

Agenda

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Council

Date: **Monday 20 February 2012**

Time: **5.00 pm**

Place: **Council Chamber, Town Hall**

For any further information please contact:

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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 Stuart McCready
Councillor Mohammed Altaf-Khan	Councillor Joe McManners
Councillor Antonia Bance	Councillor Mark Mills
Councillor Laurence Baxter	Councillor Matt Morton
Councillor Tony Brett	Councillor Susanna Pressel
Councillor Stephen Brown	Councillor Bob Price
Councillor Clark Brundin	Councillor Nathan Pyle
Councillor Jim Campbell	Councillor Mike Rowley
Councillor Mary Clarkson	Councillor Gwynneth Royce
Councillor Colin Cook	Councillor David Rundle
Councillor Van Coulter	Councillor Gill Sanders
Councillor Stuart Craft	Councillor Scott Seamons
Councillor Roy Darke	Councillor Dee Sinclair
Councillor John Goddard	Councillor Val Smith
Councillor Michael Gotch	Councillor John Tanner
Councillor Beverley Hazell	Councillor Bob Timbs
Councillor Rae Humberstone	Councillor Ed Turner
Councillor Graham Jones	Councillor Oscar Van Nooijen
Councillor Bryan Keen	Councillor Ruth Wilkinson
Councillor Shah Khan	Councillor David Williams
Councillor Ben Lloyd-Shogbesan	Councillor Dick Wolff
Councillor Mark Lygo	Councillor Nuala Young
Councillor Sajjad Malik	

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:-

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- Downloaded from our website
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- 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 20 February 2012 at 5.00 pm to transact the business set out below.

Peter Sloman

Proper Officer

AGENDA

	Pages
1 MINUTES	1 - 56
Minutes of the ordinary meeting held on 19 th December 2011.	
2 DECLARATIONS OF INTEREST	
3 APOLOGIES FOR ABSENCE	
4 APPOINTMENTS TO COMMITTEES	
5 LORD MAYOR'S ANNOUNCEMENTS	
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 16 th February 2012) 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 16th February 2012) and the full wording of the question has been given to the Head of Law and Governance and to hear responses from those Members.

11 REPORT OF THE COUNCIL'S CHIEF FINANCE OFFICER ON THE ROBUSTNESS OF THE BUDGET

57 - 64

The Corporate Director Finance and Efficiency has submitted a report under Section 25 of the Local Government Act 2003 which requires her to report to the Council on:

- (a) The robustness of the estimates made for the purposes of the calculations of the budget, and
- (b) The adequacy of the proposed financial reserves.

Council is asked to note the report when setting its budget for 2012/13 and the indicative budgets for 2013/14 – 2015/16.

CITY EXECUTIVE BOARD RECOMMENDATIONS - ITEMS 12 - 15

12 BUDGET 2012/13 - 2015/16

65 - 234

AGENDA ITEMS 13 - 28 CONTAINED IN VOLUME 2

13 CORPORATE PLAN 2012-2017

237 - 294

14 TREASURY MANAGEMENT 2011/12 STRATEGY UPDATE AND 2012/13 STRATEGY

295 - 322

15 HOUSING REVENUE ACCOUNT (HRA) BUSINESS PLAN DRAFT FOR CONSULTATION

323 - 372

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

373 - 378

City Executive Board decisions (Minutes)

- (1) Minutes of the meeting held on 8th February 2012 will be circulated separately prior to the meeting

Single Executive Member decisions (Minutes)

- (1) Minutes of the Single Executive Member Decision meeting (Board Member – Finance and Efficiency) held on 22nd December 2011.
- (2) Minutes of the Single Executive Member Decision meeting (Board Member – City Development) held on 2nd February 2012.
- (3) Minutes of the Single Executive Member Decision meeting (Board Member – Corporate Governance and Strategic Partnerships) held on 2nd February 2012.

17 RECOMMENDATIONS AND REPORTS FROM SCRUTINY COMMITTEES

18 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 17th February 2012.

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

19 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 17th February 2012.

