

Agenda

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Annual Council

Date: **Wednesday 23 May 2012**

Time: **4.00 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 Mohammed Altaf-Khan

Councillor Antonia Bance

Councillor Laurence Baxter

Councillor Tony Brett

Councillor Jim Campbell

Councillor Anne-Marie Canning

Councillor Bev Clack

Councillor Mary Clarkson

Councillor Colin Cook

Councillor Van Coulter

Councillor Steve Curran

Councillor Roy Darke

Councillor James Fry

Councillor John Goddard

Councillor Michael Gotch

Councillor Mick Haines

Councillor Sam Hollick

Councillor Rae Humberstone

Councillor Graham Jones

Councillor Pat Kennedy

Councillor Shah Khan

Councillor Ben Lloyd-Shogbesan

Councillor Mark Lygo

Councillor Sajjad Malik

Councillor Stuart McCready

Councillor Joe McManners

Councillor Mark Mills

Councillor Helen O'Hara

Councillor Susanna Pressel

Councillor Bob Price

Councillor Mike Rowley

Councillor Gwynneth Royce

Councillor David Rundle

Councillor Gill Sanders

Councillor Scott Seamons

Councillor Craig Simmons

Councillor Dee Sinclair

Councillor Val Smith

Councillor John Tanner

Councillor Ed Turner

Councillor Oscar Van Nooijen

Councillor Ruth Wilkinson

Councillor David Williams

Councillor Dick Wolff

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SUMMONS

The Annual Meeting of the City Council will be held in the Town Hall, on Wednesday 23 May 2012 at 4.00 pm to transact the business set out below.

Peter Sloman

Proper Officer

AGENDA

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1 ELECTION OF LORD MAYOR FOR THE COUNCIL YEAR 2012/13	
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10 APPOINTMENT OF COMMITTEE FOR THE COUNCIL YEAR 2012/13 AND OTHER MATTERS	9 - 20

The Head of Law and Governance has submitted a report which invites Council to appoint committees for the Council Year 2012/13 and members to

serve upon them and recommends a change to the carrying out of council responsibilities in respect of licensing.

Council is recommended

- (1) To appoint a Licensing Committee (last year called the Licensing and Gambling Acts Committee) to discharge the responsibilities contained in the Licensing Act 2003 and the Gambling Act 2005, with powers and duties as set out in paragraphs 5.4 and 5.5 of the Constitution (amended as referred to in recommendation 7 below), and members to it.
- (2) To consider the appointment of an East Area Planning Committee, a West Area Planning Committee, a Planning Review Committee, an Audit and Governance Committee, a General Purposes Licensing Committee, an Appointments Committee and a Disciplinary Committee for the Chief Executive, Directors and Heads of Service (each of these committees were appointed for the 2011 - 12 Council Year), with powers and duties as set out in Sections 5 and 7 of the Constitution, and members to serve upon them.
- (3)(a) Subject to Council agreeing the report on standards arrangements that appears as item 13 on the agenda of this Annual Meeting of council, to appoint a politically balanced Standards Committee with powers and duties as set out in the report, the Committee to come into being when the law is changed (expected to be on 1st July 2012)
- (3)(b) Until the law is changed (expected to be on 1st July 2012) to appoint a Standards Committee with the composition and membership as shown in Appendix 2 to this report and powers and duties as set out in Section 7 of the Constitution.
- (4) To appoint at least one scrutiny committee and members to serve upon it.
- (5) To consider whether to appoint a pool of members to be the observer representative on appeals bodies as described in paragraph 9 of this report.
- (6) To appoint a member to the Oxfordshire Joint Health Overview and Scrutiny Committee – paragraph 10 of this report refers.
- (7) That responsibility for recommending all licensing policies to full Council become that of the City Executive Board.
- (9) To authorise the Head of Law and Governance to make any changes to the Constitution in consequence of Council's decisions on committee appointments and powers and duties.

11 REPORT OF THE LEADER OF THE COUNCIL

Council will receive a report from the Leader on the appointment of the Deputy Leader of the Council, the appointment of Board Members and the Executive Scheme of Delegation.

12 COUNCIL SCHEME OF DELEGATION

The Chief Executive recommends Council to reaffirm for the Council Year 2012/13 its agreement to the Council's Scheme of Delegation set out in Section 5 of the Council's Constitution and to note the Executive's Scheme of Delegation as set out in Section 4 of the Constitution.

13 STANDARDS - CODE OF CONDUCT, COMPLAINT HANDLING, ARRANGEMENTS AND STANDARDS COMMITTEE

21 - 42

The Head of Law and Governance/Monitoring Officer has submitted a report which presents the recommendations of the Standards Committee in relation to the adoption of a new Code of Conduct and standards arrangements in consequence of the Localism Act 2011.

Council recommended:

- (1) That the draft Code of Conduct and complaint handling arrangements be adopted to take effect immediately on the statutory repeal of the present Code and arrangements.
- (2) That Council establishes a non-statutory Standards Committee with terms of reference as set out in this report.
- (3) That the Head of Law and Governance be authorised to make any consequential amendments to the Constitution.
- (4) That Council records its thanks to all Independent and Parish Council Members who have served on the statutory Standards Committee for their significant contribution to its work over the period 2001-2012.

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.