

Agenda

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Council

Date: **Monday 29 April 2019**

Time: **5.00 pm**

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

For any further information please contact:

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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

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

The quorum for this meeting is 12 members

Copies of this agenda

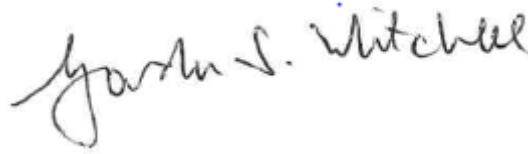
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Summons

A meeting of the City Council will be held in the Council Chamber - Oxford Town Hall, on Monday 29 April 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 Minutes	17 - 40
<p>Minutes of the ordinary meeting of Council held on 28 January 2019 and of the budget meeting of Council held on 12 February 2019.</p> <p>Council is asked to approve the minutes as a correct record.</p> <p><i>Note: Questions on Notice, public addresses, and the responses to these are included in the full minute pack of the previous meeting, from page 17 onwards, and available from the links here</i></p>	
4 Appointment to Committees	
<p>The Head of Law and Governance has not been notified of changes of membership requested by group leaders.</p> <p>Any proposed changes will be circulated with the briefing note or notified at the meeting.</p>	
5 Announcements	
<p>Announcements by:</p> <ol style="list-style-type: none">1. The Lord Mayor2. The Sheriff3. 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 11.12, 11.13, and 11.14 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 23 April 2019

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 Summertown and St. Margaret's Neighbourhood Plan

41 - 144

The Acting Head of Planning Services submitted a report to the City Executive Board on 10 April asking the Board to recommend Council that the Summertown and St. Margaret's Neighbourhood Plan be "made".

The minutes of this meeting are available at Item 11 of this agenda.

Councillor Hollingsworth, the Board Member for Planning and Transport, will present the report.

Recommendation: the City Executive Board recommends to Council that the Summertown and St. Margaret's Neighbourhood Plan be "made".

8 Project Approval and Delegated Authority for Spend for the development of a Homeless Shelter and Assessment Hub

145 - 158

The Head of Housing submitted a report to the City Executive Board on 10 April 2019 to seek Project Approval for the development of a new homeless shelter and assessment hub at Floyds Row to further develop services focusing on the prevention and relief of rough sleeping, including winter shelter provision; to request further capital funding from Council; and to delegate authority to enter into construction contracts accordingly.

The Minutes of this meeting are available at Item 11 of this agenda.

Councillor Linda Smith, the Board Member for Leisure and Housing, will present the report.

Recommendations: the City Executive Board recommends to Council:

that, subject to the outcome of the forthcoming architectural feasibility work being affordable and within the proposed budget envelope, that a revised capital scheme now totalling £458k (an additional £274k up from an original £184k) relating to Option C is included in the Council's 2019/20 capital programme (the funding of which is achievable albeit potentially from a variety of sources the ranking of which is still as yet to be finalised);

9 Corporate Plan Update

159 - 174

The Assistant Chief Executive submitted a report to the City Executive Board on 13 March 2019 to seek approval for the 2018-19 Annual Update on the Corporate Plan 2016-20. The City Executive Board resolved to **approve** the Annual Update as set out in Annex 1.

The Minutes of the meeting are attached at Item 11.

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

Recommendation: Council is recommended to note the Annual Update to the Corporate Plan.

COMMITTEE REPORTS

10 Complaints handling arrangements and assessment criteria for code of conduct complaints against councillors

175 - 202

The Monitoring Officer submitted a report to the Standards Committee on 25 February recommending changes to the "complaints handling arrangements" documentation including the introduction of formal assessment criteria for code of conduct complaints.

The Standards Committee resolved to recommend these to Council.

The Chair of the Standards Committee, Councillor Aziz, will present the report.

Recommendation: the Standards Committee recommends Council to:

1. Approve the proposed changes to the "complaints handling arrangements" documentation as detailed in the report;

2. Delegate authority to the Monitoring Officer to amend and agree the final text and design of the draft “Arrangements for dealing with code of conduct complaints against councillors” documentation (as set out in Appendix 1).

QUESTIONS

11 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:

11a	Minutes of meeting Tuesday 22 January 2019 of City Executive Board	203 - 208
11b	Minutes of meeting Tuesday 12 February 2019 of City Executive Board	209 - 214
11c	Minutes of meeting Thursday 7 March 2019 of City Executive Board	215 - 218
11d	Minutes of meeting Wednesday 13 March 2019 of City Executive Board	219 - 228
11e	Minutes of meeting Wednesday 10 April 2019 of City Executive Board	229 - 234

12 Questions on Notice from Members of Council

Supplement

Questions on notice from councillors received in accordance with Council Procedure Rule 11.11(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 have been received by the Head of Law and Governance by no later than 1.00pm on Monday 15 April 2019

All questions submitted by the deadline are published as a supplement. This will be replaced by the full briefing note giving the questions and written responses where available.

