

Agenda

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Council

Date: **Thursday 29 September 2016**

Time: **5.00 pm**

Place: **Council Chamber, Town Hall**

For any further information please contact:

**Jennifer Thompson, Committee and Members Services
Officer**

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Council

Membership

Lord Mayor	Councillor Mohammed Altaf-Khan	
Deputy Lord Mayor	Councillor Rae Humberstone	
Sheriff	Councillor Susan Brown	
Members	Councillor Colin Cook	Councillor Sajjad Malik
	Councillor Mohammed Abbasi	Councillor Chewe Munkonge
	Councillor Farida Anwar	Councillor Michele Paule
	Councillor Jamila Begum Azad	Councillor Jennifer Pegg
	Councillor Ruthi Brandt	Councillor Susanna Pressel
	Councillor Nigel Chapman	Councillor Bob Price
	Councillor Mary Clarkson	Councillor Mike Rowley
	Councillor Van Coulter	Councillor Gill Sanders
	Councillor Steven Curran	Councillor Christine Simm
	Councillor Jean Fooks	Councillor Craig Simmons
	Councillor James Fry	Councillor Dee Sinclair
	Councillor Andrew Gant	Councillor Linda Smith
	Councillor Stephen Goddard	Councillor John Tanner
	Councillor Angie Goff	Councillor Richard Tarver
	Councillor Mick Haines	Councillor Sian Taylor
	Councillor Tom Hayes	Councillor David Thomas
	Councillor David Henwood	Councillor Marie Tidball
	Councillor Alex Hollingsworth	Councillor Ed Turner
	Councillor Dan Iley-Williamson	Councillor Louise Upton
	Councillor Pat Kennedy	Councillor Elizabeth Wade
	Councillor Tom Landell Mills	Councillor Ruth Wilkinson
	Councillor Ben Lloyd-Shogbesan	Councillor Dick Wolff
	Councillor Mark Lygo	

The quorum for this meeting is 12 members.

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SUMMONS

A meeting of the City Council will be held in the Council Chamber, Town Hall, on Thursday 29 September 2016 at 5.00 pm to transact the business set out below.



Proper Officer

AGENDA

	Pages
PART 1 - PUBLIC BUSINESS	
1 APOLOGIES FOR ABSENCE	
2 DECLARATIONS OF INTEREST	
3 MINUTES	17 - 26
Minutes of the ordinary meeting of Council held on 25 July 2016.	
Council is asked to approve the minutes as a correct record.	
4 APPOINTMENT TO COMMITTEES	
There are no proposed changes to committee membership. Any notification after publication of the agenda will be circulated with the briefing note.	
5 ANNOUNCEMENTS	
Announcements by:	
(1) The Lord Mayor	
(2) The Sheriff	
(3) The Leader of the Council	
The Leader of the Council will also call on Councillor Rowley to make a statement to Council.	
(4) The Chief Executive, Chief Finance Officer, Monitoring Officer	

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

Public addresses and questions to the Leader or other Board member received in accordance with Council Procedure Rule 11.11 and 11.12 relating to matters for decision on this agenda.

The request to speak accompanied by the full text of the address or question must be received by the Head of Law and Governance by 5.00 pm on Friday 23 September.

The briefing note will contain the text of addresses and questions submitted by the deadline, and written responses where available.

A total of 45 minutes is available for both public speaking items. Responses are included in this time. Up to five minutes is available for each public address and three minutes for each question.

CITY EXECUTIVE BOARD RECOMMENDATIONS

7 SUBMISSION TO ERDF INNOVATION CALL FOR OXFORDSHIRE

27 - 40

The Executive Director, Regeneration and Housing submitted a report to the City Executive Board on 15 September 2016 which requested approval to commit match funding towards the Oxford City Council led element of the ERDF Innovation allocation for Oxfordshire if funds are successfully awarded.

The report and appendices are attached. The relevant Executive Board minute is attached later in the agenda.

The Board member will move the recommendation.

Recommendation:

The City Executive Board recommends Council to approve the required match funding to deliver the capital (£33,939) and revenue (£45,000) elements of the projects detailed in this report.

