

Agenda

www.oxford.gov.uk



Council

Date: **Monday 23 April 2018**

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

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 Farida Anwar
Councillor Jamila Begum Azad
Councillor Ruthi Brandt
Councillor Susan Brown
Councillor Nigel Chapman
Councillor Mary Clarkson
Councillor Colin Cook
Councillor Steven Curran
Councillor James Fry
Councillor Andrew Gant
Councillor Stephen Goddard
Councillor Angie Goff
Councillor Mick Haines
Councillor Tom Hayes
Councillor David Henwood
Councillor Alex Hollingsworth
Councillor Rae Humberstone
Councillor Dan Iley-Williamson
Councillor Pat Kennedy
Councillor Mark Ladbrooke
Councillor Tom Landell Mills
Councillor Ben Lloyd-Shogbesan**

**Councillor Mark Lygo
Councillor Sajjad Malik
Councillor Chewe Munkonge
Councillor Michele Paule
Councillor Susanna Pressel
Councillor Bob Price
Councillor Mike Rowley
Councillor Gill Sanders
Councillor Craig Simmons
Councillor Dee Sinclair
Councillor Linda Smith
Councillor John Tanner
Councillor Richard Tarver
Councillor Sian Taylor
Councillor David Thomas
Councillor Marie Tidball
Councillor Ed Turner
Councillor Louise Upton
Councillor Elizabeth Wade
Councillor Ruth Wilkinson
Councillor Dick Wolff
Vacancy**

The quorum for this meeting is 12 members

Copies of this agenda

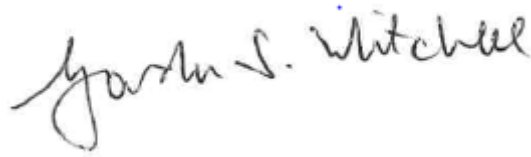
Reference copies are available to consult in the Town Hall Reception. Agendas are published 6 working days before the meeting and the draft minutes a few days after.

All agendas, reports and minutes are available online and can be:

- viewed on our website – mycouncil.oxford.gov.uk
- downloaded from our website
- viewed using the computers in the Customer Services, St Aldate's, or
- subscribed to electronically by registering online at mycouncil.oxford.gov.uk

Summons

A meeting of the City Council will be held in the Council Chamber, Town Hall, on Monday 23 April 2018 at 5.00 pm to transact the business set out below.



Proper Officer

AGENDA

Pages

MINUTE'S SILENCE AND TRIBUTES

To hear tributes and observe a minute's silence in memory of former Lord Mayor Pat Stannard who died in late March.

PART 1 - PUBLIC BUSINESS

1 Apologies for absence

2 Declarations of interest

3 Minutes

- Minutes of the ordinary meeting of Council held on 29 January 2018
- Minutes of the special meeting of Council held on 14 February 2018
- Minutes of the budget meeting of Council held on 19 February 2018

Council is asked to approve the three sets of minutes as a correct record.

4 Appointment to Committees

No changes have been proposed.

5 Announcements

Announcements by:

1. The Lord Mayor
2. The Sheriff

17 - 42

3. The Leader of the Council (who may with the permission of the Lord Mayor invite other councillors to make announcements)
4. The Chief Executive, Chief Finance Officer, Monitoring Officer

6 **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 Rules 11.11, 11.12, and 11.13 relating to matters for decision in Part 1 of 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 17 April 2018.

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

A total of 45 minutes is available for both public speaking items. Responses are included in this time. Up to five minutes is available for each public address and up to three minutes for each question.

CITY EXECUTIVE BOARD RECOMMENDATIONS

7 **Highway Maintenance Agreement**

43 - 48

The Executive Director Sustainable City submitted a report to the City Executive Board on 20 March 2018 to seek authority to enter into an Agency Agreement with Oxfordshire County Council to provide highway maintenance services on the classified road network in the City, in addition to the works already undertaken on minor roads under section 42 of The Highways Act 1980.

The report is attached here. The appendices are available as part of the [agenda](#) for the City Executive Board meeting.

The City Executive Board agreed the recommendations in the report and resolved to **recommend** to Council the inclusion of a gross expenditure and gross income budget of £1.56 million for the year 2018-19 i.e. nil cost to the Council.

Councillor Hollingsworth, Board Member for Planning, Sustainability & Regulatory Services, will move the recommendations.

Recommendation: the City Executive Board recommends that Council agree:

1. the inclusion of a gross expenditure and gross income budget of £1.56 million for the year 2018-19 i.e. nil cost to the Council.

