

# Agenda

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## Council (Budget)

Date: **Wednesday 13 February 2019**

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Time: **5.00 pm**

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Place: **Council Chamber - Oxford Town Hall**

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For any further information please contact:

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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 Colin Cook**

**Deputy Lord Mayor**    **Councillor Sajjad Malik**

**Sheriff**            **Councillor Craig Simmons**

<b>Members</b>	<b>Councillor Mohammed Altaf-Khan</b>	<b>Councillor Rae Humberstone</b>
	<b>Councillor Lubna Arshad</b>	<b>Councillor Dan Iley-Williamson</b>
	<b>Councillor Jamila Begum Azad</b>	<b>Councillor Pat Kennedy</b>
	<b>Councillor Shaista Aziz</b>	<b>Councillor Tom Landell Mills</b>
	<b>Councillor Nadine Bely-Summers</b>	<b>Councillor Ben Lloyd-Shogbesan</b>
	<b>Councillor Susan Brown</b>	<b>Councillor Mark Lygo</b>
	<b>Councillor Nigel Chapman</b>	<b>Councillor Dr Joe McManners</b>
	<b>Councillor Mary Clarkson</b>	<b>Councillor Chewe Munkonge</b>
	<b>Councillor Tiago Corais</b>	<b>Councillor Susanna Pressel</b>
	<b>Councillor Steven Curran</b>	<b>Councillor Mike Rowley</b>
	<b>Councillor Dr Hosnieh Djafari-Marbini</b>	<b>Councillor Martyn Rush</b>
	<b>Councillor Alex Donnelly</b>	<b>Councillor Christine Simm</b>
	<b>Councillor James Fry</b>	<b>Councillor Linda Smith</b>
	<b>Councillor Andrew Gant</b>	<b>Councillor Roz Smith</b>
	<b>Councillor Stef Garden</b>	<b>Councillor John Tanner</b>
	<b>Councillor Stephen Goddard</b>	<b>Councillor Richard Tarver</b>
	<b>Councillor Michael Gotch</b>	<b>Councillor Sian Taylor</b>
	<b>Councillor Mick Haines</b>	<b>Councillor Marie Tidball</b>
	<b>Councillor Paul Harris</b>	<b>Councillor Ed Turner</b>
	<b>Councillor Tom Hayes</b>	<b>Councillor Louise Upton</b>
<b>Councillor David Henwood</b>	<b>Councillor Elizabeth Wade</b>	
<b>Councillor Alex Hollingsworth</b>	<b>Councillor Dick Wolff</b>	
<b>Councillor Richard Howlett</b>		

The quorum for this meeting is 12 members

### **Copies of this agenda**

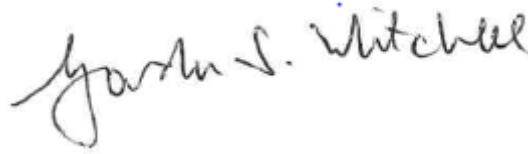
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All agendas, reports and minutes are available online and can be:

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## Summons

A meeting of the City Council will be held in the Council Chamber - Oxford Town Hall, on Wednesday 13 February 2019 at 5.00 pm to transact the business set out below.



Proper Officer

## AGENDA

Pages

### PART 1 - PUBLIC BUSINESS

**1 Apologies for absence**

**2 Declarations of interest**

**3 Appointment to Committees**

Group Leaders may announce and clarify any changes to the nominations for their seats on committees.

**4 Announcements relating to items on the agenda**

Announcements by:

1. The Lord Mayor
2. The Sheriff
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

**5 Agreement of procedure for debate on the medium term financial strategy and budget**

The procedure for this meeting including timings for the debate on the Council's budget, capital programme and medium term financial strategy as recommended by the City Executive Board is set out in the Council's Constitution at 11.4.

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

**Recommendation:** Council is recommended to agree that the times permitted for each stage in the budget debate are as detailed in the Council's Constitution

**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's Procedure Rules and 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 Thursday 7 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 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.

## **BUDGET AND COUNCIL TAX**

**7 Report of the Council's Chief Finance Officer on the robustness of the 2019-2020 budget**

13 - 26

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 2019/20 and the indicative budgets for 2020/21 – 2022/23.

