

Agenda

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Council

Date: **Monday 20 February 2017**

Time: **5.00 pm**

Place: **Council Chamber, Town Hall**

For any further information please contact:

**Jennifer Thompson, Committee and Members Services
Officer**

Telephone: 01865 252275

Email: democraticservices@oxford.gov.uk

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Council

Membership

Lord Mayor	Councillor Mohammed Altaf-Khan	
Deputy Lord Mayor	Councillor Rae Humberstone	
Sheriff	Councillor Susan Brown	
Members	Councillor Colin Cook	Councillor Sajjad Malik
	Councillor Mohammed Abbasi	Councillor Chewe Munkonge
	Councillor Farida Anwar	Councillor Michele Paule
	Councillor Jamila Begum Azad	Councillor Jennifer Pegg
	Councillor Ruthi Brandt	Councillor Susanna Pressel
	Councillor Nigel Chapman	Councillor Bob Price
	Councillor Mary Clarkson	Councillor Mike Rowley
	Councillor Van Coulter	Councillor Gill Sanders
	Councillor Steven Curran	Councillor Christine Simm
	Councillor Jean Fooks	Councillor Craig Simmons
	Councillor James Fry	Councillor Dee Sinclair
	Councillor Andrew Gant	Councillor Linda Smith
	Councillor Stephen Goddard	Councillor John Tanner
	Councillor Angie Goff	Councillor Richard Tarver
	Councillor Mick Haines	Councillor Sian Taylor
	Councillor Tom Hayes	Councillor David Thomas
	Councillor David Henwood	Councillor Marie Tidball
	Councillor Alex Hollingsworth	Councillor Ed Turner
	Councillor Dan Iley-Williamson	Councillor Louise Upton
	Councillor Pat Kennedy	Councillor Elizabeth Wade
	Councillor Tom Landell Mills	Councillor Ruth Wilkinson
	Councillor Ben Lloyd-Shogbesan	Councillor Dick Wolff
	Councillor Mark Lygo	

The quorum for this meeting is 12 members.

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SUMMONS

A meeting of the City Council will be held in the Council Chamber, Town Hall, on Monday 20 February 2017 at 5.00 pm to transact the business set out below.

Peter Sloman

Proper Officer

AGENDA

Pages

PUBLIC BUSINESS

- 1 APOLOGIES FOR ABSENCE
- 2 DECLARATIONS OF INTEREST
- 3 ANNOUNCEMENTS RELATING TO ITEMS ON THIS AGENDA

Announcements by:

- (1) The Lord Mayor
- (2) The Sheriff
- (3) The Leader of the Council
- (4) The Chief Executive, Chief Finance Officer, Monitoring Officer

- 4 **AGREEMENT OF PROCEDURE FOR DEBATE ON THE MEDIUM TERM FINANCIAL STRATEGY AND BUDGET**

The procedure for the debate on the Medium Term Financial Strategy and the Budget is set out in the Council's Constitution at 11.3.

Any amendments to the procedure must be agreed by majority vote and will only apply to this meeting.

Amendments to the budget published in this agenda must be received by Committee and Member Services by 1.00pm one working day before the meeting (Friday 17 February).

Recommendations: Council is recommended to agree the times permitted for each stage in the procedure as detailed in the constitution and set out below:

The total time for this item is limited to 1 hour 25 minutes excluding: the debates at (b); voting; and adjournments.

All speakers have 3 minutes unless otherwise stated.

- (a) Proposal of the Executive Board budget by the Leader of the Council (15 minutes)
- (b) Amendments submitted by opposition groups (proposal and debate 30 minutes for each group's amendments including voting: proposer may speak for up to 10 minutes).

Opposition groups will present their budgets for debate as amendments to the recommendations.

The proposals will be voted on as one amendment for each group.

Break

- (c) Individual amendments will be presented (maximum 40 minutes in total including voting)

Individual amendments must be submitted in writing on the form provided to the clerk in advance of the meeting or at least 15 minutes before the start of this item at the meeting on the form provided. These will be circulated to members.

