

Agenda

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Council

Date: **Monday 19 December 2011**

Time: **5.00 pm**

Place: **Council Chamber, Town Hall**

For any further information please contact:

Mathew Metcalfe, Democratic Services Officer

Telephone: 01865 252214

Email: fullcouncil@oxford.gov.uk

The meeting will also be available via a webcast. This means that people may choose to watch all or part of the meeting over the internet rather than attend in person. The webcast will be available to view on the City Council's website after the meeting.

Council

Membership

Lord Mayor

Councillor Elise Benjamin

Deputy Lord Mayor

Councillor Alan Armitage

Sheriff

Councillor Jean Fooks

Councillor Mohammed Abbasi

Councillor Mohammed Altaf-Khan

Councillor Antonia Bance

Councillor Laurence Baxter

Councillor Tony Brett

Councillor Stephen Brown

Councillor Clark Brundin

Councillor Jim Campbell

Councillor Mary Clarkson

Councillor Colin Cook

Councillor Van Coulter

Councillor Stuart Craft

Councillor Roy Darke

Councillor John Goddard

Councillor Michael Gotch

Councillor Beverley Hazell

Councillor Rae Humberstone

Councillor Graham Jones

Councillor Bryan Keen

Councillor Shah Khan

Councillor Ben Lloyd-Shogbesan

Councillor Mark Lygo

Councillor Sajjad Malik

Councillor Stuart McCready

Councillor Joe McManners

Councillor Mark Mills

Councillor Matt Morton

Councillor Susanna Pressel

Councillor Bob Price

Councillor Nathan Pyle

Councillor Mike Rowley

Councillor Gwynneth Royce

Councillor David Rundle

Councillor Gill Sanders

Councillor Scott Seamons

Councillor Dee Sinclair

Councillor Val Smith

Councillor John Tanner

Councillor Bob Timbs

Councillor Ed Turner

Councillor Oscar Van Nooijen

Councillor Ruth Wilkinson

Councillor David Williams

Councillor Dick Wolff

Councillor Nuala Young

HOW TO OBTAIN AGENDA

In order to reduce the use of resources, our carbon footprint and our costs we will no longer produce paper copies of agenda over and above our minimum internal and Council member requirement. Paper copies may be looked at the Town Hall Reception and at Customer Services, St Aldate's and at the Westgate Library

A copy of the agenda may be:-

- Viewed on our website – mycouncil.oxford.gov.uk
- Downloaded from our website
- Subscribed to electronically by registering online at mycouncil.oxford.gov.uk
- Sent to you in hard copy form upon payment of an annual subscription.

SUMMONS

A meeting of the City Council will be held in the Council Chamber, Town Hall, on Monday 19 December 2011 at 5.00 pm to transact the business set out below.

Peter Sloman

Proper Officer

AGENDA

	Pages
1 MINUTES	1 - 44
Minutes of the ordinary meeting of Council on 10 October 2011.	
2 DECLARATIONS OF INTEREST	
3 APOLOGIES FOR ABSENCE	
4 APPOINTMENTS TO COMMITTEES	
5 LORD MAYOR'S ANNOUNCEMENTS	
(1) The Lord Mayor will announce that Sam Timms, former City Councillor for the Marston Ward from 1992 to 2000 passed away. A minute's silence will be held as a mark of respect.	
(2) The Lord Mayor will announce that His Honour Judge Harold Wilson passed away on Saturday 5 November. Judge Wilson was a circuit judge from 1981 to 2001, resident judge for the Oxford Crown Court from 1993 to 2001 and Honorary Recorder between 1993 and 2001. A minute's silence will be held as a mark of respect.	
(3) The Lord Mayor will welcome the new City Poet, Kate Clanchy, who will address the meeting.	
6 SHERIFF'S ANNOUNCEMENTS	

7 ANNOUNCEMENTS BY THE LEADER

8 ANNOUNCEMENTS BY THE CHIEF EXECUTIVE, THE CHIEF FINANCE OFFICER AND THE MONITORING OFFICER

9 ADDRESSES BY THE PUBLIC

To hear addresses from members of the public in accordance with Council Procedure Rule 11.8 for which the required notice (1.00pm on Thursday 15th December 2011) and the full wording of the address has been given to the Head of Law and Governance.