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

20 PETITIONS - "DON'T CUT SERVICES IN EAST OXFORD"

379 - 380

The Head of Law and Governance has submitted a report which advises on the procedure that Council needs to follow under the Council's Petitions Scheme in respect of large petitions, and to provide information specifically on the petition entitled "Don't Cut Services in East Oxford".

Council is being recommended to follow the procedure for large petitions by hearing the head petitioner and to then debate the petition and decide how to advise the Executive.

21 MOTIONS ON NOTICE

381 - 382

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 8th February 2012 are attached to this agenda.

22 REPORTS AND QUESTIONS ABOUT ORGANISATION THE COUNCIL IS REPRESENTED ON

23 COUNCIL TAX 2012/13

383 - 394

The Head of Finance has submitted a report. The Council Tax for Oxford City for 2012/13 is required to be set by Council, in accordance with the Local Government Finance Acts, 1988 and 1992, as amended by The Localism Act 2011. This report contains the necessary calculations.

Council is asked to approve for 2012/13:

- (a) The City Council's precept and Council Tax requirement of £12,587,330 (inclusive of Parish Precepts). Net of the Parish Precepts, the figure is £12,394,330.
- (b) The average Band D Council Tax figure (excluding Parishes) of £262.96. This remains the same as in 2011/12, i.e. a zero percent increase. Including Parish Precepts the figure is £267.05, a minimal (0.41p) increase on the 2011/12 figure of £266.64 (see paragraph 11).
- (c) The contribution to the Parish of Old Marston of £10,000 in recognition of the additional expenditure that Parish incurs as a consequence of maintaining the cemetery (see paragraph 17 of the report).
- (d) The amount of £490,303 to be treated as Special Expenses (see paragraph 18 of the report).
- (e) The Band D Council Taxes for the various areas of the City (excluding the Police and County Council's additions) as follows:-

Littlemore	£284.50	
Old Marston	£291.55	
Risinghurst and Sandhills		£279.97
Blackbird Leys	£261.16	
Unparished Area	£265.15	

These figures include the Parish Precepts and special expensing amounts as appropriate on top of the City-wide Council Tax of £252.56.

The Council is also asked to note:

- (f) Oxfordshire County Council's precept and Band D Council Tax (see paragraph 21 of the report).
- (g) The Thames Valley Police Authority's precept and Band D Council Tax (see Paragraph 22 of the report).

- (h) The overall average Band D equivalent Council Tax of £1,583.06.
This includes the Parish Precepts.

24 REVISED CONTRACT AND FINANCE RULES AND OTHER MATTERS

395 - 422

The Head of Law and Governance/Monitoring Officer has submitted a report which presents revised Contract and Finance Rules and other matters for adoption.

Council is asked:

- (a) To adopt the revised Contract and Finance Rules appended to this report and to replace with immediate effect the existing Contract and Finance Rules in the Constitution;
- (b) That the constitutional amendment proposed at paragraph 18 of this report be also approved with immediate effect.

25 PAY POLICY STATEMENT

423 - 444

The Head of People and Equalities has submitted a report which seeks approval for a Pay Policy Statement for the Council as required under the Localism Act 2011.

Council is asked:

- (a) To approve the Pay Policy Statement as agreed with the trade unions and appended to this report with immediate effect:
- (b) To authorise the Head of People and Equalities to implement the approved Policy and make changes to it if required to put right any clerical mistakes or to reflect changes in the law.

26 PROGRAMME OF COUNCIL AND COMMITTEE MEETINGS 2012/13 AND 2013/14

445 - 460

The Head of Law and Governance has submitted a report which seeks Council's agreement to a programme of Council and Committee meetings for the Council Years 2012/13 and 2013/14.

Council is asked to approve the timetable of Council and Committee meetings for the Council Years 2012/13 and 2013/14.

27 COMMUNITY GOVERNANCE REVIEW - BLACKBIRD LEYS PARISH COUNCIL - REDUCTION IN MEMBERS

461 - 470

The Head of Law and Governance has submitted a report which asks Council to approve the terms of reference for a community governance review into

the number of councillors on Blackbird Leys Parish Council.

Council is recommended to approve the terms of reference for the community governance review of Blackbird Leys Parish Council.

28 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.