

# Agenda

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## Council

Date: **Monday 19 February 2018**

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Time: **5.00 pm**

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Place: **Council Chamber, Town Hall**

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For any further information please contact:

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Telephone: 01865 252275

Email: [democraticservices@oxford.gov.uk](mailto:democraticservices@oxford.gov.uk)

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If you intend to record the meeting, it would be helpful if you speak to the Committee Services Officer before the start of the meeting.

This meeting will also be available via a webcast. The webcast will be available to view on the City Council's website after the meeting.

# Council

## Membership

**Lord Mayor**

**Councillor Jean Fooks**

**Deputy Lord Mayor**

**Councillor Christine Simm**

**Sheriff**

**Councillor Mohammed Altaf-Khan**

**Members**

**Councillor Mohammed Abbasi**

**Councillor Mark Lygo**

**Councillor Farida Anwar**

**Councillor Sajjad Malik**

**Councillor Jamila Begum Azad**

**Councillor Chewe**

**Councillor Ruthi Brandt**

**Munkonge**

**Councillor Susan Brown**

**Councillor Michele Paule**

**Councillor Nigel Chapman**

**Councillor Susanna Pressel**

**Councillor Mary Clarkson**

**Councillor Bob Price**

**Councillor Colin Cook**

**Councillor Mike Rowley**

**Councillor Steven Curran**

**Councillor Gill Sanders**

**Councillor James Fry**

**Councillor Craig Simmons**

**Councillor Andrew Gant**

**Councillor Dee Sinclair**

**Councillor Stephen Goddard**

**Councillor Linda Smith**

**Councillor Angie Goff**

**Councillor John Tanner**

**Councillor Mick Haines**

**Councillor Richard Tarver**

**Councillor Tom Hayes**

**Councillor Sian Taylor**

**Councillor David Henwood**

**Councillor David Thomas**

**Councillor Alex Hollingsworth**

**Councillor Marie Tidball**

**Councillor Rae Humberstone**

**Councillor Ed Turner**

**Councillor Dan Iley-Williamson**

**Councillor Louise Upton**

**Councillor Pat Kennedy**

**Councillor Elizabeth Wade**

**Councillor Mark Ladbrooke**

**Councillor Ruth Wilkinson**

**Councillor Tom Landell Mills**

**Councillor Dick Wolff**

**Councillor Ben Lloyd-**

**Vacancy**

**Shogbesan**

The quorum for this meeting is 12 members

### **Copies of this agenda**

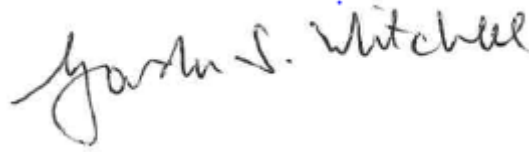
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## Summons

A meeting of the City Council will be held in the Council Chamber, Town Hall, on Monday 19 February 2018 at 5.00 pm to transact the business set out below.



Proper Officer

## AGENDA

Pages

### PUBLIC BUSINESS

**1 Apologies for absence**

**2 Declarations of interest**

**3 Announcements relating to items on this agenda**

Announcements about matters relating to items on this agenda and urgent matters from:

- (1) The Lord Mayor
- (2) The Leader of the Council
- (3) 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 16 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/ alternative budgets 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.

## OFFICER REPORTS

### 6 Report of the Independent Remuneration Panel

13 - 26

The Head of Law and Governance has submitted a report presenting the recommendations of the Council's Independent Remuneration Panel (IRP). The IRP's report contains proposed amendments for the Oxford City Council Members' Allowances Scheme which will expire on 31 March 2019.

The report of the IRP is attached.

Councillor Brown, Leader of the Council, will speak to the recommendations.