8 QUARTERLY INTEGRATED PERFORMANCE 2016/17 - Q1

41 - 46

The Head of Financial Services submitted a report to the City Executive Board on 15 September to update Members on the Council's Financial Risk and Performance as at 30 June 2016.

The report is attached and the Council decision is referenced in paragraph 12. Appendices are available as part of the Executive Board agenda and are not directly relevant to this decision. The relevant Executive Board minute is attached later in the agenda.

The Board member will move the recommendation.

Recommendation:

The City Executive Board recommends that Council approve the additional budget of £0.118 million and £0.399 million for Super Connected Cities and Disabled Facilities Grant expenditure (*respectively*) to be financed from external grant funding in accordance with paragraph 12 of the report.

9 REVIEW OF BUILDING CONTROL FEES AND CHARGES 2016

47 - 58

The Head of Planning and Regulatory Service submitted a report to the City Executive Board on 15 September setting out revised Building Control application fees and introducing one new charge.

The Council's Constitution provides that the Executive Board can set fees and charges (to the extent that the budget has not set fees and charges) for executive functions. In-year changes to fees and charges have to be referred to Council for decision.

The report is attached. The relevant Executive Board minute is attached later in the agenda.

The Board member will move the recommendation.

Recommendation:

The City Executive Board recommends Council to approve the proposed Building Control application fees and charges to take effect from 30 September 2016.

10 TREASURY MANAGEMENT ANNUAL REPORT 2015/2016

59 - 70

The Head of Financial Services submitted a report to the City Executive Board on 15 September 2016 which sets out the Council's treasury management activity and performance for the financial year 2015/2016.

The report also identifies some reductions in interest rates in 2016/17 and recommends a change to the Treasury Strategy for 2016/17 which is a matter for Council.

The report and appendices are attached. The relevant Executive Board minute is attached later in the agenda.

The Board member will move the recommendation.

Recommendation:

The City Executive Board recommends that Council approve the amendment to the Specified Investments list attached at Appendix 1 and paragraphs 35 – 37 of the report.

COMMITTEE RECOMMENDATIONS**11 HACKNEY CARRIAGE & PRIVATE HIRE: PROPOSALS TO AMEND THE CRITERIA AND CONDITIONS APPLICABLE - SAFEGUARDING 71 - 118**

The Head of Community Services submitted a report to the General Purposes Licensing Committee on 20 September to seek the approval of amendments to the criteria applicable to the Hackney Carriage and Private Hire trades in order to promote safeguarding and awareness of safeguarding.

The proposals that require the approval of this Committee and Council are:

- The introduction of Mandatory Safeguarding Awareness Training to be attended by all licensed drivers.
- Requiring all drivers to sign up to the Enhanced Disclosure and Barring Services (DBS) Update Service.

The report and the relevant minute of the committee are attached.

The Chair of the General Purposes Licensing Committee will move the recommendation.

Recommendation:

The General Purposes Licensing Committee recommends that Council adopt the amendments to the criteria applicable to the Hackney Carriage and Private Hire trades as set out in the report and appendix.

OFFICER REPORTS**12 APPOINTMENT OF MONITORING OFFICER AND RETURNING OFFICER 119 - 120**

The Chief Executive has submitted a report recommending changes to the appointments of statutory officers.

The Leader of the Council will move the recommendations.

Council is recommended to

1. Approve the appointment of Peter Sloman, Chief Executive as the Council's Returning Officer and Electoral Registration Officer
- 1.
2. Approve the designation of the Lindsay Cane, Acting Head of Law & Governance as the Council's Monitoring Officer.

13 ATTENDANCE MANAGEMENT POLICY AND PROCEDURE

121 - 154

The Head of Business Improvement has submitted a report to approve the implementation of a revised Attendance Management Policy and Procedure.

The Board member for Customer and Corporate Services will move the recommendations and the Chief Executive will answer any questions.

Recommendations: That Council resolves to:

1. **Approve** the Attendance Management Policy and Procedure attached at Appendix 1 with immediate effect.
- 2.
2. **Delegate authority** to the Head of Business Improvement to amend the policies to reflect administrative changes and to correct any factual or legal errors.