Amendments will be taken in the order submitted and will be "taken as read". A proposer and seconder are required. Should the proposer and seconder agree amendments can be taken in groups. Any amendments not taken within the time fall.

- (d) Debate the budget (as amended) (30 minutes or the remaining time overall whichever is the longer)
- (e) Recorded vote
- (f) Adjournment for 10 minutes if necessary to allow the Leader to consider any implications of the decision.

5 PUBLIC ADDRESSES AND QUESTIONS THAT RELATE TO MATTERS FOR DECISION AT THIS MEETING

Public addresses and questions to the Leader or other Board member received in accordance with Council Procedure Rule 11.11 and 11.12 relating to matters for decision on this agenda.

The request to speak accompanied by the full text of the address or question must be received by the Head of Law and Governance by

5.00 pm on Tuesday 14 February.

The briefing note will contain the text of addresses and questions submitted by the deadline, and written responses where available.

A total of 30 minutes is available for this item. Responses are included in this time. Up to five minutes is available for each public address and three minutes for each question.

BUDGET AND COUNCIL TAX

6 **REPORT OF THE COUNCIL'S CHIEF FINANCE OFFICER ON THE ROBUSTNESS OF THE 2017/18 BUDGET** To Follow

Report of the Head of Financial Services on the soundness of the financial proposals before Council (**to follow in the briefing note**)

The Head of Financial Services will present the report and recommendations.

Recommendations: Council is recommended to note the report and its implications.

7 **SCRUTINY RESPONSE: BUDGET 2017/2018** 15 - 32

The report and recommendations of the Finance Panel of the Scrutiny Committee to the City Executive Board meeting on 9 February and the Board's response are attached.

The Chair of the Finance Panel will present the report and the recommendations.

Recommendation: Council is asked to note the report and the City Executive Board's response set out in the attached document and in the minutes of the meeting of 9 February.

8 **LICENSING AND GAMBLING ACTS AND GENERAL PURPOSES LICENSING COMMITTEES RECOMMENDATIONS ON FEES AND CHARGES**

The Licensing and Gambling Acts and General Purposes Licensing Committees considered reports on fees and charges for the licensing functions dealt with at their meetings on 23 January.

The draft minutes of the Committees and the reports accompanying the three sets of fees and charges are attached.

These fees and charges are included in the papers for Item 9 at

Appendix 7.

The Committee Chairs may wish to present the recommendations.

Recommendations: Council is recommended to:

1. agree the recommendations of the Licensing and Gambling Acts Committee (Appendix 7, relevant Community Services Fees and Charges); and
2. agree the recommendations of the General Purposes Licensing Committee in respect of fees for other licensable activities (Appendix 7, relevant Community Services Fees and Charges);
3. agree the recommendations of the General Purposes Licensing Committee in respect of fees for miscellaneous activities (Appendix 7, relevant Planning and Regulatory Fees and Charges).

8a Licensing and Gambling Acts Fees and Charges 2017/18 33 - 40

8b Licence Fees and Charges for the 2017/18 financial year: Commercial Events, Hackney Carriage and Private Hire, Road Closure Orders, Scrap Metal Dealers, Sex Establishments and Street Parties 41 - 46

8c Licence Fees and Charges for 2017/18: Miscellaneous activities 47 - 54

9 BUDGET 2017/2018: MEDIUM TERM FINANCIAL STRATEGY 2017-18 TO 2020-21 AND 2017-18 BUDGET 55 - 198

The Head of Financial Services submitted a report to the City Executive Board on 9 February which presents the outcome of the budget consultation and the Council's Medium Term Financial Strategy for 2017-21 and 2017-18 Budget for recommendation to Council.

The minutes of that meeting are available.

The Deputy Leader will move the City Executive Board's recommendations.

Opposition Group amendments to the budget will be circulated with the briefing note.

The procedure for this item is at Agenda Item 4.