**8 Scrutiny Response: Budget 2019 -2020**

On 5 February the Scrutiny Committee will consider its Budget Review Group's report on the 2019/20 budget before submitting to the City Executive Board for its consideration (**report to follow**).

**To follow**

The Board's response will be tabled or reported at this meeting.

The Chairs of the Scrutiny Panel and Finance Panel will present the report and recommendations.

**Recommendation:** Council is asked to note the recommendations of the Scrutiny Committee and the City Executive Board's response.

**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 at their meetings on 23 January reports on fees and charges for the licensing functions falling within their remits.

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 budget papers at Item 9.

The Committee Chairs may wish to present the recommendations.

**Recommendations:** the Licensing and Gambling Acts Committee and the General Purposes Committee recommend **that Council agree** the licence fees and charges for 2019/20 as set out in Items 9a, 9b and 9c (and repeated in Item 10 Appendix 7 (relevant Community Services Fees and Charges and relevant Planning and Regulatory Fees and Charges).)

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|-----------|---|---------|
| <b>9a</b> | <b>Licensing Act 2003 and Gambling Act 2005 Licence Fees and Charges for the 2019/20 financial year</b>   | 27 - 36 |
| <b>9b</b> | <b>Commercial Events, Hackney Carriage and Private Hire, Road Closure Orders, Scrap Metal Dealers, Sex Establishments and Street Parties: Licence Fees and Charges for the 2019/20 financial year</b> | 37 - 44 |
| <b>9c</b> | <b>Miscellaneous Licensing: Licence Fees &amp; Charges for the 2019/20 financial year</b>   | 45 - 54 |

**10 Medium Term Financial Strategy 2020-21 to 2022-23 and Budget for 2019-20**

The Head of Financial Services will submit a report to the City Executive Board on 12 February which presents the outcome of the budget consultation and seeks agreement of the Council's Medium Term Financial Strategy for 2020-21 to 2022-23 and the Budget for 2019-20 for recommendation to Council (**published as a supplementary pack**).

**Supplement pack**

The City Executive Board is asked to consider the outcome of the public consultation, agree the amendments to the Consultation Budget set out in the report, and make recommendations to Council. Any changes to the final recommendations to Council and any amendments resulting from the City Executive Board meeting will be tabled at the Council meeting.

**Amendments to the budget submitted by opposition groups or individual councillors must be received before 1.00pm on Tuesday 12 February and will be circulated with the briefing note.**

Councillor Turner, the Board Member for Finance and Asset Management, will present the report and move the City Executive Board's recommendations.

*The procedure for this item is set out in Part 11.4 of the Council's Constitution.*

**Recommendations: Council is recommended to:**

- a. consider the City Executive Board recommendations to Council, including the budget published as part of the agenda for this meeting along with any amendments resulting from the CEB meeting of 12 February tabled at this meeting;
- b. consider the substantive amendments proposed by the opposition groups; and published with the briefing note;
- c. consider individual amendments; and
- d. agree the recommendations from the City Executive Board as presented to Council, or with further amendments as decided by Council.

**Subject to the recommendations of the City Executive Board at their meeting on 12 February:**

**Council is recommended to resolve to:**

1. **Approve** the 2019-20 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 of the report, noting:
  - a) the Council's General Fund Budget Requirement of £24.167 million for 2019/20 and an increase in the Band D Council Tax of 2.99% or £8.94 per annum representing a Band D Council Tax of £307.80 per annum;
  - b) the Housing Revenue Account budget for 2019/20 of £42.466 million and a reduction of 1% (£1.03/wk) in social dwelling rents from April 2019 giving a revised weekly average social rent of £102.26 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.
3. **Delegate** 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 of the report.
4. **Ratify** their decision to implement the Premium Council Tax of 100% for properties that have been empty for more than 2 years and approve the escalated rate of premium council tax when

permitted to do so. (Para 17-19 of the report).

5. **Agree** the transfer of property from the General Fund to the HRA as referred to in paragraph 35 of the report.

*A recorded vote must be taken when voting to agree the final budget and medium term financial strategy.*

**10a Additional recommendations from CEB and corrections to published budget**

If the City Executive Board agrees changes to the recommendations, or changes or corrections to the published report or appendices, these will be tabled at the meeting.