QUESTIONS

14 CITY EXECUTIVE BOARD MINUTES

This item has a time limit of 15 minutes.

Councillors may ask the Board Members questions about matters in these minutes.

a Minutes of meeting Thursday 14 July 2016 of City Executive Board

155 - 162

b Minutes of meeting Monday 8 August 2016 of City Executive Board

163 - 166

c Minutes of meeting Thursday 15 September 2016 of City Executive Board

167 - 178

15 QUESTIONS ON NOTICE FROM MEMBERS OF COUNCIL

Questions on notice from councillors received in accordance with Council Procedure Rule 11.10(b).

Questions on notice may be asked of the Lord Mayor, a Member of the City Executive Board or a Chair of a Committee. One supplementary question may be asked at the meeting.

The full text of questions must be received by the Head of Law and Governance by no later than 1.00pm on Thursday 22 September.

The briefing note will contain all questions submitted by the deadline, and written responses where available.

PART 2 - PUBLIC INVOLVEMENT AND SCRUTINY

16 PUBLIC ADDRESSES AND QUESTIONS THAT DO NOT RELATE TO MATTERS FOR DECISION AT THIS COUNCIL MEETING

Public addresses and questions to the Leader or other Board member received in accordance with Council Procedure Rule 11.11 and 11.12 and not related to matters for decision on this agenda.

The request to speak accompanied by the full text of the address or question must be received by the Head of Law and Governance by 5.00 pm on Friday 23 September.

The briefing note will contain the text of addresses and questions submitted by the deadline, and written responses where available.

A total of 45 minutes is available for both public speaking items. Responses are included in this time. Up to five minutes is available for each public address and three minutes for each question.

17 OUTSIDE ORGANISATION/COMMITTEE CHAIR REPORTS AND QUESTIONS

179 - 182

On behalf of Councillor Tanner, Board member for Clean and Green Oxford, the Environmental Sustainability Manager has submitted a report on the work of the Oxford Environment Partnership.

Recommendation

Council to note the content of the report

Each ordinary meeting of Council shall normally receive a written report concerning the work of one of the partnerships on which the Council is represented.

The programme of reporting at future meetings will be:

- December 2016: Oxfordshire Local Enterprise Partnership
- February 2017: Oxfordshire Partnerships report (covering all partnerships)

- April 2017: Oxfordshire Strategic Partnership

Members who are Council representatives on external bodies or Chairs of Council Committees who consider that a significant decision or event has taken place, will give notice to the Acting Head of Law and Governance by 1.00 pm on Monday 26 September that they wish present a written or oral report on the event or the significant decision and how it may influence future events.

18 **SCRUTINY COMMITTEE ANNUAL REPORT**

183 - 198

On behalf of the Scrutiny Committee the Scrutiny Officer has submitted the Committee's annual report for 2015/16.

The current Chair of the Committee, Councillor Gant, and the Chair of the Committee for 2015/16, Councillor Simmons, will introduce this report and answer questions.

Council is invited to comment on and note the report.

PART 3 - MOTIONS REPRESENTING THE CITY

19 **MOTIONS ON NOTICE**

This item has a time limit of 60 minutes.

The full text of motions received by the Acting Head of Law and Governance in accordance with Council Procedure Rule 11.17 by the deadline of 1.00pm on Monday 19 September is below. Motions will be taken in turn from the Liberal Democrat, Green, and Labour groups in that order.

Substantive amendments to these motions must be sent by councillors to the Acting Head of Law and Governance by no later than 10.00am on Wednesday 28 September so that they may be circulated with the briefing note.

Minor technical or limited wording amendments may be submitted during the meeting but must be written down and circulated.

Council is asked to consider the following motions:

1. Local Government reorganisation (proposed by Councillor Gant, seconded by Councillor Fooks)

Liberal Democrat member motion

Council notes that government is still open to practical suggestions for local government reorganisation. Council notes that the benefits are far more likely to be achieved if council leaders in Oxfordshire

are serious about reaching a consensus.

Council also notes that both of the recently-commissioned reports identified strengths and weaknesses in each proposal, and made recommendations for addressing them.