Recommendations: Council is recommended to:

- a. note that the City Executive Board agreed to recommend to Council the budget published as part of the agenda for their meeting on 9 February with amendments as set out below;

- b. note the implications (contained in this budget) of the City Executive Board's decision on [15 December 2016](#) to make an investment to expand the [commercial waste fleet collection capacity](#) by adding an additional refuse collection vehicle (RCV) to the vehicle replacement programme and place an order for this vehicle now and creating two permanent posts, one driver and one loader, to crew the additional RCV;
- c. consider the recommendations of the City Executive Board including the amendments below;
- d. consider the substantive amendments proposed by the opposition groups; and published with the briefing note;
- e. consider individual amendments; and
- f. agree the recommendations from the City Executive Board to Council or with further amendments:

The City Executive Board recommends that Council:

1. **approve** the 2017-18 General Fund and Housing Revenue Account budgets and the General Fund and Housing Revenue Account Medium Term Financial Plan as set out in Appendices 1-10, noting:
 - a) the Council's General Fund Budget Requirement of £21.055 million for 2017/18 and an increase in the Band D Council Tax of 1.99% or £5.67 per annum representing a Band D Council Tax of £290.19 per annum;
 - b) the Housing Revenue Account budget for 2017/18 of £44.285 million and a reduction of 1% (£1.06/wk) in social dwelling rents from April 2017 giving a revised weekly average social rent of £105.65 as set out in Appendix 4;
 - c) the General Fund and Housing Revenue Account Capital Programme as shown in Appendix 6;
2. **agree not to implement** the voluntary 'Pay to Stay' policy for Council house tenants (para 28 of the report refers);
3. **agree** the fees and charges shown in Appendix 7 with the amendment to waive the fees for:
 - Interment of a child – who at the time of death was less than 1 month (Resident); and
 - Interment of a child - who at time of death was prior to 12th birthday (Resident).
4. **delegate authority** to the Section 151 Officer in consultation with the Board Member for Finance, Asset Management and Public Health the decision to determine whether it is financially advantageous for the Council to enter into a Business Rates Distribution Agreement as referred to in paragraphs 16-17 of the report;

5. **agree** an additional loan of up to £75,000 for working capital to Oxwed (Oxford West End Development Company) as highlighted in paragraph 41 of the report;
6. **agree** provision of a loan facility to Oxford City Housing Ltd of up to £61 million (paras 39-40 of the report) an extra £48.75 million over the next four years, subject to the provision of; and agreement to a business plan by the Company; and
7. **agree** to retain the additional £200,000 pension provision to cover potential increased liability to the Council arising from TUPE transfer of staff to a Local Authority wholly owned company for Direct Services.

A recorded vote must be taken at stage (f).

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| 9a | Alternative budget proposals - Liberal Democrat amendments | To Follow |
| | Liberal Democrat Group's amendments to the revenue and capital budgets including explanation. | |
| 9b | Alternative budget proposals - Green amendments | To Follow |
| | Green Group's amendments to the revenue and capital budgets including explanation. | |
| 9c | City Executive Board Minutes | To Follow |

10	COUNCIL TAX 2017/18	199 - 212
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The Head of Financial Services has submitted a report which sets out the necessary calculation to enable Council to set the 2017/18 Council Tax for Oxford City.

The Deputy Leader will move the recommendations and the Head of Financial Services will be available to answer questions.

Recommendations: Council is asked to approve for 2017/18:

1. The City Council's precept and Council Tax requirement of £13,163,986 including Parish precepts and £12,949,098 excluding Parish precepts.
2. The average Band D Council Tax figure (excluding Parish Precepts) of £290.19, a **1.99%** increase on the 2016/17 figure of £284.52. Including Parish Precepts the figure is £295.00, a 2.06% increase (paragraphs 3 & 4 of the report).

