

## Briefing note and supplementary papers

Date: **Monday 2 October 2023**

Time: **5.00 pm**

Place: **Council Chamber - Oxford Town Hall**

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. It contains additional information; councillors' questions, public addresses; and amendments to motions.

All papers for this meeting can be accessed through the council's website.

**For further information** please contact:

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*All public papers are available from the calendar link to this meeting once published*

# Briefing note

Information for councillors and additional papers to be considered.

		Pages
<b>PART 1 - PUBLIC BUSINESS</b>		
<b>1</b>	<b>Apologies for absence</b>	
<b>2</b>	<b>Declarations of interest</b>	
<b>3</b>	<b>Minutes</b>  Minutes of the ordinary meeting of Council held on 17 July 2023. <b>Council is asked to approve the minutes as a correct record.</b>	<b>Main agenda pack</b>
<b>4</b>	<b>Appointment to Committees</b>  The Head of Law and Governance has submitted a report which notifies Council of the amendments made to the membership of Committees since the initial appointments made at Council on 17 May 2023. <b>Recommendation:</b> That Council resolves to: 1. <b>Agree</b> the appointments to Committees.	<b>Main agenda pack</b>
<b>5</b>	<b>Announcements</b>  See main agenda frontsheet	
<b>6</b>	<b>Public addresses and questions that relate to matters for decision at this meeting</b>  None.	
<b>CABINET RECOMMENDATIONS</b>		
<b>7</b>	<b>Out of Hospital Care Team Provision</b>  The Executive Director (Communities and People) submitted a report to Cabinet on 13 September 2023 seeking authorisation to continue the Oxfordshire Out of Hospital Care Group through financing secured from the Better Care Fund and to seek delegated authority to award ongoing	<b>Main agenda pack</b>

contracts (with annual break clauses) for the provision of this service, subject to securing the necessary financing.

The Cabinet minutes are available at Item 16b.

Councillor Linda Smith, Cabinet Member for Housing, will present the report and present Cabinet's recommendations.

**Recommendation:** Cabinet recommends that Council resolves to:

1. **Approve** the allocation of £1.2 million to continue to fund the Oxfordshire Out of Hospital Care Model until 31<sup>st</sup> March 2024, using funding from the Better Care Fund.

## 8 Expansion of the Housing First Programme

The Executive Director (Communities and People) submitted a report to Cabinet on 9 August 2023 seeking approval for the expansion of the Housing First programme following a successful bid to the Single Homelessness Accommodation Programme.

The Cabinet minutes are available at Item 16a.

Councillor Linda Smith, Cabinet Member for Housing, will present the report and present Cabinet's recommendations.

**Recommendations:** Cabinet recommends that Council resolves to:

1. **Approve** the allocation of a £2,888,000 capital budget (of which £1,688,000 will be borrowed by the Housing Revenue Account) for the Council's investment to purchase the properties as part of the Single Homelessness Accommodation Programme as outlined in paragraph 19, the balance of which will be met by the SHAP grant;
2. **Approve** a budget allocation of £600,000 to cover revenue costs to commission support providers to deliver support for the 17 units of Housing First. The funding equates to 3 years' worth of revenue but is spread over 4 financial years (paragraph 18).

## 9 The Leys Pool and Leisure Centre

The Head of Community Services submitted a report to Cabinet on 13 September 2023 seeking to create a youth hub based in the currently under-utilised space at the Leys Pools & Leisure Centre. This would be made possible by utilising external funding for both capital (building works) and revenue (youth work). The project would be in partnership with Oxfordshire County Council.

The Cabinet minutes are available at Item 16b.

Councillor Chewe Munkonge, Cabinet Member for Leisure and Parks, will present the report and present Cabinet's recommendation.

**Recommendation:** Cabinet recommends that Council resolves to:

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1. **Approve** the addition of £1,120,199 into the capital programme together with £223,907 into the revenue budget for delivery of the project.

## 10 Park and Ride combined parking-and-bus ticket charges

*Appendix B to this item includes exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If Council wishes to discuss matters relating to the information set out in Appendix B to the report, it will be necessary for the Council to pass a resolution to exclude the press and public from the meeting (as set out at agenda item 21).*

The Executive Director (Development) submitted a report to Cabinet on 13 September 2023 seeking approval for permanent changes to the combined parking-and-bus ticket charges at Oxford City Council Park and Ride sites after the completion of a twelve-month trial period.

The Cabinet minutes are available at Item 16b.

Councillor Louise Upton, Cabinet Member for Planning and Healthier Communities and Councillor Ed Turner, Cabinet Member for Finance and Asset Management will present the report and present Cabinet's recommendations.

**Recommendation:** Cabinet recommends that Council resolves to:

1. **Approve** the continued use of combined parking and bus tickets at Oxford City Council Park and Ride sites at the current prices until April 2024, as per Option 1 in this report.

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## 11 Delivery of New Burial Space

*Appendices 2, 4 and 6 to this item include exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If Council wishes to discuss matters relating to the information set out in Appendices 2, 4 and 6 to the report, it will be necessary for the Council to pass a resolution to exclude the press and public from the meeting (as set out at agenda item 21).*

The Executive Director (Development) submitted a report to Cabinet on 13 September 2023 seeking approval for delivery of a new publicly accessible greenspace and burial meadow on land owned by the Council off Oxford Road towards Horspath including approval of the scheme, submission of planning application to South Oxfordshire District Council, Phase 1 delivery budget, and required property and legal procedures to deliver the scheme.

The Cabinet minutes are available at Item 16b.

Councillor Chewe Munkonge, Cabinet Member for Leisure and Parks,

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will present the report and present Cabinet's recommendations.

**Recommendation:** Cabinet recommends that Council resolves to:

1. **Approve** a capital budget of £2.4M for delivery of this scheme.

## 12 Local Authority Housing Fund - Round 2

*Appendix 3 to this item includes exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If Council wishes to discuss matters relating to the information set out in Appendix 3 to the report, it will be necessary for the Council to pass a resolution to exclude the press and public from the meeting (as set out at agenda item 21).*

The Executive Director (Communities and People) submitted a report to Cabinet on 13 September 2023 seeking approval to make available the required budget provision and the necessary project approval and delegations to enable the Council to proceed with entering into the national Local Authority Housing Fund Round 2.

The Cabinet minutes are available at Item 16b.

Councillor Linda Smith, Cabinet Member for Housing, will present the report and present Cabinet's recommendations.

**Recommendation:** Cabinet recommends that Council resolves to:

1. **Approve** the allocation of £1,863,100 capital budget from the Housing Revenue Account for the Council's investment to purchase the properties as part of Local Authority Housing Fund Round 2, with £1,069,860 being funded from HRA borrowing and the rest covered by grant of £793,240.

## 13 Northfield Hostel site - Additional 10 additional affordable homes

*Appendix 1 to this item includes exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If Council wishes to discuss matters relating to the information set out in Appendix 1 to the report, it will be necessary for the Council to pass a resolution to exclude the press and public from the meeting (as set out at agenda item 21).*

The Executive Director (Development) submitted a report to Cabinet on 9 August 2023 seeking project approval and delegations to deliver a development of a further 10 affordable homes at the Northfield Hostel site.

The Cabinet minutes are available at Item 16a.

Councillor Linda Smith, Cabinet Member for Housing, will present the report and present Cabinet's recommendations.

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**Recommendation:** Cabinet recommends that Council resolves to:

1. **Approve** a virement within the HRA capital budget for scheme costs. The virement will be from the Oxford City Housing Limited (“OCHL”) purchase line into a new scheme line to be profiled to match the build programme across the three years from 2023/24 to 2025/26.

## 14 Blackbird Leys Development Project

*Appendices 4, 5, 6, 7 and 8 to this item include exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If Council wishes to discuss matters relating to the information set out in Appendices 4, 5, 6, 7 and 8 to the report, it will be necessary for the Council to pass a resolution to exclude the press and public from the meeting (as set out at agenda item 21).*

The Executive Director (Development) submitted a report to Cabinet on 13 September 2023 seeking approval to variations to the Development Agreement between Oxford City Council (OCC) and its development partner, Peabody, for the Blackbird Leys Development Project; and (ii) seek approval of a revised budget for the Blackbird Leys community centre and delegated powers to assign further Section 106 off-site affordable housing funds to the scheme for affordable housing delivery.

The Cabinet minutes are available at Item 16b.

Councillor Linda Smith, Cabinet Member for Housing will present the report and present Cabinet’s recommendation.

**Recommendation:** Cabinet recommends that Council resolves to:

1. **Approve** allocation of an additional £1.5 million of S106 affordable housing funds, not currently delegated to the Head of Planning, to Phase 2 of the Blackbird Leys Regeneration Project

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## OFFICER REPORTS

### 15 Constitution Amendments - changes to responsibility for functions

The Head of Law and Governance (Monitoring Officer) has submitted a report which seeks Council agreement to amend the Constitution to reflect changes in responsibility for functions.

**Recommendations:** That the Council resolves to:

1. **Approve** the following changes to the Constitution:
  - a. Where the job title “Head of Regulatory Services and Community Services” appears in respect of a Regulatory Services function that this be changed to Head of Planning &

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- Regulatory Services;
- b. Where the job title “Head of Regulatory Services and Community Services” is referred to other than in relation to Regulatory Services, that it be changed to the Executive Director for Communities and People.
  - c. All other references to the Head of Planning Services be updated to be references to the Head of Planning & Regulatory Services within the remainder of the constitution.
2. **Note** that the changes will take effect as of the 17 October 2023.

## QUESTIONS

### 16 Questions on Cabinet minutes

*This item has a time limit of 15 minutes.*

Councillors may ask the Cabinet Members questions about matters in these minutes:

#### 16a Minutes of the Cabinet meeting held on 9 August 2023

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#### 16b Draft Minutes of the Cabinet meeting held on 13 September 2023

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### 17 Questions on Notice from Members of Council

32 questions on notice.