10 QUESTIONS BY THE PUBLIC

To hear questions from the public in accordance with Council Procedure Rule 11.9 to the Leader or other Board Members of the City Executive Board for which the required notice (1.00pm on Thursday 15th December 2011) and the full wording of the question has been given to the Head of Law and Governance and to hear responses from those Members.

CITY EXECUTIVE BOARD RECOMMENDATIONS

11 SUSTAINABILITY STRATEGY FOR OXFORD 2011-2020

45 - 74

12 CITY EXECUTIVE BOARD DECISIONS (MINUTES) AND SINGLE EXECUTIVE MEMBER DECISIONS (MINUTES)

75 - 90

City Executive Board decisions (Minutes)

- (1) Minutes of the meeting held on 7th December 2011 will be circulated separately prior to the meeting.

Single Executive Member decisions (Minutes)

- (1) Minutes of the Single Executive Member Decision meeting (Board Member – Housing Needs) held on 5th October 2011.
- (2) Minutes of the Single Executive Member Decision meeting (Board Member – Corporate Governance and Strategic Partnerships) held on 13th October 2011.
- (3) Minutes of the Single Executive Member Decision meeting (Board Member – Corporate Governance and Strategic Partnerships) held on 27th October 2011.
- (4) Minutes of the Single Executive Member Decision meeting (Board Member – Housing Needs) held on 3rd November 2011.
- (5) Minutes of the Single Executive Member Decision meeting (Board

Member – Finance and Efficiency) held on 4th November 2011.

- (6) Minutes of the Single Executive Member Decision meeting (Board Member – City Development) held on 10th November 2011.
- (7) Minutes of the Single Executive Member Decision meeting (Board Member – Finance and Efficiency) held on 29th November 2011.
- (8) Minutes of the Single Executive Member Decision meeting (Board Member – Finance and Efficiency) held on 2nd December 2011.

13 RECOMMENDATIONS AND REPORTS FROM SCRUTINY COMMITTEES

None.

14 QUESTIONS ON NOTICE FROM MEMBERS OF COUNCIL

Questions on notice under Council Procedure Rule 11.10(b) may be asked of the Lord Mayor, a Member of the City Executive Board or the Chair of a Committee.

Questions on notice must, by the Constitution, be notified to the Head of Law and Governance by no later than 9.30am on Friday 16th December 2011.

Full details of any questions for which the required notice has been given will be circulated to Members of Council before the meeting.

15 STATEMENTS ON NOTICE FROM MEMBERS OF COUNCIL

Statements on Notice under Council Procedure Rule 11.10(b) may be made. Statements do not need to be directed to a specific Councillor.

Statements on notice must, by the Constitution, be notified to the Head of Law and Governance by no later than 9.30am on Friday 16th December 2011.

Full details of any statements for which the required notice has been given will be circulated to Members of Council before the meeting.

16 CONSIDERATION OF PETITIONS

None.

17 MOTIONS ON NOTICE

Council Procedure Rule 11.14 refers. The Motions (listed in the order received) that have been notified to the Head of Law and Governance by the deadline of 1.00pm on Wednesday 7th December 2011 are attached to this

agenda.

18 REPORTS AND QUESTIONS ABOUT ORGANISATIONS THE COUNCIL IS REPRESENTED ON

19 HORSE DRAWN CARRIAGES - MAKING OF BYELAWS

101 - 140

The Head of Environmental Development has submitted a report which recommends Council to make Byelaws to control licensed Horse Drawn Carriages.

Council is recommended to make the Byelaws and authorise the Head of Law and Governance and the Head of Environmental Development to carry out the necessary statutory procedures.

20 DESIGNATION OF STREETS FOR STREET TRADING

141 - 144

The Head of Environmental Development has submitted a report which seeks approval of the Designation of Streets for Street Trading.

Council is asked to designate all streets within the Oxford City Council trading boundary as Consent Streets for the purposes of the Street Trading Scheme with effect from 1st February 2012.

21 SITES AND HOUSING DEVELOPMENT PLAN DOCUMENT (DPD) - PROPOSED SUBMISSION DRAFT

145 - 300

The Head of City Development has submitted a report which seeks the approval of Council to publish the Proposed Submission Sites and Housing Development Plan Document (DPD) for public consultation and, subject to the outcome of consultation, submit the draft DPD to the Secretary of State for formal examination.

