

Council



Briefing note and supplementary papers

Date: **Thursday 16 May 2024**

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.

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Briefing note

Information for councillors and additional papers to be considered.

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8 Appointment to Council Committees 2024/25	5 - 10
<p>The Head of Law and Governance has submitted a report asking Council to appoint committees and the members serving on those committees for the Council year 2024-25 in accordance with the provisions of the Local Government and Housing Act 1989 (Section 15) and other relevant legislation.</p> <p>Appendices 2 and 3 have been published as part of the Briefing Note, and any outstanding nominations to committee seats may be announced, or agreed, as appropriate at the meeting.</p> <p>Recommendation(s): Council is recommended to:</p> <ol style="list-style-type: none">1. Approve the structure of the Council committees, as defined within the Council's Constitution and set out in Appendix 1: Committee structure 2024/25;2. Approve the methods, calculations and conventions used in determining political representation on committees as outlined in the report and shown in Appendix 2: Political proportionalities on Council committees 2024-25;3. Appoint to committee seats in accordance with the requirements of political proportionality and the nominations made by political groups, as shown in Appendix 3: Committee nominations 2024-25;4. Agree that all members of Council will form the pool of members able to observe on appeals and some grievances panels in accordance with the Council's policies;5. Appoint three non-executive members to the Oxfordshire Growth Board Scrutiny Panel (see Appendix 3: Committee nominations 2024-25);6. Appoint one non-executive member to the Joint Oxfordshire Health Overview and Scrutiny Committee (see Appendix 3: Committee nominations 2024-25).	

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

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Agenda Item 8

Addendum to the Report

The proposed proportionality is subject to the receipt of the group forms in advance of Council. We anticipate the group forms will be with us ahead of Council and therefore Appendices 2 and 3 have been prepared accordingly.

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Appendix 2: Political proportionalities on Council committees 2024-25

The allocation of seats to political groups has been reviewed based on the political composition of the Council following the election held on Thursday, 2 May 2024. The allocations are shown in Table A below.

Labour: 20

Liberal Dem: 9

Green: 8

Oxford Independent Alliance (IOA): 4

Oxford Community Independents (OCI): 3

Oxford Independent Group (OIG): 2

Real Independents: 2

Table A: Committees subject to proportionality rules

Committee	Seats	Lab	Lib Dem	Green	IOA	OCI	OIG	Real Ind	Total	Balance
General Purposes Licensing Committee	15	6	3	2	1	1	1	1	15	0
Licensing and Gambling Acts Committee	15	6	3	2	1	1	1	1	15	0
Appointments Committee	5	2	1	1	1	0	0	0	5	0
Audit and Governance Committee	7	3	1	1	1	1	0	0	7	0
Investigation and Disciplinary Committee	4	2	1	1	0	0	0	0	4	0
Planning Committee	11	5	2	2	1	1	0	0	11	0
Planning Review Committee	9	4	2	2	1	0	0	0	9	0
Scrutiny Committee	12	4	2	2	1	1	1	1	12	0
Standards Committee	7	3	1	1	1	1	0	0	7	0
Total seats allocated	85	35	16	14	8	6	3	3	85	0
Rounded entitlement		35	16	14	8	6	3	3		
Real entitlement		35.42	15.94	14.17	8.08	6.31	3.54	3.54		
Percentage of seats allocated		(29.75)	(13.6)	(11.9)	(6.8)	(5.1)	(4.25)	(4.25)		

Notes on the allocation of seats to political groups:

- There were:
 - One seat overallocated for Scrutiny, Planning Review, General Purposes Licensing and Licencing and Gambling Acts Committees.
 - One seat under allocated for Standards, Audit and Governance and Appointments Committees.
- To resolve these issues the following steps were followed:
 - The Labour Group lost one seat on Scrutiny Committee.
 - The Oxford Community Independents were allocated seats on Standards, Audit and Governance and Appointments Committees, due to have the closest percentage of 0.5%.
 - The Green Group lost a seat on General Purposes Licensing and Licencing and Gambling Acts Committees, due to lowest rounding up percentage.

Appendix 3: Committee nominations 2024-25

Committee	Labour Group	Liberal Democrat Group	Green Group	Oxford Independent Alliance	Oxford Community Independents	Oxford Independent Group	Real Independent
Oxfordshire Joint Health Overview and Scrutiny Committee (1 seat)	1. Susanna Pressel						
Future Oxfordshire Partnership Scrutiny Panel (3)	1. Tiago Corais	1. Theodore Jupp	1. Alex Powell				
General Purposes Licensing Committee (15) And 🕒 Licensing and Gambling Acts Committee (15)	1. Mary Clarkson 2. Mark Lygo 3. Simon Ottino 4. Asima Qayyum 5. Naomi Waite 6. Louise Upton	1. Jo Sandelson 2. Theodore Jupp 3. Katherine Miles	1. Lois Muddiman 2. Max Morris	1. Ian Yeatman	1. Ed Mundy	1. Ajaz Rehman	1. Mohammed Azad
Appointments Committee (5)	1. Susan Brown 2. Chewe Munkonge	1. Laurence Fouweather	1. Chris Jarvis	1. Judith Harley			
Audit and Governance Committee (7)	1. James Fry 2. Simon Ottino 3. Anna Railton	1. Roz Smith	1. Lois Muddiman	1. Judith Harley	1. Barbara Coyne		
Investigation and Disciplinary Committee (4)	1. Susan Brown 2. Susanna Pressel	1. Roz Smith	1. Emily Kerr				
Planning Committee (11)	1. Nigel Chapman 2. Mary Clarkson 3. Alex	1. Laurence Fouweather 2. Mohammed Altaf-Khan	1. Dianne Regisford 2. Rosie Rawle	1. David Henwood	1. Barbara Coyne		

	Hollingsworth 4. Jemima Hunt 5. Louise Upton						
Planning Review Committee (9)	1. James Fry 2. Mark Lygo 3. Mike Rowley 4. Ed Turner	1. Theodore Jupp 2. Steven Goddard	1. Alex Powell 2. Max Morris	1. Ian Yeatman			
Scrutiny Committee (12)	1. Tiago Corais 2. Simon Ottino 3. Mike Rowley 4. Asima Qayyum	1. Mohammed Altaf-Khan 2. Katherine Miles	1. Chris Jarvis 2. Dianne Regisford	1. Anne Stares	1. Ed Mundy	1. Amar Latif	1. Sajjad Malik
Standards Committee (7)	1. Lizzy Diggins 2. Susanna Pressel 3. Naomi Waite	1. Chris Smowton	1. Max Morris	1. Judith Harley	1. Hosnieh Djafari-Marbini		