The questioner may ask one supplementary question of the Cabinet Member who submitted the response, or the Leader in their absence.

11 - 29

## PART 2 - PUBLIC INVOLVEMENT AND SCRUTINY

### 18 Public addresses and questions that do not relate to matters for decision at this Council meeting

31 - 36

*This item will be taken at or shortly after 7.00pm*

1 question and 3 public addresses not relating to matters for decision at this meeting. The third public address will be heard during the motion at Item 20b.

Up to five minutes is available for each public address and up to three minutes for each question.



A total of 45 minutes is available for both public speaking items. Responses are included within this limit.

## **19 Outside organisation/Committee Chair reports and questions**

### **19a Outside Organisation Report: Children's Trust Board**

The Head of Corporate Strategy has submitted a report that provides members with an update on the work of:

- The Oxfordshire Children's Trust Board
- Oxford City Council for Children and Young People in the city

**Recommendation:** That Council resolves to:

1. The **note** the report.

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### **19b Scrutiny Committee update report**

The Chair of the Scrutiny Committee has submitted a report which updates Council on the activities of scrutiny and the implementation of recommendations since the last meeting of Council.

**Council is invited to comment on and note the report.**

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

### **20 Motions on notice 2 October 2023**

37 - 50

**This item has a time limit of 60 minutes.**

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:**

- a) Digital Inclusion (Proposed by Cllr Mohammed Altaf-Khan, seconded by Cllr Steven Goddard) [Amendment proposed by Cllr Nigel Chapman, seconded by Cllr Ajaz Rehman]
- b) Oxford Climate Emergency Centre (proposed by Cllr Lois Muddiman, seconded by Cllr Emily Kerr) [Amendment proposed by Cllr Anna Railton, seconded by Cllr Ed Turner]
- c) Freedom from Fear for our Shop Workers (proposed by Cllr Edward Mundy, seconded by Cllr Shaista Aziz). [Amendment proposed by Cllr Chris Jarvis, seconded by Cllr Rosie Rawle]
- d) Housing Management System problems and resultant accounts



- issues at Oxford City Council and ODS (proposed by Cllr Christopher Smowton, seconded by Cllr Laurence Fouweather)  
[Amendment proposed by Cllr Nigel Chapman, seconded by Cllr Susan Brown]
- e) A Ban on Disposable Vapes (proposed by Cllr Lucy Pegg, seconded by Cllr Rosie Rawle)
  - f) Clean Air as a Human Right (proposed by Cllr Alex Hollingsworth, seconded by Cllr Lizzy Diggins)

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

**To:** Council  
**Date:** 2 October 2023  
**Report of:** Head of Law and Governance  
**Title of Report:** Questions on Notice from members of Council and responses from the Cabinet Members and Leader

## Introduction

1. Questions submitted by members of Council to the Cabinet members and Leader of the Council, by the deadline in the Constitution are listed below in the order they will be taken at the meeting.
2. Responses are included where available.
3. Questioners can ask one supplementary question of the Councillor answering the original question.
4. This report will be republished after the Council meeting to include supplementary questions and responses as part of the minutes pack.
5. Unfamiliar terms may be briefly explained in footnotes.

## Questions and responses

### Cabinet Member for Inclusive Economy and Partnerships; Leader of the Council

SB1 From Cllr Rawle to Cllr Brown – Thames Water discussions	
Question	Written Response
What discussion has the Council had with Thames Water about the burst water main on Rymer's Lane, and has the Council asked Thames Water for an action plan to ensure that incidents like this do not happen again?	<p>Council officers have not held any discussions with Thames Water in relation to the burst water main on Rymer's Lane and it should be noted the Council has no statutory oversight for Thames Water's provision of water or sewage services.</p> <p>However, on 27 March the Council Leader and Deputy Leader did hold a meeting with a senior Thames Water executive to highlight</p>

**SB1 From Cllr Rawle to Cllr Brown – Thames Water discussions**

the Council's general concerns over the poor state of infrastructure in the city, this followed the burst water main on the Eastern Bypass which caused significant disruption, as well as highlighting issues over repeated sewage flooding in some residents' gardens.

On the same day, a question and answer session was also held with the Thames Water executive with all Council members invited to participate, and written answers to questions provided as a follow up.

**SB2 From Cllr Muddiman to Cllr Brown – Botley Road roadwork delays****Question**

Given the news that the Botley Road will now remain closed until October 2024 and the ongoing works at the A34/A420 junction, what support can the council offer to residents and businesses along Botley Road facing increased costs and reduced incomes?

**Written Response**

This is a Network Rail scheme not a City Council scheme and funding has not been made available to us to provide to businesses.

Businesses can apply directly to the VOA for a reduction in their rateable valuation for the period of disruptions where they can demonstrate a "material change in circumstances" as a result of the works. More details are available [here](#). The decision on whether there can be a reduction is for the VOA not the City Council. The Leader previously wrote to the VOA to alert them to the likelihood for forthcoming applications and asked them to consider the applications sympathetically where the evidence provided to them shows businesses ability to operate have been negatively impacted. We encourage businesses who are concerned to contact the VOA. We have previously made this information available to local ward councillors to pass on locally.

We have actively encouraged Network Rail to liaise with the businesses as well as residents in the locality to ensure it is clear that the road and the businesses along it are open and accessible.

**Cabinet Member for Finance and Asset Management; Deputy Leader of the Council**

**ET1 From Cllr Gant to Cllr Turner – Fusion management fee**

**Question**

When did the council last receive a management fee from Fusion for managing the leisure centres?

**Written Response**

The Council have agreed a payment plan with Fusion for the payment of the management fee plus utilities in monthly instalments. Five instalments have been paid to date and one in respect of August is still outstanding.

**ET2 From Cllr Gant to Cllr Turner – Dividend**

**Question**

When did the city council last receive a dividend from its three companies?

**Written Response**

The Council has received 2 dividend payments from ODS, in the sum of £1.947 million. The last payment was made in 2022-23 for £600k. ODS have only recently finalised their 2021-22 accounts given well documented issues arising with the Housing Management System. The council is expecting more dividend to be paid once the 2022-23 accounts have been signed off, which is not expected until October/ November. The Housing Company is expected to pay the council around £15 million over the period 2023-24 to 2027-28. It is expected that the first of these payments in the sum of £2million will be made following the sign-off of the accounts by the Company Board expected at the end of September. I am not sure which third company the questioner is referring to.

**ET3 From Cllr Gant to Cllr Turner – Kassam Stadium lease duration**

**Question**

Why did the city council only agree to a 25 year lease with Kassam for the Kassam Stadium to be used for Oxford United

**Written Response**

The City Council entered into the relevant Development Agreement in February 2000. As such, I do not think it is my place to

Football club?	speculate on the motivations of councillors and the officers who advised them at the time in reaching this decision. I would therefore refer the councillor to the associated report and minutes of the Council of 22 November 1999, which will have formed the basis for decision making at the time.
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<b>ET4 From Cllr Pegg to Cllr Turner – Council buildings affected by RAAC</b>	
<b>Question</b>  Which Council buildings are affected by RAAC and what is the council currently doing to ensure the safety of public buildings?	<b>Written Response</b>  There are no buildings currently confirmed as having RAAC used in them. OCC is carrying out a building profile risk assessment to identify buildings where RAAC might have been used. This has identified a number of buildings where RAAC could have been used and these are currently being surveyed to confirm RAAC is not present. If RAAC is found within any building it will then be assessed as to the condition and location. A plan of remedial work will be actioned if required or if in a good condition then it will be subject to ongoing monitoring.

<b>ET5 From Cllr Kerr to Cllr Turner – Bramwell Place</b>	
<b>Question</b>  In St. Mary's ward, Bramwell Place is owned by the City Council but appears to have very unclear parking rules which attracts anti-social parking from individuals without permits and complaints from a number of local residents - but as it is not on the Highway, the County Council is not able to enforce the double-yellow-lines. Could you explain who owns Bramwell place car parking, who is supposed to be permitted to park there, and how we can improve enforcement? Given there must be other properties across the city with similar issues, does the City Council hold a database of how many City-owned parking spaces there are outside of official car parks, and who has	<b>Written Response</b>  We operate a free-of-charge resident parking permit scheme where parking spaces or poor parking practice need to be managed on City Council land, typically housing land. Where these schemes have been put in place, we have a record of who is permitted to park in which spaces. Our contractor enforces the permit scheme through the use of ANPR. Other permits for visitors or carers are available.  In the case of Bramwell Place, officers will check the ownership of the land in question and carry out consultation with residents if appropriate. Officers have noted that the

permission to use them?	buildings and the area of land to the right of Bramwell Place (as you enter) may be owned by a private landowner.
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### Cabinet Member for Leisure and Parks; Deputy Leader of the Council

<b>CM1 From Cllr Miles to Cllr Munkonge – Marston Ferry Leisure Centre membership</b>	
<b>Question</b> What is the current number of centre members and has there been a change in the number of members and users at the Marston Ferry Leisure Centre as a result of current poor service levels and equipment maintenance?	<b>Written Response</b> The latest figures from Fusion show an increase in members and usage. The membership figures at Ferry leisure Centre up to and including July 2023 show there are currently 2219 members, which is up from 2145 in May.

<b>CM2 From Cllr Smith to Cllr Munkonge – Bury Knowle House</b>	
<b>Question</b> Bury Knowle House front door entrance to the Headington library and some of the window frames are in a poor condition. Could the cabinet member confirm when these will be receiving attention?	<b>Written Response</b> The Council are working to procure a design team to assist with this refurbishment project to better understand the works required. Any works will require budget approval, planning and listed building consent.