Council is asked:

- (1) To approve the Proposed Submission Sites and Housing DPD (Appendix 3) and the proposed changes to the Proposals Map (Appendix 4) for public consultation for a period of 6 weeks in early 2012;
- (2) To authorise the Head of City Development, in consultation with the Executive Lead Member, to make any necessary editorial corrections to the document, Sustainability Appraisals and Habitat Regulations Assessment, and to agree the final wording and designed versions of these documents before formal publication;
- (3) To approve the Proposed Submission Sites and Housing DPD as a material consideration in determining planning applications;
- (4) To approve all the supporting documentation that includes the Sustainability Appraisal, Habitats Regulation Assessment, Equalities

Impact Assessment, and Pre-Options and Preferred Options Consultation Report (listed in Appendix 1);

- (5) That, following public consultation, to authorise the Head of City Development in consultation with the Executive Lead Member to make any minor changes to the document deemed necessary as a result of public consultation, and then to formally submit the Sites and Housing DPD to the Secretary of State for Communities and Local Government for public examination.

22 BARTON AREA ACTION PLAN - PROPOSED SUBMISSION DRAFT

301 - 358

The Head of City Development has submitted a report. Following consultation on the Preferred Options for the Barton Area Action Plan (AAP) in the summer of 2011, draft planning policies have been prepared to guide development of the land at Barton. The policies are set out in the Proposed Submission Barton AAP. This report seeks approval of Council to publish the Proposed Submission Barton AAP for public consultation early in 2012 and, subject to the outcome of the consultation, submit the draft AAP to the Secretary of State for formal examination.

Council is asked:

- (1) To approve the Proposed Submission Barton AAP and the proposed changes to the Oxford Proposals Map for public consultation for a period of 6 weeks in early 2012, subject to the satisfactory completion of the current transport and drainage modelling studies;
- (2) To approve the supporting documentation listed in Annex 2, ie. Sustainability Appraisal, Habitats Regulation Assessment, Equalities Impact Assessment and Pre-Options and Preferred Options consultation reports;
- (3) To authorise the Head of City Development, in consultation with the Executive Lead Member, to make any necessary editorial corrections to the document, Sustainability Appraisal and Habitat Regulations Assessment, and to agree the final wording and designed version before publication for public consultation;
- (4) To approve the Proposed Submission Barton AAP as a material consideration in determining planning applications;
- (5) That following public consultation, authorise the Head of City Development, in consultation with the Executive Lead Member, to make any minor changes to the document deemed necessary as a result of public consultation, and then to formally submit the Barton AAP to the Secretary of State for Communities and Local Government for public examination.

23 SETTING OF THE COUNCIL TAX BASE 2012-13

359 - 376

The Head of Finance has submitted a report the purpose of which is to set the "Council Tax Base" for 2012/13 as required by Section 33 of the Local

Government Finance Act 1992 and the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended).

Council is asked:

- (a) To approve that the 2012/13 Council Tax Base for the City Council's area as a whole is set at £47,134 (calculation shown in Appendix 1 of the report)
- (b) To approve that the projected level of collection is set at 98%
- (c) That the following tax bases for each of the Parishes, and for the Unparished area of the City (calculations shown in Appendix 2 of the report) be set as follows:

Unparished Area of the City	38,634
Littlemore Parish	1,943
Old Marston Parish	1,308
Risinghurst and Sandhills Parish	1,526
Blackbird Leys Parish	3,723
<u>City Council Total</u>	<u>47,134</u>

24 MATTERS EXEMPT FROM PUBLICATION

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

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

GUIDANCE ON DECLARING INTERESTS AT MEETINGS

What is a personal interest?

You have a personal interest in a matter if that matter affects the well-being or financial position of you, your relatives or people with whom you have a close personal association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests, which you must register.

What do I need to do if I have a personal interest?

You must declare it when you get to the item on the agenda headed “Declarations of Interest” or as soon as it becomes apparent to you. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

What is a prejudicial interest?

You have a prejudicial interest in a matter if;

- a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

What do I need to do if I have a prejudicial interest?

If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.