#### **Recommendations of the IRP: that Council resolves to**

1. agree that the non-statutory Deputy Leader should receive a Special Responsibility Allowance (SRA) from 1 January 2018 at the rate of one full SRA (1 x Basic Allowance) in accordance with paragraphs 17-23 of the report from the IRP;
2. agree that if a qualifying member in receipt of an SRA wishes to take a leave of absence from the duties for which they receive the SRA due to maternity or adoption leave they will continue to receive half of the SRA to which they are entitled for a period of up to six months in accordance with paragraphs 26-31 of the report from the IRP;
3. delegate to the Committee and Member Services Manager authority to pay the costs of making reasonable adjustments for any Councillor with a disability who makes an application to him up to £1,000 in any one year (1 April – 31 March) in accordance with paragraphs 24-25 of the report from the IRP;
4. delegate authority to the Head of Law & Governance to exercise her discretion if a member with a disability requires reasonable adjustments in excess of £1,000 in any year;
5. authorise the Head of Law and Governance to amend the existing Members' Allowances scheme in accordance with the above recommendations and to incorporate it into the Council's Constitution; and
6. thank the Independent Remuneration Panel for its work.

## BUDGET AND COUNCIL TAX

- 7 Report of the Council's Chief Finance Officer on the robustness of the 2017/18 budget** 27 - 40
- Report of the Head of Financial Services on the soundness of the financial proposals before Council
- The Head of Financial Services will present the report and recommendations.
- Recommendations:** That Council notes this report in setting its budget for 2018/19 and the indicative budgets for 2019/20 – 2021/22.
- 8 Scrutiny Response: Budget 2018/2019** 41 - 50
- The report and recommendations of the Finance Panel of the Scrutiny Committee to the City Executive Board meeting on 13 February are attached.
- The Board's response will be published in minutes of that meeting.
- 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 which will be published in the minutes of the meeting of 13 February.
- 9 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 24 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 also included in the report at Item 10.
- The Committee Chairs may wish to present the recommendations.
- Recommendations:** Council is recommended to agree the licence fees and charges for 2018/19 as set out in 9a, 9b and 9c and in Item 10 Appendix 7 (relevant Community Services Fees and Charges and relevant Planning and Regulatory Fees and Charges).

9a	<b>Licensing and Gambling Acts Fees and Charges 2018/19</b>	51 - 58
9b	<b>Licence Fees and Charges for the 2018/19 financial year: Commercial Events, Hackney Carriage and Private Hire, Road Closure Orders, Scrap Metal Dealers, Sex Establishments and Street Parties</b>	59 - 66
9c	<b>Licence Fees and Charges for 2018/19: Miscellaneous activities</b>	67 - 70
10	<b>Budget 2017/2018: Medium Term Financial Strategy 2019-20 to 2021-22 and 2018-19 Budget</b>	71 - 216

The Head of Financial Services submitted a report to the City Executive Board on 13 February which presents the outcome of the budget consultation and seeks agreement of the Council's Medium Term Financial Strategy for 2019-20 to 2021-22 and 2018-19 Budget for recommendation to Council.

The Head of Housing submitted a report to the City Executive Board on 13 February recommending that full Council include an additional budget in the HRA capital programme of £1,035,000 for the acquisition of social housing properties from the open market, funded by the receipt from the sale of 156 Walton Street listed as social rented housing acquisitions in Appendix 6 (Capital Budget).

The minutes of that meeting will be available in the briefing note.

The Board Member for Finance and Asset Management will move the City Executive Board's recommendations.

Amendments to the budget submitted by opposition groups or individual councillors will be circulated with the briefing note.

**The procedure for this item is at Agenda Item 4.**

**Recommendations:** Council is recommended to:

- a. note the City Executive Board recommendations to Council including the budget published as part of the agenda for the meeting on 13 February with any amendments as set out in the minutes of that meeting;
- b. consider the recommendations of the City Executive Board including any amendments;
- c. consider the substantive amendments proposed by the opposition groups; and published with the briefing note;
- d. consider individual amendments; and
- e. agree the recommendations from the City Executive Board as presented below or with further amendments.

**The City Executive Board will be asked to recommend subject to decisions taken at its meeting on 13 February that Council resolves to:**

- 1) **Approve** the 2018-19 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 £23.369 million for 2018/19 and an increase in the Band D Council Tax of 2.99% or £8.67 per annum representing a Band D Council Tax of £298.86 per annum
  - b) the Housing Revenue Account budget for 2018/19 of £43.241 million and a reduction of 1% (£0.85/wk) in social dwelling rents from April 2018 giving a revised weekly average social rent of £104.58 as set out in Appendix 4
  - c) the General Fund and Housing Revenue Account Capital Programme as shown in Appendix 6
- 2) **Agree** the fees and charges shown in Appendix 7 (*noting the decision taken separately at Item 9*)
- 3) **Delegate authority to** the Section 151 Officer in consultation with the Board Member for Finance and Assets 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 12-14 below.
- 4) **Agree** to increase the long term empty property premium from 50% to 100% at the earliest opportunity so as to encourage long term empty properties back into use.