<b>CM3 From Cllr Miles to Cllr Munkonge – Play Park for Broad Street</b>	
<b>Question</b> What is the city council's view of the idea of a play park in the centre of Broad Street if and when plans are designed to improve the city centre?	<b>Written Response</b> Space is a key constraint in the city centre. The high footfall and variety of uses all competing for this limited and constrained space in a historic setting poses many challenges.  Broad Street is a highway and therefore comes under the jurisdiction of Oxfordshire County Council. We delivered an initial experimental scheme, known as Broad Meadow, in 2021. The current scheme is a



	<p>county council led scheme.</p> <p>In designing those schemes careful balances had to be struck between access for Turl Street, deliveries for businesses along the street, Public Transport and disabled parking. The street also hosts many events during the year the most significant being the Oxford Half Marathon and Christmas markets. During St. Giles Fair the street also has to have wider access arrangements accommodated.</p> <p>Due to the above it would not be possible to safely introduce a permanent play park.</p> <p>The city and county councils will be working with stakeholders soon to look at longer term solutions for the street as part of a wider framework for the city centre. A key element of this is to try and identify opportunities for re-prioritisation of road space across the city centre to enable more civic space where people can dwell for longer. Play whether formal or informal is likely to feature in that thinking around public realm design.</p>
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<b>CM4 From Cllr Smith to Cllr Munkonge – St Andrew’s School use of Ferry pool</b>	
<p><b>Question</b></p> <p>St Andrew’s School has hired a Thursday morning slot at Ferry pool for over 25 years. This year the application went to Fusion online and a hard copy delivered in person. The school was informed the day before the children's first swimming lesson of the year that the slot had been given to another school. Does the cabinet member have confidence in Fusion?</p>	<p><b>Written Response</b></p> <p>Due to an administration issue on Fusion's part, unfortunately the booking was not registered. Fusion have apologised to St Andrews school and a solution has now been found where the school will swim at the Leys pool from 09:30-10:30 on Thursday mornings.</p>

<b>CM5 From Cllr Smith to Cllr Munkonge – City allotment associations rent rises</b>
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Question	Written Response
<p>I understand in the proposed terms of new leases to the City allotment associations for block rents is a whopping 29.5% rise with a link to inflation pressure rises thereafter. This is addition to changes in responsibilities for the associations. Does the leader consider these changes and rent increases justified and fair?</p>	<p><b>It is correct that an increase in rents is proposed. For context this will increase the global rent, across all allotment sites from £11,700 pa to £15,237.23 pa.</b> The rents have not been reviewed in 9 years and so this represents a 3.3% increase per year. The rent is not taken as income by the Council but is instead made available to Associations by way of Grant to help facilitate investment in the sites. The Federation of Associations considers grant applications twice per year. The rents are also discounted for those sites that do experience regular flooding events which may mean part of the site is not useable during an event.</p>

#### CM6 From Cllr Kerr to Cllr Munkonge – Usage data on public water fountains

Question	Written Response
<p>Does the council have usage data on public water fountains in the city? What are the costs of maintenance for them?</p>	<p>The council has drinking water fountains in Florence Park, Cutteslowe Park, and Bury Knowle Park. We have no data on usage of these, or on city-wide drinking fountains usage. So far repairs have been low level and are not recorded individually.</p>

#### CM7 From Cllr Kerr to Cllr Munkonge – Installation of an outdoor public chess board

Question	Written Response
<p>Is the city council seeking to access Chess Federation funds for the installation of an outdoor chess public chess board in Oxford?</p>	<p>Unfortunately, the City Council isn't eligible to access these funds. Only Local authorities which are currently receiving the Levelling Up Parks Fund (LUPF) and have been identified as communities most in need of improved quality green space will determine where to locate the chess tables and Oxford City Council is not in that category. See <a href="https://www.gov.uk/government/news/major-investment-to-transform-future-of-english-chess-announced">https://www.gov.uk/government/news/major-investment-to-transform-future-of-english-chess-announced</a></p>

#### CM8 From Cllr Morris to Cllr Munkonge – Local food production as an essential service

<b>Question</b>	<b>Written Response</b>
Will the Council consider making local food production an essential service by dedicating adequate and substantial officer time into supporting and helping manage communal food growing projects in Oxford? This needs to have far greater priority if we are to provide greater food security and more sustainable farming practices in a more uncertain, less reliable future life for the citizens of Oxford.	We recognise the importance of local food production and local food growing projects. In respect of this we have been working with the County Council, District Councils, Good Food Oxfordshire and local groups on the Oxfordshire Food Strategy and also the City Food Action Plan. This promotes a system wide response to these issues rather than focusing on any one organisation given the scale of the problem.

<b>CM9 From Cllr Morris to Cllr Munkonge – Allotment leases</b>	
<b>Question</b>	<b>Written Response</b>
Given that allotments are the backbone of local food production, does the portfolio holder agree that the City Council should make it easier for leases to be renewed?	A template lease is being negotiated with ODFAA on behalf of each association, these discussions are ongoing. Once this is complete each association will receive a copy of their new lease. It has been undertaken in this way at the request of the Associations and ODFAA and to avoid having 30 differing lease types across the allotment portfolio.

<b>CM10 From Cllr Morris to Cllr Munkonge – Allotment maintenance</b>	
<b>Question</b>	<b>Written Response</b>
Does the portfolio holder agree that the city council has an obligation to maintain allotments, rather than putting extra responsibilities onto voluntary organisations with limited resources?	The Council does not generate any profit from the allotments. The rents are given back to associations in the form of grants with the criteria for grant application being determined annually by ODFAA. For clarity, this is a continuation of the existing position within the leases and is not a change in obligation.

### **LU1 From Cllr Miles to Cllr Upton – OxIS multi criteria assessment tool**

#### **Question**

OxIS multicriteria assessment toolkit is promoted across Oxfordshire for prioritising infrastructure spend; does the city council use this tool and when was the last time it was used?

#### **Written Response**

The City Council is working with our County and District partners on the OxIS project and we're familiar with the multicriteria assessment toolkit which was developed as part of the work on OxIS. It was developed for assessing and prioritising large infrastructure projects within the OxIS report itself. Several key infrastructure projects for the city scored well such as the station improvements and work to enable the reintroduction of passenger services on the Cowley Branch Line, and have been prioritised in OxIS accordingly. The next phase of OxIS will involve ensuring the toolkit performs well, and if so, assessing new projects with it. The City Council itself doesn't regularly commission such projects, but is keen to ensure that key infrastructure projects that will benefit the city are prioritised.

### **LU2 From Cllr Smowton to Cllr Upton – Planning Enforcement**

#### **Question**

I note that the Council's good work to enforce against material change of use from a C3 dwellinghouse to a full-time short let is stymied by a significantly under-resourced planning enforcement operation. Will you commit to securing the additional person-hours needed to clear the backlog?

#### **Written Response**

The enforcement team work diligently and effectively across all manner of planning enforcement issues, and your positive comments regarding their work is welcome. As with all service areas we must balance the caseload with delivering a prudent and balanced budget. There are no current intentions to increase the number of Enforcement Officers but we will continue to prioritise the most urgent and egregious cases.

**LU3 From Cllr Landell Mills to Cllr Upton – B4044 cycle path to Hill End and Eynsham****Question**

What is the city council's position on the proposal for a segregated cycle way on the B4044 to connect Oxford to Eynsham but also to allow visitors to the Hill End Activity Centre used by schools in the city to travel there safely by bike?

**Written Response**

This B4044, connecting Oxford to Eynsham, was found to be a strategic or primary route in the County Council's recently completed project, the Strategic Active Travel Network (SATN). This means it is one of the priority routes which should be put forward for development as a scheme for potential delivery.

The council agrees with the finding of the SATN – this is not a pleasant or safe road for cycling on and it would benefit many people, including journeys by young people to the Hill End Activity Centre, if there were a segregated cycle way here.

**Cabinet Member for Citizen Focused Services****NC1 From Cllr Miles to Cllr Chapman – Men's toilets outside Town Hall****Question**

What are the plans and timescales for addressing the boarded up gentlemen's toilets on the outside of the town hall, and where were the original women's public toilets?

**Written Response**

Following on from the successful move from St Aldates Chambers to the town hall, capital feasibility funds have been allocated to look at the potential scope of further work at the town hall, including the closed toilets on Blue Boar Street. This work will consider the business case for further investment to improve the asset

Officers expect this next phase of scoping work to complete by July 2024, at which point it will be reported to me for consideration, ahead of future budget and capital programme planning.

The original women's toilets are further up Blue Boar Street and were accessed via a door at street level.

**NC2 From Cllr Smowton to Cllr Chapman – Annual flytipping****Question**

Headington has experienced an annual wave of fly-tipping relating to turnover of predominantly student lets. Is responding to these with case-by-case street scene visits cost-effective? Will you look at providing an extraordinary waste bulk collection given we know this will happen next August/September?

**Written Response**

ODS does not hold specific data on fly tips in the Headington area related to students. However, ODS is working with Oxford Brookes to ensure guidance is given to students around house clear-outs at the end of the academic year and is planning to hold discussions with property managing agents.

For a number of years ODS has also been working with the British Heart Foundation, to provide sites around the Headington area for temporary bring banks to collect clothing around the end of the academic year.

**NC3 From Cllr Goddard to Cllr Chapman – Grass verge cutting policy**

Has it been worth having a once-per-year grass verge cutting policy and what would the council change about the current policy based on resident feedback?

Over the past three years Oxford City Council has trialled allowing grass to grow long in 21 specific locations across the city to help boost biodiversity. This year Oxfordshire County Council, the highways authority, which has responsibility for roadside verges across Oxfordshire, announced a single mow policy countywide and confirmed it would only pay ODS for one annual mow. As a result, this year there was a single cut across the entire city. Additional mowing has been undertaken at junctions to ensure safety.

There has been significant resident feedback on the change in the verge cutting regime. We are now reviewing that feedback and also assessing the measurable changes in biodiversity achieved at different sites across the city. As cuttings are left in place following the single cut – other than in one of the 21 trial locations to boost biodiversity – we are also assessing the impact the greater volume of cuttings detritus has had on street cleaning costs.

