

Briefing note and supplementary papers

Date: **Wednesday 19 May 2021**

Time: **5.00 pm**

Place: **Main Hall - Town Hall – in -person**

Instructions for accessing the Town Hall and for this meeting (in compliance with Covid regulations) and a seating plan circulated separately.

The Council agenda, reports, this briefing note, and any other supplementary papers should be considered together.

This briefing note forms part of the papers to be considered at the Council meeting. All papers for this meeting can be accessed through the council's website.

For further information please contact:

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

 01865 252275

 democraticservices@oxford.gov.uk

Briefing note

Information for councillors and additional papers to be considered.

Pages

PART 1 - PUBLIC BUSINESS

1 Extension of the terms of office of the current civic office holders

See main agenda

1a Election of Lord Mayor for the Council year 2021/22

Council is recommended to resolve to elect as Lord Mayor to the start of the Annual Council meeting in May 2022

- Councillor Mark Lygo.

1b Election of Deputy Lord Mayor for the Council year 2021/22

Council is recommended to elect as Deputy Lord Mayor to the start of the Annual Council meeting in May 2022

- Councillor Steve Goddard.

1c Election of Sheriff for the Council year 2021/22

Council is recommended to appoint as Sheriff to the start of the Annual Council meeting in May 2022

- Councillor Dick Wolf.

2 Apologies

3 Declarations of interest

To make any declarations of disclosable pecuniary interest relating to items on this agenda.

4 Announcements

5 Election of Council Leader

Council is asked to elect a Leader of Council in accordance with the Council's executive arrangements as set out in the Constitution for a term of office beginning immediately and ending at the annual Council meeting immediately following the end of their current term of office (i.e. either May 2022 or May 2024).

6 Report of the Leader of Council

Council will receive and note a report from the Leader.

OFFICER REPORTS

7 Appointment to Council Committees 2021/22

Main report and Appendix 1 – see main agenda.

Appendix 2 and Appendix 3 – attached here

Recommendations: Council is recommended to:

1. **Approve** the structure of the Council committees, as defined within the Council's constitution and set out in *Appendix 1: Committee structure*;
2. **Approve** the methods, calculations and conventions used in determining political representation on committees as outlined in the report and set out in *Appendix 2: Political proportionalities on Council committees 2021-22*;
3. **Approve** the appointment of nominated members to committees in accordance with the requirements of political proportionality and the nominations made by political groups, as set out in *Appendix 3: Committee nominations 2021-22*;
4. **Agree** that all members of Council will form the pool of members able to observe on appeals and some grievances panels;
5. **Appoint** three non-executive members to the Oxfordshire Growth Board Scrutiny Panel (see *Appendix 3: Committee nominations 2021-22*);
6. **Appoint** one non-executive member to the Joint Oxfordshire Health Overview and Scrutiny Committee (see *Appendix 3: Committee nominations 2021-22*).

Main
agenda
and
this
pack
page 5

8 Council scheme of delegation for 2021/22

Council is recommended to agree the Council's scheme of delegation for its responsibilities set out in Section 5 of the Council's Constitution dated 10 May 2021.

9 Conferring of title of Honorary Aldermen and Honorary Alderwomen of Oxford City Council

Council is recommended to agree to convene a special meeting to be held at a later date to confer the title of Honorary Alderwoman on Christine Simm and Honorary Alderman on Craig Simmons and John Tanner.

Main
agenda

10 Report of decisions taken under Parts 9.3(c) of the Constitution

Main
agenda

Council is asked to note the report setting out the decisions made by the Chief Executive using the urgency powers delegated to the Chief Executive in Part 9.3 of the Constitution taken since the last report to Council.

This briefing note is published as a supplement to the agenda and should be considered along with the agenda; reports; and other supplementary papers.

Appendix 2: Political proportionalities on Council committees 2020-21

The allocation of seats to political groups has been reviewed based on the political composition of the Council following elections held on 6 May 2021. The allocations are shown in Table A below:

Lab: 34

Lib Dem: 9

Green: 3

Non-grouped independent: 2

Table A: Committees subject to proportionality rules

Committee	Seats	Lab	Lib Dem	Green	Total	Balance
General Purposes Licensing Committee	15	11	3	1	15	0
Appointments Committee	5	4	1	0	5	0
Audit and Governance Committee	7	6	1	0	7	0
Investigation and Disciplinary Committee	4	3	1	0	4	0
Planning Committee	11	8	2	1	11	0
Planning Review Committee	9	6	2	1	9	0
Scrutiny Committee	12	9	2	1	12	0
Standards Committee	7	5	2	0	7	0
Total seats allocated	70	52	14	4	70	0
Rounded entitlement	71	52	14	5	71	+1
Real entitlement	70	51.74	13.70	4.57	70	0
Percentage of seats allocated		(74.29%)	(20%)	(5.71%)	(100)	0

