policy;
- (c) Approve the date on which the CIL will come into effect.

## **16 GOVERNANCE REVIEW - PROTOCOLS**

473 - 498

The Head of Law and Governance has submitted a report which presents an updated Code on Councillor-Officer Relations and Publicity as part of the Governance Review which was considered by Council at its meeting on 22<sup>nd</sup> April 2013. It also presents a draft Councillor Call for Action Protocol.

Council is asked to:

- (1) Approve and adopt the revised Code on Councillor-Officer Relations and Publicity;
- (2) Approve the draft Councillor Call for Action Protocol subject to any amendments required by the Scrutiny Committee; and
- (3) Authorise the Head of Law & Governance to make the necessary changes to the Constitution to give effect to the recommendations arising from the report.

## **17 CITY EXECUTIVE BOARD MINUTES**

499 - 530

Minutes of the City Executive Board held on:

- (a) 10<sup>th</sup> July 2013
- (b) 31<sup>st</sup> July 2013
- (c) 11<sup>th</sup> September 2013

## **18 QUESTIONS ON NOTICE FROM MEMBERS OF COUNCIL**

Questions on notice under Council Procedure Rule 11.9(b) may be asked of Lord Mayor, a Member of the City Executive Board or the Chair of Committee.

Questions on notice must, by the Constitution be notified to the Head of Law and Governance by no later than 1.00pm on Monday 23<sup>rd</sup> September 2013.

Full details of any questions and responses will be circulated prior to the meeting.

## **PART 2 - PUBLIC INVOLVEMENT AND SCRUTINY**

### **19 PUBLIC ADDRESSES AND QUESTIONS THAT DO NOT RELATE TO MATTERS FOR DECISION AT THE COUNCIL MEETING**

Public addresses and questions received in accordance with Council Procedure Rule 11.10 and 11.11. The full text of any address or question must be received by the Head of Law and Governance by 5.00pm on Tuesday 24<sup>th</sup> September 2013.

Full details of the addresses and questions submitted by the deadline will be provided separately prior to the meeting.

### **20 PETITIONS**

None submitted for consideration.

### **21 OUTSIDE ORGANISATION REPORTS AND QUESTIONS**

531 - 536

#### **(a) Oxfordshire Local Enterprise Partnership**

The Head of Policy, Culture and Communications has submitted a report which informs members of the work of the Oxfordshire Local Enterprise Partnership and to answer questions about the work of the Partnership.

Council is asked to comment on and note the report.

#### **(b) Reports from and questions to, Members representing the Council on outside organisations.**

### **22 SCRUTINY COMMITTEE BRIEFING**

537 - 552

The Chair of the Scrutiny Committee has submitted a report which updates Council on the activities of scrutiny and other non-executive Councillors since the Committee was appointed in May 2013.

Council is asked to comment on and note the report.

## **PART 3 - MOTIONS REPRESENTING THE CITY**

### **23 MOTIONS ON NOTICE**

553 - 558

Council Procedure Rule 11.16 refers.

Motions received by the Head of Law and Governance by the deadline of 1.00pm on Wednesday 18<sup>th</sup> September 2013 are attached to this agenda.



## 24 MATTERS EXEMPT FROM PUBLICATION

If Council wishes to exclude the press and the public from the meeting during consideration of any aspects of the preceding agenda items it will be necessary for Council to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 specifying the grounds on which their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Part 1 of Schedule 12A of the Act if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**(The Access to Information Procedure Rules – Section 15 of the Council’s Constitution – sets out the conditions under which the public can be excluded from meetings of the Council).**

## **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.

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<sup>1</sup>Disclosable 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.