	<p>Following the review and assessment we will consider adjustments to the mowing regime as appropriate.</p> <p>OCC &amp; ODS are working through areas of Oxford, where taking resident views, safety, biodiversity and costs into account we could trial different frequencies in different areas of the City, to find the appropriate way of maintaining our verges. This is very much work in process currently</p>
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#### **NC4 From Cllr Miles to Cllr Chapman – Deep cleaning of streets**

<b>Question</b>	<b>Written Response</b>
<p>Outside of the city centre what criteria are applied to determine if and when certain streets are given a deep clean, for example is data on intensity of pedestrian use on specific streets used?</p>	<p>There is no specific criteria to deep cleansing, the work is normally generated through 3 streams</p> <ul style="list-style-type: none"> <li>• Following Supervisor inspections</li> <li>• Resident feedback</li> <li>• Known historic hot spots</li> </ul> <p>We have 4 Suburban streetscene Supervisors, who look after different areas of the City, and regularly inspect cleansing and complaints</p>

#### **NC5 From Cllr Landell Mills to Cllr Chapman – Public realm in Cornmarket**

<b>Question</b>	<b>Written Response</b>
<p>What is the council's view on the state of the public realm in Cornmarket and other city centre streets after 7pm? What advice is given to businesses about where they should place their commercial waste on the street after their businesses close?</p>	<p>Businesses presenting trade waste for collection does have an impact on the city centre in the evenings. Oxford City Council and ODS are working to help minimise the impact on the public realm. Where possible businesses should present commercial waste in the morning. ODS would be happy to work with any businesses, that have timing issues with this, to advise on best practice and solutions</p>



**NC6 From Cllr Morris to Cllr Chapman – Grass Cutting around Marston****Question**

In view of the still uncut grass verges around Marston in September, what actions is the Council taking to make sure next year is better organised and that the cuttings are collected and composted before the end of August?

**Written Response**

Over the past three years Oxford City Council has trialled allowing grass to grow long in 21 specific locations across the city - including Marston Road, Marsh Lane and Marston Ferry Road - to help boost biodiversity. This year Oxfordshire County Council, the highways authority, which has responsibility for roadside verges across Oxfordshire, announced a single mow policy across the county and confirmed it would only pay ODS for one annual mow. As a result, this year there was a single cut across the entire city for roadside verges.

Mowing in Marston has taken place between 18<sup>th</sup> and 22nd September, as planned. Cuttings are collected and composted in those roads that remain part of the biodiversity trial, elsewhere cuttings are left to mulch in.

We are now assessing the impact of the single cut approach - both in terms of the significant level of feedback from residents as well as measurable changes in biodiversity. Following the assessment we will consider adjustments to the mowing regime as appropriate.

**Cabinet Member for Zero Carbon Oxford and Climate Justice**

**AR1 From Cllr Pegg to Cllr Railton – Tree planting****Question**

How many trees are being planted in the upcoming tree planting season and, of these trees, how many are replacing trees which have been removed? Given Oxfordshire County Council's recent announcement of a £2.1m fund to replace lost street trees, do we have allocated County funds to assist with tree planting?

**Written Response**

74 trees are due to be planted by ODS on Council land in the upcoming tree planting season.

Where trees are identified for removal by ODS on behalf of the City Council, then our aim is to replace them at the same site where appropriate – though this may not be in exactly the same position. Any replacement planting will be undertaken between November and March and according to our 5-year tree planting schedule (attached separately).

If Members would like to invest in local tree planting in your area sooner using your ward budget, please contact ODS and they can provide a quotation.

In addition, Oxfordshire County Council has informed us that it intends to remove 53 trees along Oxford highways this winter, which are approaching the end of their safe life. County officers have committed that two street trees will be planted for each tree removed – the first, wherever possible, within the tree pit of the felled tree; the second in other empty tree pits across the city. The Council's adopted Urban Forest Strategy provides clear criteria to prioritise where these additional street trees should be sited – in those areas of the city with lower levels of existing canopy.

**JH1 From Cllr Miles to Cllr Hunt – Enforcement of single use plastic for street trading****Question**

What is the latest enforcement data regarding the continued use of single use plastic for street trading by street traders in contravention of the street trading policy?

**Written Response**

Following update report agenda item 4 at the General Purposes Licensing Committee 25/09/23, As reported to Council in July, steps have been taken to ensure that street traders are no longer using single use plastic, in line with the updated Policy. Inspection visits to 90% of street traders found that 25% of these were still using single use plastic. All respective Consent Holders were advised that they were breaching a condition of the Policy and it is intended that follow-up visits will be carried out in October this year. This work will continue in October following the issuing of 100 Pavement License consents.

**JH2 From Cllr Miles to Cllr Hunt – Helium balloons at St Giles Fair****Question**

Street traders were selling Helium Balloons at St Giles Fair. What action was taken to inform the organisers of St Giles Fair about the updated street trading policy?

**Written Response**

The event is outside the scope of The Street Trading Policy which states in section 4.3- Local Government (Miscellaneous Provisions) Act 1982, this is an exempt activity.

**LS1 From Cllr Smowton to Cllr Smith– HMOs not compliant with current standards****Question**

Where a licensed HMO is not compliant with current standards (e.g., not having proper bin storage), but is licensed on grounds of use predating the licensing scheme, what can be done to compel the landlord to bring the property up to standard over time?

**Written Response**

There is a mandatory condition which makes it clear that the landlord is responsible for the provision of waste receptacles at the start of the tenancy and for dealing with problems during or at the end of the tenancy, and that tenants are also responsible during tenancy. If a property has an HMO licence, a lack of bin storage can be addressed at any time, through the use of enforcement of the licence condition or other relevant legislation. If there are particular HMOs of concern please refer them to HMO Enforcement team who will investigate the issue – [hmos@oxford.gov.uk](mailto:hmos@oxford.gov.uk)

**LS2 From Cllr Jarvis to Cllr Smith – HMO Licenses****Question**

Can the portfolio holder confirm whether licenses for HMOs and other private rented properties contain clauses surrounding anti-social behaviour, and, if so, what proportion of licensed properties have them?

**Written Response**

Following the consultation exercise carried out in 2020 regarding both the HMO licensing scheme renewal and the proposed Selective licensing scheme; standard conditions concerning anti – social behaviour are not included in either HMO or selective licences. However, where there are particular problems evidenced at a particular property, a specific property condition is included in the licence.

The number of properties where a specific condition to ASB has been included in a licence is not retrievable from the HMO licensing database; however I can confirm that we have added an ASB condition to only 1 or 2 licences recently, and none have as yet been added to a selective licence. It is hoped that using PowerBI we will be able to get information concerning details of specific conditions from the database in the future.

There are currently 3037 HMOs with an

	HMO licence and 4 of these have a specific condition relating to ASB. Specific ASB conditions have not, as yet, been added to a selective licence.
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<b>LS3 From Cllr Morris to Cllr Smith – Cooperative housing projects</b>	
<p><b>Question</b></p> <p>Is the Council willing to work towards ensuring that future housing developments all include at least one co housing project? There is a demand and need for this sort of cooperative living arrangement in the way we live as a very real and practical way of living more sustainably and with better mental wellness.</p>	<p><b>Written Response</b></p> <p>No. Our priority remains the provision of affordable housing, to include homes for social rent, homes for affordable rent and shared ownership homes.</p>

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Ward Survey Schedule	Planting Year	Year No
Kidlington (HRA Properties)	2024/25	1
Wolvercote	2024/25	
Summertown	2024/25	
St. Margaret's	2024/25	
North	2024/25	
Jericho and Osney	2024/25	
Carfax	2025/26	2
Holywell	2025/26	
Marston	2025/26	
Headington Hill and Northway	2025/26	
Headington	2025/26	
Barton and Sandhills	2026/27	3
Quarry and Risinghurst	2026/27	
Churchill	2026/27	
St. Clement's	2026/27	
Cowley Marsh	2026/27	
Lye Valley	2027/28	4
Cowley	2027/28	
Blackbird Leys	2027/28	
Northfield Brook	2027/28	
Littlemore	2027/28	
Rose Hill and Iffley	2023/24	5
Iffley Fields	2023/24	
St. Mary's	2023/24	
Hinksey Park	2023/24	
Abingdon (HRA Properties)	2023/24	



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**To:** Council

**Date:** 2 October 2023

**Report of:** Head of Law and Governance

**Title of Report:** Public addresses and questions that do not relate to matters for decision – as submitted by the speakers and with written responses from Cabinet Members

## Introduction

1. Addresses made by members of the public to the Council, and questions put to the Cabinet members or Leader, registered by the deadline in the Constitution, are below. Any written responses available are also below.
2. The text reproduces that sent in the speakers and represents the views of the speakers. This is not to be taken as statements by or on behalf of the Council
3. This report will be republished after the Council meeting as part of the minutes pack. This will list the full text of speeches delivered as submitted, summaries of speeches delivered which differ significantly from those submitted, and any further responses.

Addresses and questions to be taken in Part 2 of the agenda

1. Question by Kate Robinson – City Wide Food Plan
2. Address by Jane Wilson – Court Place Farm Allotments in Marston
3. Address from Martin Hackett – Future of Bertie Park
4. Address by April Jones, Karl Wallendszus and Anne Machachlan – Oxford Climate Emergency Centre (support for Motion 20B from Green Group)

## Addresses and questions to be taken in Part 2 of the agenda

### 1. Question by Kate Robinson – City Wide Food Plan

Currently in Oxford, there are a small group of allotment holders and community growing groups who are dedicated to growing and sharing local food with Food Banks and disadvantaged members of society. But this is all based on good will, huge commitment and non-paid volunteers. Do you plan to start seriously funding a City Wide Food Plan so that allotments and community growing groups are properly funded, resourced and supported by paid Oxford City Council staff and a clear and urgent Food Security Strategy?