Council believes these recommendations are capable of forming the basis for further discussion.

Council therefore:

Calls on all council leaders in the county to resume talks about a workable model of local government reorganisation, with the express intention of reaching a workable consensus, and with the primary objective of achieving the best outcomes for the people of Oxford in terms of service delivery and efficiencies, while ensuring local accountability is retained or enhanced.

Calls on the leader of Oxford City Council to play a full and constructive part in such talks.

2. Banning Glyphosate (proposed by Councillor Brandt, seconded by Councillor Thomas)

Green member motion

This Council notes that there is growing evidence that glyphosate is a higher health risk than previously assumed, and that the World Health Organisation has recently upgraded glyphosate to 'probably carcinogenic to humans'*.

It further notes that other local councils in Britain - Hammersmith & Fulham being the most recent - have already decided to ban the use of glyphosate and other chemicals from all their own operations. This is in the wake of large cities all over the world - such as Barcelona, Hamburg and Paris - who have already decided on a ban, and the Netherlands and Denmark, which have banned the use of glyphosate in urban areas.

In light of the known risk to human health, this Council resolves to ask the City Executive Board to follow the precautionary principle and:

1. Pledge to cut out the use of glyphosate completely from all its in-house operations (including in Parks, and Streetscene) within one year.
2. Consider the one year period until the ban takes effect as a testing period, during which the council will test non-chemical and mechanical alternatives to glyphosate. Banning glyphosate will not result in increased use of other chemical weed-killers.

3. Use the opportunity of the end of the current weed spraying contract in April 2017 to request the contractor ceases to use glyphosate, or find another local contractor who will abide by a glyphosate ban.
4. Grant an exception to the above ban regarding the control of Japanese knotweed, or other invasive species, where there are currently no effective mechanical techniques available. However, in this case glyphosate will only be stem-injected, rather than sprayed, to reduce its spread in the environment.

** "The IARC Working Group that conducted the evaluation considered the significant findings from the US EPA report and several more recent positive results in concluding that there is sufficient evidence of carcinogenicity in experimental animals. Glyphosate also caused DNA and chromosomal damage in human cells, although it gave negative results in tests using bacteria." (International Agency for Cancer Research (IACR), WHO, Monograph Volume 112: evaluation of five organophosphate insecticides and herbicides, 20th May 2015.*

<http://www.iarc.fr/en/media-centre/iarcnews/pdf/MonographVolume112.pdf>

3. Housing Benefit (proposed by Councillor Hollingsworth, seconder: to be notified in the briefing note.)

Labour member motion

Council notes that the government has made a statement about the future of housing benefit in supported accommodation. Council believes that while the government's proposed delay in the restriction of housing benefit to the level of the Local Housing Allowance until 2019/20 is welcome, this change still runs the risk of jeopardising the future of hostels and other services such as refuges. Council believes that the proposed restriction of rents to the LHA level, with the remainder funded by a "top up" of funds locally, relies upon making an adequate level of funding available locally, and also giving certainty to supported accommodation providers to allow them to plan and invest. Council regrets the decision to insist upon a 1% rent reduction in supported housing for each of the next three years, and believes that, at a time of cuts to other public funding, this will impose unacceptable pressure upon hostel providers in Oxford and elsewhere. Council resolves to ask the Leader and Chief Executive to make appropriate representations to our local MPs, and also respond robustly to the forthcoming government consultation on this issue.

4. Refugees and Immigration (proposed by Councillor Landell Mills, seconded by Councillor Goddard)

Liberal Democrat member motion

Council notes:

1. The refugee crisis over the summer including refugees from Syria but also from other countries; the publication of a House of Lords report on unaccompanied migrant children in July 2016 and the visit by a delegation of senior local government figures to the Calais 'jungle' migrant camp in August 2016.
2. That an estimated 88,000 unaccompanied children are believed to be travelling through continental Europe, falling prey to exploitation and abuse.
3. and celebrates the generous response of Oxford residents at the 'Refugees Welcome' event last September and the excellent ongoing work of Asylum Welcome and other refugee organisations, and confirms its commitment to build on that spirit of welcome.
4. that Coventry City Council initially undertook to accommodate 50 of the most vulnerable Syrian refugees, and now houses around 250 refugees.