*A recorded vote must be taken at stage (e).*

**10a Alternative budget proposals - Liberal Democrat amendments**

Liberal Democrat Group's amendments to the revenue and capital budgets, including explanation, for debate.

Published in the Briefing Note.

**10b Alternative budget proposals - Green amendments**

Green Group's amendments to the revenue and capital budgets, including explanation, for debate.

Published in the Briefing Note.

**10c Minutes of meeting Tuesday 13 February 2018 of City Executive Board**

For information: published in the Briefing Note.



## 11 Council Tax 2018/19

217 - 232

The Head of Financial Services has submitted a report which sets out the necessary calculation to enable Council to set the 2018/19 Council Tax for Oxford City.

The Board Member for Finance and Asset Management will move the recommendations and the Head of Financial Services will be available to answer questions.

### **Recommendations: Council is asked to approve for 2018/19:**

1. The City Council's precept and Council Tax requirement of £13,556,751 including Parish precepts and £13,336,276 excluding Parish precepts.
2. The average Band D Council Tax figure (excluding Parish Precepts) of £298.86 a 2.99% increase on the 2017/18 figure of £290.19. Including Parish Precepts the figure is £303.80, a 2.98% increase (see paragraphs 2 to 6).
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 (see paragraphs 12 and 13).
4. The amount of £577,644 to be treated as Special Expenses (see paragraph 16).
5. The Band D Council Taxes for the various areas of the City (excluding the Police and County Council's precepts) as follows:

Littlemore	£336.08
Old Marston	£329.75
Risinghurst and Sandhills	£318.77
Blackbird Leys	£297.30
Unparished Area	£301.32

These figures include Parish Precepts and special expensing amounts as appropriate; in addition to the City-wide Council Tax of £285.92.

### **The Council is also asked to note:**

6. Oxfordshire County Council's precept and Band D Council Tax as set out in paragraph 19 in the report.
7. The Police and Crime Commissioner for the Thames Valley's precept and Band D Council Tax as set out in paragraph 20 in the report, and

8. The overall average Band D equivalent Council Tax of £1,912.27 including Parish Precepts (subject to confirmation of the Band D figures for the County Council and Police and Crime Commissioner).

*A recorded vote will be taken.*

## CITY EXECUTIVE BOARD RECOMMENDATIONS

### 12 Treasury Management Strategy 2018/19

233 - 256

The Head of Financial Services submitted a report to the City Executive Board on 13 February which presents the Treasury Management Strategy 2018/19 together with the Prudential Indicators for 2018/19 to 2021/22 for referral to Council.

The Board Member for Finance and Asset Management will move the recommendations and the Head of Financial Services will be available to answer questions.

**Recommendations: the City Executive Board recommends that Council approves:**

1. The Treasury Management Strategy 2018/19 as set out in paragraphs 7 to 43 and the Prudential Indicators for 2018/19 – 2021/22 as set out in Appendix 2 of the report;
2. The Borrowing Strategy at paragraphs 12 to 22 of the report;
3. The Minimum Revenue Provision (MRP) Statement at paragraphs 23 to 24 of the report which sets out the Council's policy on charging borrowing to the revenue account; and
4. The Investment Strategy for 2018/19 and investment criteria as set out in paragraphs 25 to 39 and Appendix 1 of the report.

### 13 Annual update on the Corporate Plan 2018

257 - 274

The Assistant Chief Executive submitted a report to the City Executive Board on 13 February asking for the Board's approval of the annual update report of the Corporate Plan 2016-20.

**Recommendations:** Council is asked to note the annual update of the Corporate Plan 2016-20, subject to any amendments agreed at the City Executive Board meeting on 13 February.

### 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.

## **Councillors 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; licenses 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.

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