**Response from Councillor Chewe Munkonge, Cabinet Member for Leisure and Parks:**

Thank you for the address and we certainly appreciate the great work undertaken by allotment holders and local food growers and recognise the important role you play in the community food system to help those most in need within the city. The scale of the problem requires a whole community food system response. We have been working with Oxfordshire County Council, the other District Councils and Good Food Oxfordshire to develop an Oxfordshire Food Strategy that is now in place. In tandem with this we have been working with Good Food Oxfordshire and other stakeholders in the Community Food System to develop a City Food Action Plan that is due to come to cabinet this winter. These plans recognise the need for the system to work together on key areas such as these. The City Council in partnership with Good Food Oxfordshire developed a Community Food Network at the outset of the pandemic that brought together food banks, community food larders, community fridges, food kitchens, the local authority and many others to share good ideas, opportunities and work together on local issues. In addition to this the Council has its Community Impact Fund where community groups can apply for funding in relation to various project, further details are available on our website.

**2. Address by Jane Wilson – Court Place Farm Allotments in Marston**

Is Council aware that Court Place Farm Allotments CIC in Marston struggles considerably more than other allotment sites in Oxford as the large site (16 acres) is entirely open to the public, with four rights of way entrances. It is effectively a public park – which benefits the wider community - but with none of the direct council support that a public park benefits from. There is no security, crops and tools are constantly stolen, trees need constant expensive management, the site suffers from fly tipping and ancient rubbish including bonded asbestos and the City Council sadly usually does its best to avoid giving any help.

Could Oxford City Council recognise that the point of allotments (growing crops for local consumption) cannot be successfully achieved when site maintenance in all its respects takes up so much time and energy of plot holder volunteers?

Instead of support, the City Council is moving to increase site rents - is this fair?

Could Oxford City Council make their extremely part-time allotments officer full time and with a budget and authority to properly support allotments?

**Response from Councillor Chewe Munkonge, Cabinet Member for Leisure and Parks:**

Thank you for your address and we certainly recognise and value the work that the allotment association and allotment holders do. The council communicates regularly with the various allotment associations and supports where it can. As you have mentioned there is an officer whose remit includes supporting green spaces and the allotments. The Council also provides support through various other officers' time including those within property services who deal with leases, community safety, waste and recycling amongst others. We recently supported the association by removing an old shed that might have had asbestos but we do not seem to have been made aware of the additional bonded asbestos that you mention. Chris and Caroline within the Green and Blue Spaces team would be more than happy to have a follow up conversation in relation to this or some of the other issues that you mention.

### **3. Address from Martin Hackett – Future of Bertie Park**

Our campaign is fighting to protect the future of Bertie Park, a small recreation ground in South Oxford, which our community has used for 85 years.

On 21st September, you placed a notice in the Oxford times. This advertised your intention to appropriate 7777 square meters of open space land “for planning purposes in order to

deliver the regeneration of Bertie Place Recreation Ground,” and asked for objections to “this sale”. Could you clarify that this is an appropriation under s 122 of the 1972 local government act, and not a disposal under s 123.

The recent consultation showed general satisfaction with our current playground. We have the best basket swing in Oxford; the climbing frame is heavily used; the tunnel is very popular, but we could do with a few more swings. The safety surface is, however, disintegrating, and the equipment could do with a lick of paint.

“Regeneration” is a term chosen to persuade our community that any refurbishment of our recreation ground is conditional on the development going ahead.

Your Parks Department say that “there is a rolling play area refurbishment programme to try to keep all the facilities and equipment up to standard, including complete replacement of items as and when they wear out. Occasionally, new additional equipment is installed at a particular location if external funds are available.” The condition of equipment in any play area can therefore be seen as a “red herring” in relation to any decision to develop Bertie Park.

It was recently possible to refurbish the safety surface at Hinksey Park without building any houses at all.

“Regeneration” is an Alice in Wonderland term you use to describe shrinking the recreation ground to 1/5th its current size. OX Place figures show the safety surface will be 68% smaller. There will be less equipment; most of it designed for toddlers.

Yet you say that you do not consider our current recreation ground to be surplus to requirements.

This contradiction has led to you to make a series of claims which are at best irrational and at worst dishonest.

Tom Bridgman, Executive Director – Development, says that although the site has been allocated for strategic planning considerations, it is not dishonest to say that the proposals will modernise the play space and that “the re-provision of the play space is conditional on the development taking place.”

This is silly. If the development doesn’t take place there will be no need to re-provide the play space. Or regenerate the recreation ground.

Comments like this form the basis of a complaint currently being considered by the Local Government Ombudsman.

One of our campaign members has said they feel “patronised, misled, marginalised, undermined, disrespected and insulted by the people paid to serve us.”

Given that you intend to down-size our recreation ground, we are also concerned about the Environment Agency Report

The 2011-26 Sites and Housing plan stated that the stream that runs alongside the site should be “protected by a 10-metre buffer and enhanced where possible.” The 2036 Local Plan Policy gives the area for development on Bertie Park as only 0.66 hectares. Yet you intend to appropriate 0.78 hectares of land. That extra land comes from the riverbank.

The Environment Agency recommend that the planning application is refused. One of their reasons is that the proposals require development on the river bank which will result in “significant loss of riparian semi-natural habitat within or on the banks of the river,” and could impact the hydromorphology of Redbridge Stream. They therefore say that the activity will require a flood risk activity permit which is unlikely to be granted for the current proposal.

The riverbank forms part of the new recreation area. According to the architect, “The play area and MUGA are designed to occasionally flood.” They are “water compatible”. You plan to sow this area with “wetland mix”. The artist’s impression shows children running around and people picnicking on the river bank. This will not be possible. Even if the artist’s impression is only meant to be “indicative”, it should in some way relate to reality.

In order to meet the requirements of the Environment Agency, how much smaller still will you have to make the new recreation area?

And if your aim really is to regenerate our park, you don’t need to appropriate it.

#### **Response from Councillor Louise Upton, Cabinet Member for Planning and Healthier Communities:**

The Bertie Place Recreation Ground has been identified for development in successive Local Plan documents for over 18 years, all of which have followed a process of consultation and public engagement prior to them being adopted.

Any planning application that comes forward for redevelopment of this allocated site will need to set out how it accords with the policies within the Local Plan, and full consideration will be given to this through the planning process.

As noted, the Council has placed a notice advertising the proposal for the appropriation of the land to a planning purpose under s.122 of the Local Government Act 1972. Section 123 does not apply as the Council is not proposing to dispose of the land. The period to comment on this notice is still open (to 6<sup>th</sup> October 2023).

Oxford is desperately short of affordable housing and needs more homes. This site, along with a number of others, forms part of the Council’s ambition to build more homes for households in housing need. On this site, it proposes to do so through a modest development of 31 new affordable homes, alongside the re-provision of the play area and multi-use games area.

Amendments to the current planning application are currently being considered to respond to the concerns expressed by the Environment Agency. Any such amended plans will be re-consulted on by the Local Planning Authority ahead of any report into Planning Committee, which is expected within the next few months.

#### **4. Address by April Jones, Karl Wallendszus and Anne Machachlan – Oxford Climate Emergency Centre (support for Motion 20B from Green Group)**

1. Oxford City is in the vanguard of climate action in many ways, and I think we can all be proud of that. From being one of the first councils to declare a Climate Emergency in 2019, to current projects on EV infrastructure and greener homes, and grassroots groups working to reduce their communities’ environmental impact, Oxford is home to an impressive wealth of environmental activity.

But, to many residents, a lot of that work remains unseen, or peripherally visible at best. At Climate Collective Oxford, on whose behalf I speak today, we passionately believe that a physical climate action hub, in a central location, would provide a highly visible place for the general public to find and use, making climate action accessible to communities outside the green 'bubble', and enriching the city's offer to its residents.

We know that the majority of people in Britain count climate breakdown among their major concerns, and are anxious to do their bit. Indeed, a headline finding of the 2019 Oxford Citizens' Assembly on Climate Change was 'a demand for more education and information provided for the wider public in Oxford to help them understand what they can personally do to help'. A Climate Emergency Centre would be a one-stop-shop to provide clarity on the myriad ways to engage with this overwhelming challenge, and it would support and develop a sense of community in doing so.

Any support the council could give this project would, I believe, be amply repaid in the practical action and community wealth and empowerment it would generate.

2. My name is Karl Wallendszus. I'm a campaigner with Oxford Friends of the Earth, and I'm here to express our support for an Oxford Climate Emergency Centre as called for in the motion proposed by Councillors Muddiman and Kerr.

Over the last year or two, Oxford Friends of the Earth has run a number of events on various aspects of climate change, such as energy and the cost of living and nature-based solutions in Oxfordshire, and more are planned. They include public meetings and workshops, and have been well attended in quite sizable venues. This has shown us there is a considerable appetite for information about climate change, practical advice about solutions and ways that people can get involved. A Climate Emergency Centre could act as a hub for this kind of information.

We are not the only people doing this – there are a lot of organisations in Oxford and the wider county working in climate change. Sometimes that can seem bewildering to people who are new to the area or are starting to get involved. A really useful function of a Climate Emergency Centre would be as a central repository of details of all the relevant organisations and what they do, so that people can easily work out which ones would be most useful for them.

In Oxford Friends of the Earth we like to collaborate with other groups with similar or complementary interests – we have done this for many of the events I mentioned earlier and in several of our campaigns, including collaborating with the City Council on idling and wood burning initiatives. We hope a Climate Emergency Centre would foster more such collaborations. The resulting exchange of ideas and perspectives might lead to projects and outcomes that none of us have yet imagined.

We also hope that such a Centre, if it is located somewhere accessible and convenient, would help all of us to reach people and communities that have so far been less engaged in climate change issues. This is something that Oxford Friends of the Earth and many other voluntary groups aspire to do, but it is challenging for any individual group.