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

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

These will be published in the Briefing Note.

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

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

These will be published in the Briefing Note.

**10d Individual amendments to the budget**

Individual amendments to the revenue and capital budgets, including explanation, for debate.

These will be published in the Briefing Note.

**11 Council Tax 2019-2020**

The Head of Financial Services has submitted a report which sets out the necessary calculation to enable Council to set the 2019/20 Council Tax for Oxford City.

Councillor Turner, 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: subject to the decisions at Item 10 above,  
Council is asked to approve for 2019/20:**

1. The City Council's precept and Council Tax requirement of £14,201,686 including Parish precepts and £13,941,621 excluding Parish precepts.
2. The average Band D Council Tax figure (excluding Parish Precepts) of £307.80 a 2.99% increase on the 2018/19 figure of £298.86. Including Parish Precepts the figure is £313.54, a 3.21% increase (see paragraphs 2 to 6 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 (see paragraphs 12 and 13 of the report).
4. The amount of £603,750 to be treated as Special Expenses (see paragraph 19 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 £348.68

Old Marston £340.49

Risinghurst and Sandhills £329.55

Blackbird Leys £313.44

Unparished Area £310.35

These figures include Parish Precepts and special expensing amounts as appropriate; in addition to the City-wide Council Tax of £294.47.

**Council is also asked to note:**

6. Oxfordshire County Council's precept and Band D Council Tax as set out in paragraph 22 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 23 of the report, and
8. The overall average Band D equivalent Council Tax of £1,988.65 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 2019-20

73 - 100

The Head of Financial Services submitted a report to the City Executive Board on 12 February which presents the Treasury Management Strategy 2019/20 together with the Prudential Indicators for referral to Council.

Councillor Turner, the Board Member for Finance and Asset Management, will present the report.

**Recommendations: subject to the decision of the City Executive Board, Council is recommended to approve:**

1. The Treasury Management Strategy 2019/20 as set out in paragraphs 15 to 60 of the report and the Prudential Indicators for 2019/20 – 2022/23 as set out in Appendix 2 of the report;
2. The Borrowing Strategy at paragraphs 23 to 35 of the report;
3. The Minimum Revenue Provision (MRP) Statement at paragraphs 36 to 37 of the report which sets out the Council's policy on charging borrowing to the revenue account; and
4. The Investment Strategy for 2019/20 and investment criteria as set out in paragraphs 38 to 59 of the report and Appendix 1 of the report.

### 13 Capital Strategy 2019-2020

101 - 140

The Head of Financial Services submitted a report to the City Executive Board on 12 February which presents the Capital Management Strategy 2019/2020 for referral to Council.

Councillor Turner, the Board Member for Finance and Asset Management, will present the report.

**Recommendations: subject to the decision of the City Executive Board Council is recommended to approve the Capital Strategy as attached at Appendix A of the report.**

## OFFICER REPORTS

### 14 Community Governance Review - Headington Neighbourhood Plan referendum area

141 - 148

The Head of Law and Governance has submitted a report to brief Council on the request to create a community council in the area covered by the 2017 Headington neighbourhood plan referendum.

Councillor Brown, Leader of the Council, will present the report

**Recommendation: That Council resolves to agree the terms of reference for the community governance review for the Headington area.**

## COMMITTEE RECOMMENDATIONS

### 15 Licensed Vehicles Emission Standards

149 - 162

The Head of Community Services submitted a report to the General Purposes Licensing Committee on 23 January 2019 to recommend introduction of emission standards for Hackney Carriage Vehicles and amend the vehicle age limit for Private Hire Vehicles licensed by this Authority.

The minutes of the General Purposes Licensing Committee are attached at agenda item 9c.

Councillor Cook, Chair of the Committee will present the report.

**Recommendations:** the General Purposes Licensing Committee resolved to recommend Council to:

1. approve the recommended option for introduction of new emission standards for Hackney Carriage Vehicles licensed by this Authority;
2. approve the recommended amendment to vehicle age criteria for licensing of new Low and Ultra Low Emission Private Hire Vehicles.

### 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 day 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.