OFFICER REPORTS

- 8 Pay Policy Statement 2018/19** 49 - 62
- The Head of Business Improvement has submitted a report asking Council to approve the Annual Pay Policy Statement
- Councillor Price, Board Member for Corporate Strategy and Economic Development, will move the recommendations.
- Recommendations: that Council resolves to**
Approve the Annual Pay Policy Statement 2018/19 attached at Appendix 1 of the report.
- 9 Scheme for the enrolment of Honorary Aldermen and Honorary Alderwomen of Oxford City Council** 63 - 68
- The Head of Law and Governance has submitted a report asking Council to approve the scheme for the enrolment of Honorary Aldermen and Honorary Alderwomen
- Councillor Brown, Leader of the Council, will move the recommendations.
- Recommendations: that Council resolves to**
Adopt the Scheme for the enrolment of Honorary Aldermen and Honorary Alderwomen of Oxford City Council, attached at Appendix 1 of the report.

QUESTIONS

- 10 City Executive Board Minutes**
- This item has a time limit of 15 minutes.
- Councillors may ask the Board Members questions about matters in these minutes:
- 10a Minutes of meeting Tuesday 13 February 2018 of City Executive Board** 69 - 80
- 10b Minutes of meeting Tuesday 20 March 2018 of City Executive Board** 81 - 90
- 10c Minutes of the meeting Tuesday 17 April 2018 of City Executive Board**
- Draft minutes to follow with the briefing note

11 Questions on Notice from Members of Council

Questions on notice from councillors received in accordance with Council Procedure Rule 11.10(b).

Questions on notice may be asked of the Lord Mayor, a Member of the City Executive Board or a Chair of a Committee. One supplementary question may be asked at the meeting.

The full text of questions must be received by the Head of Law and Governance by no later than 1.00pm on (four clear working days before).

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

PART 2 - PUBLIC INVOLVEMENT AND SCRUTINY

12 Public addresses and questions that do not relate to matters for decision at this Council meeting

Public addresses and questions to the Leader or other Board member received in accordance with Council Procedure Rule 11.11, 11.12 and 11.13 and not related to matters for decision in Part 1 of 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 17 April 2018.

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

A total of 45 minutes is available for both public speaking items. Responses are included in this time. Up to five minutes is available for each public address and up to three minutes for each question.

13 Outside organisation/Committee Chair reports and questions

1. On behalf of Councillor Hayes the Head of Community Services has submitted the Oxford Safer Communities Partnership's Annual Review report

Council is invited to comment on and note the submitted report.

2. Each ordinary meeting of Council shall normally receive a written report concerning the work of one of the partnerships on which the Council is represented.

3. As set out in procedure rule 11.15, Members who are Council representatives on external bodies or Chairs of Council Committees who consider that a significant decision or event has taken place,

may give notice to the Head of Law and Governance by 1.00 pm on Thursday 19 April 2018 that they will present a written or oral report on the event or the significant decision and how it may influence future events. Written reports will be circulated with the briefing note.

14 Scrutiny Committee update report

95 - 118

The Chair of the Scrutiny Committee has submitted a report which updates Council on the activities of scrutiny and other non-executive Councillors and the implementation of recommendations since the last meeting of Council.

Council is invited to comment on and note the report.

PART 3 - MOTIONS REPRESENTING THE CITY

15 Motions on notice

This item has a time limit of 60 minutes.

The full text of motions received by the Head of Law and Governance in accordance with Council Procedure Rule 11.17 by the deadline of 1.00pm on Wednesday 11 April 2018 is below. Motions will be taken in turn from the Labour Liberal Democrat, and Green, groups in that order.

Substantive amendments to these motions must be sent by councillors to the Head of Law and Governance by no later than 10.00am on 20 April 2018 so that they may be circulated with the briefing note.

Minor technical or limited wording amendments may be submitted during the meeting but must be written down and circulated.

Council is asked to consider the following motions:

- a. Addressing the housing crisis (proposed by Councillor Brown)**
- b. Disabled access to the Westgate Centre (Proposed by Cllr Goddard, seconded by Cllr Goff)**
- c. Phasing out unnecessary single-use plastics (proposed by Councillor Brandt, seconded by Councillor Simmons)**
- d. Short-term Lets (proposed by Councillor Price)**
- e. The Crisis in Legal Aid and the Immediate Need for Action (proposed by Councillor Wade)**
- f. Call on Government to introduce a new Clean Air Act and other measures to tackle air pollution (proposed by Councillor Thomas, seconded by Councillor Wolff)**

15a Addressing the housing crisis

Proposed by Councillor Brown

Labour member motion

Council believes that Oxford is in the midst of a housing crisis, affecting all sections of our city, from people who grew up here but cannot afford to live here any more, families spanning several generations forced to live in one house because grown-up children cannot afford to move out, through to those who need to move on from hostel provision but can find nowhere to move to, and those who end up sleeping on the streets.

Council believes that a wide variety of factors are responsible for this housing crisis, including decades of under-investment in social housing, and in particular a reckless disregard by central government for the potential that council housing could play in solving the housing crisis.