All of this should be seen as complementary to the City Council's own work on climate change. By facilitating a Climate Emergency Centre and bringing together community organisations, the City would be catalysing action that it does not have capacity to do itself. So we think that any resources – which we know are extremely tight – that the

Council is able to devote to this project should be seen as an investment in Oxford's response to the climate emergency – an investment in our collective future.

I encourage you to support the motion later this evening, and thank you for your attention.

3. I am reading a statement from Katherine Chesson, Director of Community Action Groups Oxfordshire:

Community Action Groups Oxfordshire is a network support organisation that enables more than 100 community-led groups across the county to deliver climate action solutions that are relevant and specific to local needs. Oxford-based groups represent nearly a third of our network and there is a need for a community-run space such as the Climate Emergency Centre to allow groups to share information and engage with residents and visitors alike in order to increase engagement on the defining issue of our time. A commitment from the Council for this space would be a commitment to local ideas as one lever in solving the structural issues of the climate emergency.



**To:** Council

**Date:** 2 October 2023

**Report of:** Head of Law and Governance

**Title of Report:** **Motions and amendments received in accordance with Council Procedure Rule 11.18**

Councillors are asked to debate and reach conclusions on the motions and amendment listed below in accordance with the Council's rules for debate.

The Constitution permits an hour for debate of these motions.

## Introduction

This document sets out motions received by the Head of Law and Governance in accordance with Council Procedure Rule 11.18 by the deadline of 1.00pm on 20 September 2023, as amended by the proposers.

All substantive amendments sent by councillors to the Head of Law and Governance by publication of the briefing note are also included below.

Unfamiliar terms are explained in the glossary or in footnotes.

**Motions will be taken in turn from the Liberal Democrat, Green, Labour, groups in that order.**

### Introduction

- a) Digital Inclusion (Proposed by Cllr Mohammed Altaf-Khan, seconded by Cllr Steven Goddard) [Amendment proposed by Cllr Nigel Chapman, seconded by Cllr Ajaz Rehman]
- b) Oxford Climate Emergency Centre (proposed by Cllr Lois Muddiman, seconded by Cllr Emily Kerr). [Amendment proposed by Cllr Anna Railton, seconded by Cllr Ed Turner]
- c) Freedom from Fear for our Shop Workers (proposed by Cllr Edward Mundy, seconded by Cllr Shaista Aziz). [Amendment proposed by Cllr Chris Jarvis, seconded by Cllr Rosie Rawle]
- d) Housing Management System problems and resultant accounts issues at Oxford City Council and ODS (proposed by Cllr Christopher Smowton, seconded by Cllr Laurence Fouweather) [Amendment proposed by Cllr Nigel Chapman, seconded by Cllr Susan Brown]
- e) A Ban on Disposable Vapes (proposed by Cllr Lucy Pegg, seconded by Cllr Rosie Rawle)

f) Clean Air as a Human Right (proposed by Cllr Alex Hollingsworth, seconded by Councillor Lizzy Diggins)

**a) Digital Inclusion (Proposed by Cllr Mohammed Altaf-Khan, seconded by Cllr Steven Goddard) [Amendment proposed by Cllr Nigel Chapman, seconded by Cllr Ajaz Rehman]**

Liberal Democrat Member Motion

**Digital Inclusion in Council Services**

The City Council provides a wide range of services to the residents of Oxford. There has been a shift over the years to provide online access to Council services. The Council's Equality, Diversity and Inclusion Strategy (EDI, 2022) states that the Council will:

“Champion digital inclusion and accessibility as we move towards ‘digital by default’ services, working with partners to ensure there is access to devices, connectivity and skills development. Where appropriate, we will use council funding and infrastructure, such as free community centre Wi-Fi, to support residents to get online, so that no one is excluded as we move towards fully digital service delivery”

This approach has left some residents – mainly but not limited to older people – unable to communicate with Council Officers. This may be because they lack the technology to do so, don't have the skills or familiarity needed, or are unable to use IT systems because of a disability. It is very likely that there will always be a small percentage of residents that fall into this group and the needs of these people must be included in any strategy.

This Council needs to revise its EDI strategy so that it ensures any resident can communicate with all departments in ways which do not exclude them. Any communication from the Council requiring a response from a resident must offer several different ways of responding to ensure that there is no discrimination by age, income, disability or other disadvantage.

Therefore this Council calls on the Leader of the Council:-

- Commit to revising the EDI Strategy to explicitly recognise that there will always be some residents who will be unable to participate digitally and who will need alternative channels of communication with the Council.
- Work towards ensuring that any and all communications issued by the Council includes all the following means of responding or raising queries:
  - Online via the Council website
  - Telephone number with hours identified that this number will be manned and answered.
  - Where information is requested from residents, a Freepost reply facility with a paper form.
  - Details of the Council Contact Centre in the County Library including opening hours.

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**Amendment proposed by Cllr Nigel Chapman, seconded by Cllr Ajaz Rehman**

**Digital Inclusion in Council Services**

The City Council provides a wide range of services to the residents of Oxford. There has been a shift over the years to provide online access to Council services. The Council's Equality, Diversity and Inclusion Strategy (EDI, 2022) states that the Council will:

"Champion digital inclusion and accessibility as we move towards 'digital by default' services, working with partners to ensure there is access to devices, connectivity and skills development. Where appropriate, we will use council funding and infrastructure, such as free community centre Wi-Fi, to support residents to get online, so that no one is excluded as we move towards fully digital service delivery"

**Whilst this strategy takes account of the inevitable growth of digital access, it is very mindful that** ~~This approach has left some residents – mainly but not limited to older people –~~ **need other options to be provided now and the in the future. That is why the Council continues to invest in a highly professional telephone call centre, available across all weekdays and in emergencies, and has just opened an expanded face to face facility at the Westgate Centre to assist citizens with their most complex requests/issues.** ~~unable to communicate with Council Officers. This may be because they lack the technology to do so, don't have the skills or familiarity needed, or are unable to use IT systems because of a disability. It is very likely that there will always be a small percentage of residents that fall into this group and the needs of these people must be included in any strategy.~~

**The recently Cabinet approved Citizen Engagement Strategy has articulated clearly that every citizen has a right to be heard and we will continue to invest in a diversity of ways for people to take part in consultations and feedback on our developing services.**

**This new strategy is also seeing growing partnerships between the Council and community trainers to enable people to acquire digital skills at centres near to where they live, thus helping close the digital skills gap.**

**The Council accepts that** ~~This Council needs to revise its EDI strategy so that it ensures any resident can communicate with all departments in ways which do not exclude them. A~~ any communication from the Council requiring a response from a resident must offer several different ways of responding to ensure that there is no discrimination by age, income, disability or other disadvantage.

Therefore this Council calls on the Leader of the Council:-

- Reinforce our clear policy that ~~Commit to revising the EDI Strategy to explicitly recognise that there will always be some residents who will be unable to participate digitally and who will need alternative channels of communication with the Council.~~
- Work towards ensuring that any and all communications issued by the Council includes all the following means of responding or raising queries:
  - Online via the Council website
  - Telephone number with hours identified that this number will be manned and answered.
  - Where information is requested from residents, **enable them by request to access a paper form to submit views and information** ~~a Freepost reply facility with a paper form.~~
  - Details of the Council Contact Centre in the County Library including opening hours.

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**If the amendment is agreed the motion would read:**

## Digital Inclusion in Council Services

The City Council provides a wide range of services to the residents of Oxford. There has been a shift over the years to provide online access to Council services. The Council's Equality, Diversity and Inclusion Strategy (EDI, 2022) states that the Council will:

“Champion digital inclusion and accessibility as we move towards ‘digital by default’ services, working with partners to ensure there is access to devices, connectivity and skills development. Where appropriate, we will use council funding and infrastructure, such as free community centre Wi-Fi, to support residents to get online, so that no one is excluded as we move towards fully digital service delivery”

Whilst this strategy takes account of the inevitable growth of digital access, it is very mindful that some residents – mainly but not limited to older people – need other options to be provided now and in the future. That is why the Council continues to invest in a highly professional telephone call centre, available across all weekdays and in emergencies, and has just opened an expanded face to face facility at the Westgate Centre to assist citizens with their most complex requests/issues. unable to communicate with Council Officers. This may be because they lack the technology to do so, don't have the skills or familiarity needed, or are unable to use IT systems because of a disability. It is very likely that there will always be a small percentage of residents that fall into this group and the needs of these people must be included in any strategy.

The recently Cabinet approved Citizen Engagement Strategy has articulated clearly that every citizen has a right to be heard and we will continue to invest in a diversity of ways for people to take part in consultations and feedback on our developing services.

This new strategy is also seeing growing partnerships between the Council and community trainers to enable people to acquire digital skills at centres near to where they live, thus helping close the digital skills gap.

The Council accepts that any communication from the Council requiring a response from a resident must offer several different ways of responding to ensure that there is no discrimination by age, income, disability or other disadvantage.

Therefore this Council calls on the Leader of the Council:-

- Reinforce our clear policy that there will always be some residents who will be unable to participate digitally and who will need alternative channels of communication with the Council.
- Work towards ensuring that any and all communications issued by the Council includes all the following means of responding or raising queries:
  - Online via the Council website
  - Telephone number with hours identified that this number will be manned and answered.
  - Where information is requested from residents, enable them by request to access a paper form to submit views and information
  - Details of the Council Contact Centre in the County Library including opening hours.

**b) Oxford Climate Emergency Centre (proposed by Cllr Lois Muddiman, seconded by Cllr Emily Kerr). [Amendment proposed by Cllr Anna Railton, seconded by Cllr Ed Turner]**

Green Member Motion

In January 2019, Oxford City Council members unanimously declared a climate emergency and agreed to create a citizens' assembly in Oxford to help consider new carbon targets and additional measures to reduce emissions. The Oxford Citizens Assembly on Climate Change was duly held over two weekends in September and October 2019.