Council believes and agrees:

1. That the UK must welcome its fair share of refugees to ease this crisis including unaccompanied refugee children.
2. That Oxford, as a city of sanctuary, should be at the forefront of the effort to promote safety and inclusion to people seeking refuge and sanctuary.
3. That refugees contribute a huge amount to local communities throughout the UK.
4. That, the whole process of resettlement - from assessment overseas, through placement with individual councils, to accessing essential services – must be rooted in the best interests of the child and adequately resourced.
5. That central Government should make additional funding available to local authorities to help with this and to build capacity, recognising pressures on housing and schools.
6. That, working together, local and central government can provide safety, stability and support to children in desperate need.
7. With the comments of David Simmons, Chair of the Local Government Association's Asylum, Refugee and Migration task group, that councils require more funding to cope with the resettlement challenges.

Council therefore:

1. Welcomes the central Government's commitment in the Immigration Act 2016 to create a resettlement scheme to bring

unaccompanied refugee children from continental Europe to safety in the UK, and calls council members to sign Liberty's statement of support, pressuring central government to honour its commitment without delay (<https://www.liberty-human-rights.org.uk/campaigning/protect-refugee-children>).

2. Recognises and supports the vital role that the city of Oxford can and should play in caring for children seeking sanctuary and commits to work with the County Council to offer resettlement places to unaccompanied refugee children as part of the implementation of the central Government scheme
3. Urges central Government, by writing to appropriate Ministers, to work closely with local government to ensure that councils have the funding and support to build the essential regional infrastructure necessary to secure the placement and support of children across the country, especially in relation to housing provision, educational needs, and English language provision, and help us build them a brighter, safer future.
4. Pledges its continued support for the Syrian Vulnerable Persons Relocation Scheme (SVPRS).

5. EUchoose: Oxford's future within the EU (proposed by Councillor Simmons, seconded by Councillor Wolff)

Green member motion

On 23rd June the people of Oxford expressed a strong preference for remaining within the EU. As a City Council, we believe it is right and proper that we do our utmost to represent the views of our electors to those ministers negotiating the UK's exit.

On the assumption that the UK Government are intending to push ahead with Brexit, we ask the Leader to write on behalf of the Council to the relevant ministers reminding them of the city's strong views on EU membership and asking them to consider whether a negotiated settlement can be reached which enables pro-EU regions, cities, companies, and individuals to 'opt in' to the EU - or aspects of it - should they choose to do so post-Brexit.

For example, a negotiated settlement could offer UK residents e-citizenship of the EU (similar to the service Estonia is already offering). It could allow certain companies who agreed to be bound by EU legislation preferential access to the single market and it could permit cities, such as Oxford, who wish to offer their citizens a higher level of social and environmental protection, to follow EU legislation where this exceeds those standards set out in UK law. For example, Oxford City Council could chose to stick with EU air quality standards were the UK to decide, as seems likely, to relax UK legislation post-Brexit.

6. Re-introduction of Grammar Schools (proposed by Councillor Sanders, seconded by Councillor Kennedy)

Labour member motion

This Council deplores the proposal put forward by Oxfordshire County Council's Cabinet Member for Children, Education and Families to put Oxfordshire forward to be one of the first counties in the country to re-introduce Grammar Schools.

This council declares its wholehearted opposition to this proposal and particularly before consultation with schools, teaching unions and other interested parties takes place.

20 MATTERS EXEMPT FROM PUBLICATION AND EXCLUSION OF THE PUBLIC

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)

UPDATES AND ADDITIONAL INFORMATION TO SUPPLEMENT THIS AGENDA ARE PUBLISHED IN THE COUNCIL BRIEFING NOTE.

Additional information, councillors' questions, public addresses and amendments to motions are published in a supplementary briefing note. The agenda and briefing note should be read together.

The Briefing Note is published as a supplement to the agenda. It is available on the Friday before the meeting and can be accessed along with the agenda on the council's website.

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.