Council further believes that, notwithstanding the city's determination to free up land for development, there is no ability to build enough dwellings to meet our housing needs within the city's boundaries, and therefore sustainable urban extensions, with a good proportion of genuinely affordable housing and nomination rights for the City Council are a necessary part of the solution.

Consideration should be given to taking further land out of Oxfordshire's Green belt to facilitate this as has happened elsewhere. The emerging National Planning Policy Framework recognises that in exceptional circumstances this can be a sustainable way to plan to meet housing needs, including allocating new land as Green belt by way of compensation.

Council resolves to ask the City Executive Board to continue to make appropriate representations to our neighbouring councils on this matter, to feed such views into emerging sub-regional planning arrangements, and for the Leader to write to both local MPs asking for their views on this matter and their support.

15b Disabled access to the Westgate Centre

Proposed by Councillor Goddard, seconded by Councillor Goff

Liberal Democrat member motion

Council believes that disabled people should have the same life opportunities as all. In that context, Council notes

concerns about aspects of access to the Westgate centre for disabled people. In particular, Council notes:

- 1) Difficulties of access to the centre's car parks for specially adapted vehicles for disabled people due to low headroom at car park entrances;
- 2) unhelpful placement of notices about the low headroom meaning that difficult manoeuvres are needed to reverse from the car park entrance;
- 3) the limited disabled parking available near the Westgate centre;
- 4) wider concerns about the placement of usable taxi ranks in the vicinity of the Westgate centre and about the size of some of the lifts within it.

Council resolves to mandate the Leader and Chief Executive of the Council to contact the Westgate Alliance to instigate discussions over how to further improve access for disabled people to the Westgate centre, and to ensure that such concerns are fully factored into the Alliance's plans for the Castle Quarter

15c Phasing out unnecessary single-use plastics

Proposed by Councillor Brandt, seconded by Councillor Simmons

Green member motion

This Council commits to working to bring an end to the use of unnecessary Single Use Plastics (SUP) in Oxford.

This Council resolves to:

Request that the Executive Director for Sustainable City brings a report to City Executive Board on the options for bringing an end to the use of unnecessary Single Use Plastics (SUP) in Oxford, to:

- a) enable Oxford City Council to become a full signatory of the 'Plastic Free Pledge', by phasing out the use of unnecessary SUPs in all City Council buildings, and working with commissioning partners to end the purchase and procurement of SUPs through the Council's supply chain;
- b) encourage the city's businesses, organisations and residents to go 'plastic free,' working with best practice partners in the city to explore the creation of a 'plastic free network,' that could provide business support, practical guidelines and advice to help local businesses transition

from SUPs to sustainable alternatives;

- c) provide feasible options to incentivise traders on Council land to sell re-usable containers and invite customers to bring their own, with the aim of phasing out SUPs; including investigating the possibility of requiring food and drink vendors to avoid SUPs as a condition of their event permission, strengthening the existing conditions and guidance circulated to exhibitors and traders.

15d Short-term lets

Proposed by Councillor Price

Labour member motion

This Council notes the expansion of short-term lets in Oxford as in many other cities, and welcomes the options that this provides for visitors to our city to find somewhere to stay.

However the Council is concerned with the growing reports of problems in this sector, and in particular notes that the very serious issues that have been reported in other cities are now starting to be reported here.

There have been documented instances of pop-up brothels and evidence of both single properties and groups of properties being used as de facto guest houses, without any need to comply with the same regulations as standard guest houses do when it comes to fire risk, environmental health or safeguarding against child sexual exploitation.

Other cities have seen houses in residential areas advertised for pay parties – where a house is effectively used as a commercial nightclub without the knowledge or consent of the landlord, with no safety or noise regulations in place, and with no consideration for neighbours.

This Council believes that it is essential that the short-term let sector is regulated, both to protect neighbours and also to prevent unfair competition undermining landlords, hotels and guest-houses that do comply with regulations that set safe standards for their properties.

Specifically, this regulation could include:

- A definition of a property used permanently or regularly as a short-term let as a separate planning class, leading to a requirement to obtain planning permission, and allowing neighbours to object;
- Licensing or registration of premises, in line with HMOs or

hotels and guesthouses;

- Treating such premises as commercial rather than residential, with a requirement to make use of commercial refuse and waste services.

This Council therefore asks that:

- The City Executive Board, and the Board Member with responsibility for this area, works alongside other local authorities, the Local Government Association and other appropriate bodies to make a coordinated and ongoing request to Government for powers to implement a scheme to make properties on short-term lets subject to the same regulation as equivalent properties
- The Board Member with responsibility for this area writes to our two local MPs to ask them to support such a scheme, providing them with evidence and information to allow them to ask questions of Ministers and introduce or support any Private Members Bill or amendment to other legislation to introduce a scheme to regulate short-term lets.