One of the headline findings of Oxford Citizens' Assembly on Climate Change in 2019 was:

'a demand for more education and information provided for the wider public...to help them understand what they can personally do to help'.

Across Oxford, excellent work has been done to meet this demand over the past 20 years. For example, the work of all the groups in the CAG\* project founded in 2001 and the many projects being undertaken by members of the Zero Carbon Partnership formed in 2021, (replacing the Low Carbon Oxford network launched in 2011).

Despite all this work to educate, inform and engage the public, it is clear from the demands of the Citizens' Assembly that we are still not doing enough. On housing alone, we urgently need to support residents to retrofit their homes to tackle fuel poverty, rising energy costs, and the climate emergency because approximately 60% of homes in Oxford still have an energy efficiency rating of D or below. The Low Carbon Hub and Cosy Homes Oxfordshire offer advice and services but they are not accessible enough to the public.

Given the urgency of the climate crisis, Oxford needs a highly visible Climate Emergency Centre (CEC). A CEC is a central, inclusive and accessible space where residents and groups can meet to share and gain information on the climate and ecological emergencies, and develop local solutions for nature recovery, climate mitigation and adaptation. Through the CEC, residents could:

- Find information about our changing climate, its impact and solutions.
- Have an opportunity to discuss their concerns about the future.
- Access advice and support on how to take positive steps towards a safer future for themselves, their families, and their communities.

There are lots of examples of Climate Emergency Centres across the UK from Leeds to Lewes, Preston to Portsmouth, and in Guildford, Islington, Kingston and Northampton as well as more locally in Abingdon and Swindon.

The creation of a CEC in the middle of the city would increase public engagement of all the existing groups, organisations and projects in the city and enhance the public realm in the city centre.

This council therefore resolves to request the cabinet member for zero carbon and climate justice and the cabinet member for finance and asset management to:

- Support the objective of establishing and running a Climate Emergency Centre in Oxford.
- Work closely with partner organisations and local communities to achieve this objective.
- Identify a suitable site for a CEC in Oxford City Centre.
- Consider grant funding towards the costs of establishing and running a CEC.

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### **Amendment proposed by Cllr Anna Railton, seconded by Cllr Ed Turner**

In January 2019, Oxford City Council members unanimously declared a climate emergency and agreed to create a citizens' assembly in Oxford to help consider new carbon targets and additional measures to reduce emissions. The Oxford Citizens Assembly on Climate Change was duly held over two weekends in September and October 2019.

One of the headline findings of Oxford Citizens' Assembly on Climate Change in 2019 was: 'a demand for more education and information provided for the wider public...to help them understand what they can personally do to help'.

Across Oxford, excellent work has been done to meet this demand over the past 20 years. For example, the work of all the groups in the CAG\* project founded in 2001 and the many projects being undertaken by members of the Zero Carbon **Oxford** Partnership formed in 2021, (replacing the Low Carbon Oxford network launched in 2011).

Despite all this work to educate, inform and engage the public, it is clear from the demands of the Citizens' Assembly that we are still not doing enough. On housing alone, we urgently need to support residents to retrofit their homes to tackle fuel poverty, rising energy costs, and the climate emergency because approximately 60% of homes in Oxford still have an energy efficiency rating of D or below.

The Low Carbon Hub, **the various local Low Carbon groups, the county run <https://www.climateactionoxfordshire.org.uk/>** and Cosy Homes Oxfordshire offer advice and services but they are not accessible enough to the public. Given the urgency of the climate crisis, Oxford needs a highly visible Climate Emergency Centre (CEC). A CEC is a central, inclusive and accessible space where residents and groups can meet to share and gain information on the climate and ecological emergencies, and develop local solutions for nature recovery, climate mitigation and adaptation. Through the CEC, residents could:

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There are lots of examples of Climate Emergency Centres across the UK from Leeds to Lewes, Preston to Portsmouth, and in Guildford, Islington, Kingston and Northampton as well as more locally in Abingdon and Swindon. The creation of a CEC in the middle of the city would increase public engagement of all the existing groups, organisations and projects in the city and enhance the public realm in the city centre.

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- Support the objective of establishing and running a Climate Emergency Centre in Oxford.
- ~~Work closely with partner organisations and local communities to achieve this objective.~~
- ~~Identify a suitable site for a CEC in Oxford City Centre.~~
- Consider grant funding towards the costs of establishing and running a CEC, **as part of the usual grant process**

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**If the amendment is agreed the motion would read:**

In January 2019, Oxford City Council members unanimously declared a climate emergency and agreed to create a citizens' assembly in Oxford to help consider new carbon targets and additional measures to reduce emissions. The Oxford Citizens Assembly on Climate Change was duly held over two weekends in September and October 2019.

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- Consider grant funding towards the costs of establishing and running a CEC, as part of the usual grant process

**c) Freedom from Fear for our Shop Workers (proposed by Cllr Edward Mundy, seconded by Cllr Shaista Aziz). [Amendment proposed by Cllr Chris Jarvis, seconded by Cllr Rosie Rawle]**

Labour Member Motion

Our shop workers are key workers who risked their health by working through the Covid pandemic, providing essential retail services while many stayed at home. Sadly, in recent years, shop workers and delivery drivers have increasingly been the victims of violence and abuse, as well as being on the front line during an uptick in shoplifting. Research from both the Association of Convenience Retailers (ACR)<sup>1</sup> and the British Retail Consortium<sup>2</sup> has found that shoplifting and violence against shop workers has increased from pre 2019 levels. ACR data found that 87% of convenience store workers had been victims of verbal abuse in the last year. There is considerable strain and hardship being placed upon people across the country from the impacts of the cost of living crisis (including on shop workers themselves), as well as a mental health crisis and difficulty in accessing essential care and support. It is vital that this is addressed both nationally and locally.

There is an enormous impact on shop workers from crime and abuse. The Union of Shop Distributive and Allied Workers (Usdaw) has a long running Freedom From Fear Campaign<sup>3</sup>, which has gathered survey data on the nature and frequency of violence and abuse perpetrated against shop staff. Shockingly, their annual survey for 2022-23 found that three quarters of retail workers had been victims of abuse from customers. Many workers don't even feel that reporting incidents of abuse will make a difference. The most significant trigger for abuse and violence against shop staff has been shoplifting, being cited as the cause of nearly a third of such incidents.

This Council pledges to:

- Back the Usdaw Freedom From Fear Campaign with a letter of support and solidarity to the Usdaw General Secretary Paddy Lillis.
- Support and contribute to local messaging promoting respect for shop workers and our commitment to stamping out abuse and violence.
- Lobby the Police and Crime Commissioner for Thames Valley Matthew Barber to do more to combat shop lifting as well as the abuse and violence perpetrated against shop workers.
- For our Cabinet Member for Safer Communities Shaista Aziz to engage with local police sergeants as to why retail workers are not empowered to report abuse and what our neighbourhood policing will do to protect retail workers and tackle retail crime.

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<sup>1</sup> [https://cdn.acs.org.uk/public/acs\\_crime\\_report\\_2023.pdf](https://cdn.acs.org.uk/public/acs_crime_report_2023.pdf)

<sup>2</sup> <https://www.usdaw.org.uk/About-Us/News/2023/Jul/BRC-finds-retail-theft-and-abuse-have-increased>

<sup>3</sup> <https://www.usdaw.org.uk/CMSPages/GetFile.aspx?guid=768eb764-e8dd-4d48-a913-17d6d1d03c1c>



### **Amendment proposed by Cllr Chris Jarvis, seconded by Cllr Rosie Rawle**

Our shop workers are key workers who risked their health by working through the Covid pandemic, providing essential retail services while many stayed at home. Sadly, in recent years, shop workers and delivery drivers have increasingly been the victims of Oxford City Council, Town Hall, St Aldate's Oxford OX1 1BX violence and abuse, as well as being on the front line during an uptick in shoplifting. Research from both the Association of Convenience Retailers (ACR)<sup>1</sup> and the British Retail Consortium<sup>2</sup> has found that shoplifting and violence against shop workers has increased from pre 2019 levels. ACR data found that 87% of convenience store workers had been victims of verbal abuse in the last year. There is considerable strain and hardship being placed upon people across the country from the impacts of the cost of living crisis (including on shop workers themselves), as well as a mental health crisis and difficulty in accessing essential care and support. It is vital that this is addressed both nationally and locally.

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This Council pledges to:

- Back the Usdaw Freedom From Fear Campaign with a letter of support and solidarity to the Usdaw General Secretary Paddy Lillis.
- Support and contribute to local messaging promoting respect for shop workers and our commitment to stamping out abuse and violence.
- Lobby the Police and Crime Commissioner for Thames Valley Matthew Barber to do more to combat ~~shop lifting as well as~~ the abuse and violence perpetrated against shop workers **and to investigate the causes of increases in shoplifting, recognising that tackling the latter will need a holistic approach, rather than a simply punitive or carceral one.**
- For our Cabinet Member for Safer Communities Shaista Aziz to engage with local police sergeants as to why retail workers are not empowered to report abuse and what our neighbourhood policing will do to protect retail workers and tackle retail crime.

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### **If the amendment is agreed the motion would read:**

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This Council pledges to:

- Back the Usdaw Freedom From Fear Campaign with a letter of support and solidarity to the Usdaw General Secretary Paddy Lillis.
- Support and contribute to local messaging promoting respect for shop workers and our commitment to stamping out abuse and violence.
- Lobby the Police and Crime Commissioner for Thames Valley Matthew Barber to do more to combat the abuse and violence perpetrated against shop workers and to investigate the causes of increases in shoplifting, recognising that tackling the latter will need a holistic approach, rather than a simply punitive or carceral one.
- For our Cabinet Member for Safer Communities Shaista Aziz to engage with local police sergeants as to why retail workers are not empowered to report abuse and what our neighbourhood policing will do to protect retail workers and tackle retail crime.