Notes on the allocation of seats to groups:

- Initially 67 of the 70 seats were allocated to groups.
- The non-grouped independent councillors confirmed that they did not wish to take seats.
- The political balance was recalculated based on 46 members overall to exclude the impact that independent members have on overall proportionality.
- The final rounded entitlement of groups was 71 but only 70 seats were available.
- There were three groups with a rounded entitlement to an additional seat.
- The final two seats (on Audit and Governance and Standards) were allocated to the two groups with the strongest mathematical entitlement to an additional seat i.e. Labour Group (0.74) and the Lib Dem Group (0.70), with Labour Group having first preference and selecting Audit and Governance Committee.

Some committees are not subject to political proportionality. The allocation of seats on these committees is explained in paragraphs 13, 17 and 20 of the report and is set out in Table B below.

Table B: Committees not subject to proportionality rules

<i>Committee</i>	<i>Labour</i>	<i>Lib Dem</i>	<i>Green</i>	<i>Total</i>
Oxfordshire Joint Health Overview and Scrutiny Committee	1	0	0	1
Oxfordshire Growth Board Scrutiny Panel	1	1	1	3
Licensing and Gambling Acts Committee	11	3	1	15

Appendix 3: Committee nominations 2021-22

Committee	Labour	Liberal Democrat	Green
Oxfordshire Joint Health Overview and Scrutiny Committee (1 seat)	1. Amar Latif		
Oxfordshire Growth Board Scrutiny Panel (3)	1. Jabu Nala-Hartley	1. Katherine Miles	1. Lucy Pegg
Licensing and Gambling Acts Committee (15)	1. Mary Clarkson 2. Colin Cook 3. Tiago Corais 4. Barbara Coyne 5. Paula Dunne 6. Rae Humberstone 7. Mark Lygo 8. Edward Mundy 9. Ajaz Rehman 10. Imogen Thomas 11. Louise Upton	1. Katherine Miles 2. Andrew Gant 3. Liz Wade	1. Chris Jarvis
General Purposes Licensing Committee (15)	1. Mary Clarkson 2. Colin Cook 3. Tiago Corais 4. Barbara Coyne 5. Paula Dunne 6. Rae Humberstone 7. Mark Lygo 8. Edward Mundy 9. Ajaz Rehman 10. Imogen Thomas 11. Louise Upton	1. Katherine Miles 2. Andrew Gant 3. Liz Wade	1. Chris Jarvis
Appointments Committee (5)	1. Susan Brown 2. Alex Hollingsworth 3. Ajaz Rehman 4. Ed Turner	1. Andrew Gant	
Audit and Governance Committee (7)	1. Nigel Chapman 2. Tiago Corais 3. James Fry	1. Roz Smith	

	<ol style="list-style-type: none"> 4. Duncan Hall 5. Amar Latif 6. Chewe Munkonge 		
Investigation and Disciplinary Committee (4)	<ol style="list-style-type: none"> 1. Susan Brown 2. Mark Lygo 3. Susanna Pressel 	<ol style="list-style-type: none"> 1. Mohammed Altaf-Khan 	
Planning Committee (11)	<ol style="list-style-type: none"> 1. Evin Abrishami 2. Nigel Chapman 3. Colin Cook 4. Lizzy Diggins 5. Alex Hollingsworth 6. Jemima Hunt 7. Ajaz Rehman 8. Louise Upton 	<ol style="list-style-type: none"> 1. Mohammed Altaf-Khan 2. Laurence Fouweather 	<ol style="list-style-type: none"> 1. Lucy Pegg
Planning Review Committee (9)	<ol style="list-style-type: none"> 1. Barbara Coyne 2. Chewe Munkonge 3. Linda Smith 4. Imogen Thomas 5. Ed Turner 6. Naomi Waite 	<ol style="list-style-type: none"> 1. Roz Smith 2. Steve Goddard 	<ol style="list-style-type: none"> 1. Dick Wolff
Scrutiny Committee (12)	<ol style="list-style-type: none"> 1. Nigel Chapman 2. Tiago Corais 3. Hosnieh Djafari-Marbini 4. Paula Dunne 5. James Fry 6. Linda Smith 7. Imogen Thomas 8. Marie Tidball 9. Naomi Waite 	<ol style="list-style-type: none"> 1. Liz Wade 2. Chris Smowton 	<ol style="list-style-type: none"> 1. Dick Wolff
Standards Committee (7)	<ol style="list-style-type: none"> 1. Rae Humberstone 2. Mark Lygo 3. Edward Mundy 4. Susanna Pressel 5. Marie Tidball 	<ol style="list-style-type: none"> 1. Mohammed Altaf-Khan 2. Chris Smowton 	