15e The Crisis in Legal Aid and the Immediate Need for Action

Proposed by Councillor Wade

Liberal Democrat member motion

Council notes that Legal Aid was created as part of the post-war Welfare State of which liberals such as Beveridge and Keynes were key architects.

Legal Aid funds legal advice and representation to the general public, in particular to those who cannot afford to pay for it. It is a vital ingredient of a democratic society.

In a criminal context, those without legal aid, and who could not pay privately, would have to fend for themselves against all the resources of the state. Access to justice would depend on wealth.

Oxford City Council believes that the fundamental right to justice should be available to everybody in our society regardless of their means.

Nature of the problem

There will be a £600m reduction in an already meagre and overstretched budget for the Ministry of Justice by 2019/20. Meanwhile many of the poor and vulnerable are being denied access to justice. The faith of the public in the jury system is

being undermined by the chaos in the courts. The further cut now proposed will amount to a 40% cut in real terms since 1997.

Council therefore calls on the Government to:

1. Recognise the concerns of members of the legal profession at all levels
2. Instigate an open review of the cumulative effect of legal aid reductions on the provision of access to legal advice and assistance, taking evidence from professionals, from agencies e.g. CABs, Law Centres, and from people who are themselves affected by little or no legal aid support.
3. Consider how the reduction in legal aid provision is affecting the Government's ability to comply with United Nations, European Union and National Policy and Legislative measures.
4. Require the Ministry of Justice to provide a fully-costed review of the Legal Aid scheme within 12 months against 2016/17 figures to ascertain whether the scheme achieves its aim of cost neutrality or whether it is underfunded and, if so, by how much.

Council accordingly resolves to ask the Leader of the Council:

- to ask the Oxford MPs Layla Moran and Anneliese Dodds to write to the Prime Minister to communicate the resolution of Council as expressed above.
- to ask Oxfordshire County Council to join us in this request to the Prime Minister

15f Call on Government to introduce a new Clean Air act and other measures to tackle air pollution

Proposed by Councillor Thomas, seconded by Councillor Wolff

Green member motion

This Council is committed to improving air quality within the city, which currently breaches EU limits in some areas (the annual mean Air Quality Strategy objective for NO₂ was breached at two out of three of the continuously monitored sites and 24% of the diffusion tube sites.

[Source: Oxford City Council 2016 Air Quality Annual Status Report; July 2017].

It recognises the need to take more local action but acknowledges that this can more easily take place within a more supportive, national policy and legal framework.

This Council therefore calls upon the UK Government to:

1. Publish a new Clean Air Act, fit for the 21st Century, which improves on and strengthens existing legislation, establishing clean air as a human right in law¹. Polling shows that 65% of British public support a new Clean Air Act².
2. Spend at least £30 per person annually on walking and cycling. This is an increase from the Government's current spend of £6.50 per person per year³. Money could be redirected from the huge £30 billion allocated to new roads between 2015/16 till 2020/21⁴.
3. Bring forward the phase out of petrol and diesel car sales from 2040 to 2030 at the latest.
4. Implement an expanded national network of Clean Air Zones by the end of 2018⁵, mandated and funded by central Government, to end all illegal air pollution levels as soon as possible within the next two years.
5. Create and fund a targeted diesel scrappage scheme⁶ that trades cars for public transport tokens, low emissions car club memberships, cargo bike and electric bike discounts, and subsidies for public transport and clean vehicle infrastructure, including subsidies specifically targeted at lower income drivers and small businesses.
6. Increase the Vehicle Excise Duty for new diesel cars announced in the Autumn Budget 2017 - by at least £800 - so as to reflect the additional cost to society of dirty diesel engines. This would generate £500 million a year, which should be directed at helping fund a targeted diesel scrappage scheme, and not road building or car-dependent development.

and asks the Leader to write to senior ministers and local MPs to inform them of this.

References

1 <https://cleanair.london/legal/clean-air-is-a-human-right/>

2 <https://www.theguardian.com/cities/2017/feb/14/65-percent-british-public-want-clean-air-act-pollution-harmful-uk-survey>

3 <https://www.theguardian.com/environment/bike-blog/2017/apr/26/the-government-just-announced-a-gamechanger-for-cycling-in-england>

4 <http://www.bettertransport.org.uk/blog/roads/231114-road-spending-30-billion>

5

<https://cdn.friendsoftheearth.uk/sites/default/files/downloads/Too%20little%20too%20late%20->

[%20a%20critique%20of%20the%20Air%20Quality%20Plan%20FINAL%2017102017%20UPDATED.pdf](#)

6 <http://content.tfl.gov.uk/proposal-national-vehicle-scrappage-fund.pdf>

16 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.