**d) Housing Management System problems and resultant accounts issues at Oxford City Council and ODS (proposed by Cllr Christopher Smowton, seconded by Cllr Laurence Fouweather) [Amendment proposed by Cllr Nigel Chapman, seconded by Cllr Susan Brown]**

Liberal Democrats Member Motion

Council notes that the report to Cabinet on the 14 June 2023 concerning the Housing Management System Implementation and lessons learnt.

Council notes that the budget for the project has had to be doubled to over £3 million.

Council also notes that this project and its intended benefits has been delayed by many years since its original intended go-live date of May 2018.

Council notes with concern that this has had an impact upon Oxford Direct Services (ODS) being unable to submit its accounts for financial year 2021/22 to Companies House as they are not yet certified by the ODS auditors. ODS is thus being fined every month for non-compliance. Council notes that this also prevents the Council's auditors from approving the Council's own accounts for submission to Central Government.

Council notes that the more information about failures of this nature that can be published, the more third parties including other local authorities and public bodies can benefit from the lessons learned.

Council resolves to:-

Ask the Leader of the Council, as a matter of priority, to:-

1. Request the publication of a minimally redacted version of the lessons learned report, in contrast to the brief summary published in June 2023.
2. Ensure that action is taken as soon as possible to ensure the new Housing Management System is properly implemented in the Council and that the benefits promised are realised.
3. Ensure that the deadline (October 2023) for reporting the certified Council accounts to Central Government is met.

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**Amendment proposed by Cllr Nigel Chapman, seconded by Cllr Susan Brown**

Council notes that the report to Cabinet on the 14 June 2023 concerning the Housing Management System Implementation and lessons learnt.

Council notes that the budget for the project **has been** ~~has had to be increased~~ doubled to over £3 million.

Council also notes that **two years after going live, that whilst the benefits of the system are not yet fully realised, there is an agreed and costed plan to do so, which is on track. Officers and the relevant Portfolio Holder are confident this plan can be successfully realised.** ~~this project and its intended benefits has been delayed by many years since its original intended go-live date of May 2018.~~

Council notes **that despite some delays attributable to system implementation, Oxford Direct Services submitted its 21/22 accounts for ODS Ltd and ODS Ltd to Companies House on August 15<sup>th</sup>.** ~~with concern that this has had an impact upon Oxford Direct Services (ODS) being unable to submit its accounts for financial year 2021/22 to Companies House as they are not yet certified by the ODS auditors. ODS is thus being fined every month for non-compliance. It is on track to submit its 22/23 accounts by the end of the year and within the deadlines set by Companies House.~~ Council notes that **the audit of its 21/22 accounts is now underway and it is hoped that these accounts will be submitted by the end of the calendar year.** ~~this also prevents the Council's auditors from approving the Council's own accounts for submission to Central Government.~~

**Council notes that whilst the full lessons learned report must remain confidential, it has been reviewed by both the Audit and Governance and Scrutiny Committees with senior officers and the relevant Cabinet member. The summary document is in the public domain and captures all the key lessons which might interest third parties, including other local authorities and public bodies and can be shared with them.**

~~Council notes that the more information about failures of this nature that can be published, the more third parties including other local authorities and public bodies can benefit from the lessons learned.~~

Council resolves to:-

Ask the Leader of the Council, as a matter of priority, to:-

1. Make available the summary of the lessons learned review to interested parties.
- ~~1. Request the publication of a minimally redacted version of the lessons learned report, in contrast to the brief summary published in June 2023.~~

2. Ensure that action is taken as soon as possible to ensure the new Housing Management System is properly implemented in the Council and that the benefits promised are realised.
3. **Ensure that the certified Council accounts for 22/23 are reported to Central Government as soon as is practicable.**
- ~~3. Ensure that the deadline (October 2023) for reporting the certified Council accounts to Central Government is met.~~

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**If the amendment is agreed the motion would read:**

Council notes that the report to Cabinet on the 14 June 2023 concerning the Housing Management System Implementation and lessons learnt.

Council notes that the budget for the project has been increased to over £3 million.

Council also notes that two years after going live, that whilst the benefits of the system are not yet fully realised, there is an agreed and costed plan to do so, which is on track. Officers and the relevant Portfolio Holder are confident this plan can be successfully realised.

Council notes that despite some delays attributable to system implementation, Oxford Direct Services submitted its 21/22 accounts for ODS Ltd and ODST Ltd to Companies House on August 15<sup>th</sup>. It is on track to submit its 22/23 accounts by the end of the year and within the deadlines set by Companies House. Council notes that the audit of its 21/22 accounts is now underway and it is hoped that these accounts will be submitted by the end of the calendar year.

Council notes that whilst the full lessons learned report must remain confidential, it has been reviewed by both the Audit and Governance and Scrutiny Committees with senior officers and the relevant Cabinet member. The summary document is in the public domain and captures all the key lessons which might interest third parties, including other local authorities and public bodies and can be shared with them.

Council resolves to:-

Ask the Leader of the Council, as a matter of priority, to:-

1. Make available the summary of the lessons learned review to interested parties.
2. Ensure that action is taken as soon as possible to ensure the new Housing Management System is properly implemented in the Council and that the benefits promised are realised.
3. Ensure that the certified Council accounts for 22/23 are reported to Central Government as soon as is practicable.

**e) A Ban on Disposable Vapes (proposed by Cllr Lucy Pegg, seconded by Cllr Rosie Rawle)**

**Green Member Motion**

Disposable vapes are creating an environmental and health crisis. Far from helping smokers to quit, with their attractive packaging and child-friendly flavours, disposable vapes are getting a new generation addicted to nicotine. Frequently littered and hard to

recycle, disposable vapes are also causing damage to the natural environment and wasting critical materials.

**This council notes that:**

- There has been a fourfold increase in the number of disposable vapes being discarded over the past year, with 5 million vapes now being thrown away every week
- Vapes contain critical raw materials, such as lithium and copper, which are vital for our transition to a greener society. The disposable vapes thrown away over the past year contain enough lithium to create 5,000 batteries for electric cars
- 1 in 9 young people aged 11 to 18 have experimented with e-cigarettes, with 69% of these people choosing disposable vapes, according to research from Action on Smoking and Health (ASH). There has been a 7-fold increase between 2020 and 2022 in the choice of disposables amongst this age group, alongside a 50% year on year increase in the proportion of children experimenting with vaping of all kinds.
- Lithium ion batteries, like those used in vapes, caused 700 fires at waste sites in 2022 due to not being properly disposed of.
- Prominent environmental and health organisations have called for a ban, including The Royal College of Paediatrics and Child Health, Marine Conservation Society, Centre for Sustainable Healthcare and Surfers Against Sewage.
- Councils across the country have called for a UK ban on disposable vapes by 2024, and the Scottish Government has already agreed to carry out a consultation on banning disposable vapes
- Whilst vaping can help smokers to quit, reusable vapes serve this same purpose

**This council resolves:**

- That the Leader of the Council will write jointly to the Secretary of State for Health and Social Care and the Secretary of State for Environment, Food and Rural Affairs, supporting a ban on disposable vapes by 2024 on environmental and child health grounds
- To ask Oxford Direct Services to provide additional facilities for recycling disposable vapes and publicise the existing e-waste recycling services, which accepts vapes
- That the Cabinet Member for Zero Carbon Oxford and Climate Justice and the Cabinet Member for Planning and Healthier Communities investigate ways the council can encourage retailers selling disposable vapes in Oxford to provide recycling facilities for vapes in their stores

**f) Clean Air as a Human Right (proposed by Cllr Alex Hollingsworth, seconded by Councillor Lizzy Diggins)**

Labour Member Motion

In August 2022 the United Nations declared that clean air is a Human Right. Yet WHO figures suggest that 99% of the world's population are breathing air that harms their health. Research by the Lancet in the UK shows that outdoor air pollution contributes to more than 25,000 deaths a year.

Two of the most dangerous pollutants are the gas nitrogen dioxide (NO<sub>2</sub>) produced by vehicles and fine particulate matter (PM<sub>2.5</sub>) produced by vehicles, wood burning, industry and farming.

High levels of NO<sub>2</sub> can damage the human respiratory tract and increase a person's vulnerability to respiratory infections and asthma. Microscopic fine particulate matter (PM<sub>2.5</sub>) are small enough to fit through the walls of the lungs and into the bloodstream where they are carried around the body, often eventually lodging themselves in different organs.

Exposure to air pollution increases the risk of respiratory and cardiovascular disease, lung cancer, diabetes, neurological disorders, and adverse pregnancy outcomes. Research has shown a direct link between increasing levels of pollution in the air and GP appointments for respiratory symptoms and asthma, and that exposure to traffic related pollution increases the likelihood of having multiple long term physical and mental health conditions.

Despite this, the current targets for limiting air pollution in England would see the country aiming to be double the current WHO minimum standard by 2040.

This council notes with concern that while cleaner engine standards are reducing some forms of vehicle pollution, there is growing evidence that the increasing size and weight of road vehicles is leading to an increase in harmful PM<sub>2.5</sub> pollution from non-exhaust emissions.

This Council therefore asks the Council Leader to write letters to the two MPs for Oxford and the Secretary of State for Transport, copied to the Leader of Oxfordshire County Council, to:

1. Endorse The Clean Air (Human Rights) Bill introduced to Parliament by Baroness Jenny Jones which has received cross-party support
2. Welcome the statement by Steve Reed MP that a future Labour Government should legislate to make Clean Air a Human Right
3. Continue to support the implementation of Ultra-Low and Zero Emission Zones across the country as a crucial part of the process of reducing air pollution to the WHO minimum standard.
4. Express the Council's concern about the pollution and safety impacts of increasing vehicle size and weight, and to support changes in vehicle taxation and charging that reflect both exhaust and non-exhaust emissions
5. Continue to support local and national policies that aim to reduce car use and to provide safe, affordable and convenient public and active transport alternatives.