3. A contribution of £10,000 to Old Marston Parish Council in recognition of the additional expenditure that the Parish incurs as a consequence of maintaining the cemetery (paragraphs 11 and 12 of the report).
4. The amount of £561,275 to be treated as Special Expenses (paragraph 15 of the report).
5. The Band D Council Taxes for the various areas of the City (excluding the Police and County Council's precepts) as follows:

Littlemore	£326.64
Old Marston	£320.16
Risinghurst and Sandhills	£310.16
Blackbird Leys	£288.43
Unparished Area	£292.58

These figures include the Parish Precepts and special expensing amounts as appropriate; in addition to the City-wide Council Tax of £277.61.

The Council is also asked to note:

6. Oxfordshire County Council's precept and Band D Council Tax as set out in paragraph 18 of the report.
7. The Police and Crime Commissioner for the Thames Valley's precept and Band D Council Tax as set out in paragraph 19 of the report, and
8. The overall average Band D equivalent Council Tax of £1,810.87 including Parish Precepts (subject to confirmation of the Band D figures for the County Council and Police and Crime Commissioner – as set out in paragraphs 18 and 19 of the report).

A recorded vote will be taken.

CITY EXECUTIVE BOARD RECOMMENDATIONS

11 TREASURY MANAGEMENT STRATEGY 2017/18

213 - 236

The Head of Financial Services submitted a report to the City Executive Board on 9 February which presents the Council's Treasury Management Strategy for 2017/18 together with the Prudential Indicators for 2017/18 to 2019/20.

The Deputy Leader will move the recommendations and the Head of Financial Services will be available to answer questions.

Recommendations: the City Executive Board recommends that

Council:

1. **approve** the Treasury Management Strategy 2017/18, and adopt the Prudential Indicators for 2017/18 – 2019/20 as set out in paragraphs 7 to 37 and Appendix 2 of the report;
2. **approve** the Borrowing Strategy at paragraphs 7 to 18 of the report;
3. **approve** the Minimum Revenue Provision (MRP) Statement at paragraphs 19 to 22 of the report which sets out the Council's policy on charging borrowing to the revenue account; and
4. **approve** the Investment Strategy for 2017/18 and investment criteria as set out in paragraphs 23 to 37 and Appendix 1 of the report.

12 SALE OF PROPERTIES TO OXFORD CITY HOUSING LIMITED

237 - 246

This decision relates to the 2016-17 budget.

The Heads of Housing and Property Services and Financial Services submitted a report to the City Executive Board on 9 February asking for authorisation for the transfer of 5 properties to the company.

The Board Member for Housing will present the report.

Recommendations: the City Executive Board recommends that Council:

1. **make available in 2016-17** a state aid compliant loan facility for Oxford City Housing Limited to enable the company to purchase the 5 properties identified in this report; the loan being for £742,606 which includes the purchase price and the associated costs of acquisition.
2. **include** the provision of the loan facility mentioned above as an additional expenditure item in the 2016/17 capital programme, funded by the associated capital receipt received from the disposal.

13 ANNUAL UPDATE ON THE CORPORATE PLAN 2016-2020

247 - 264

The Assistant Chief Executive submitted a report to the City Executive Board on 9 February which seeks approval of the 2016 annual update report on the Corporate Plan 2016-20.

Recommendations: Council is asked to note the annual update of the Corporate Plan 2016-20.

14 MATTERS EXEMPT FROM PUBLICATION AND EXCLUSION OF THE PUBLIC

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)

UPDATES AND ADDITIONAL INFORMATION TO SUPPLEMENT THIS AGENDA ARE PUBLISHED IN THE COUNCIL BRIEFING NOTE.

Additional information, councillors’ questions, public addresses and amendments to motions are published in a supplementary briefing note. The agenda and briefing note should be read together.

The Briefing Note is published as a supplement to the agenda. It is available on the Friday before the meeting and can be accessed along with the agenda on the council’s website.

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed “Declarations of Interest” or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council’s area; licences for land in the Council’s area; corporate tenancies; and securities. These declarations must be recorded in each councillor’s Register of Interests which is publicly available on the Council’s website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members’ Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members’ Code of Conduct says that a member “must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself” and that “you must not place yourself in situations where your honesty and integrity may be questioned”. What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

¹Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member’s spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.