PART 2 - PUBLIC INVOLVEMENT AND SCRUTINY

13 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 11.12, 11.13 and 11.14 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 23 April 2019.

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.

14 Outside organisation reports

1. 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.
2. The reports submitted to this meeting are:
 - a) On behalf of the Leader of Council –the Oxfordshire Growth Board Partnership
 - b) On behalf of the Board Member for Supporting Local Communities - Oxfordshire Children’s Trust Board
3. As set out in procedure rule 11.15, Members who are Council representatives on external bodies or Committees Chairs who consider that a significant decision or event has taken place, may notify the Head of Law and Governance by 1.00 pm on Thursday 25 April 2019 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.

14a Oxfordshire Growth Board Partnership

235 - 242

14b Oxfordshire Children's Trust Board

243 - 250

15 Scrutiny Committee update report

251 - 260

The Chair of the Scrutiny Committee has submitted a report which updates Council on the activities of scrutiny since the last meeting of Council.

Council is invited to comment on and note the report.

PART 3 - MOTIONS REPRESENTING THE CITY

16 Motions on notice

This item has a time limit of 60 minutes.

Motions received by the Head of Law and Governance in accordance with Council Procedure Rules by the deadline of 1.00pm on Monday 15 April 2019 are listed below. Motions will be taken in turn from the, Green, Labour, Liberal Democrat 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 Friday 26 April 2019 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) Acting on the Climate Emergency
- b) Council tax exemption for Care Leavers under 25 years old
- c) Homelessness - Six months to plan for Winter 2019/20
- d) Supporting the EU election process
- e) Nuclear disarmament
- f) Climate Emergency priorities in new builds

16a Acting on the Climate Emergency

Proposed by Councillor Wolff, seconded by Councillor Simmons

Green member motion

On 28th January 2019, the Council passed an amended motion declaring a Climate Emergency.

Since then, the County Council has followed suit, as have many Council's nationwide, as part of the national movement – led by Extinction Rebellion, YouthStrike4Climate and others - to prioritise action on tackling the climate crisis.

The majority of Council's, including Oxfordshire, have gone further than Oxford City Council by pledging to make their own operations, and their wider administrative area, carbon neutral by a specified date and putting in place a process to report back on progress.

This Council therefore wishes to align with the target set by Oxfordshire County Council, building on its previous unanimous declaration, and:

1. Pledge to make Oxford City Council carbon neutral by 2030
2. Continue to work with partners across the city to deliver this new goal across all sectors
3. Call on Westminster to provide the powers and resources to make the 2030 target achievable
4. Ensure, as far as possible, that this target is reflected in the Oxfordshire Plan 2050 and associated plans strategies including Oxford's own Local Plan
5. Do what it can to support those groups and organisations – such as YouthStrike4Climate – who are seeking to galvanise public action around climate change
6. Report to Council within six months with the actions the Council will take to address this emergency.
7. Asks Scrutiny to consider setting up a review group to help develop, scrutinise and support plans to deliver against this 2030 target.

16b Council tax exemption for Care Leavers under 25 years old

Proposed by Councillor Azad

Labour member motion

In Oxford we have a proud record of support for people who are struggling financially. Children in local authority care are particularly vulnerable as they move into independent accommodation and begin to manage their own budget fully for the first time. It can be extremely challenging. With no family to support them and insufficient financial education, some will fall into debt and financial difficulty.

The Children and Social Work Act 2017 places corporate parenting responsibilities on district councils for the first time, requiring them to have regards to children in care and care leavers when carrying out their functions.

This provides us with a fantastic opportunity to work together with Oxfordshire County Council and surrounding district colleagues for the benefit of approximately 800 young care leavers who are 16-25 years old across Oxfordshire.

The city council already has a good model of council tax reduction which supports many vulnerable people. All care leavers in financial need are covered by our existing policies. Oxford City Council also has policies of financial and social inclusion in many other areas such as access to our leisure services, advice support and access to housing services that are

good models of financial and social inclusion that benefit care leavers among others.

Council notes that many councils chose to end their council tax reduction schemes when the government ceased to provide financial support for these schemes centrally but that in Oxford we chose to retain our scheme to support households who were struggling financially, particularly in light of the government's austerity programme.

Council therefore resolves to ask the Leader of the Council

- to engage with the County Council to see how we can do more to ensure that care leavers, some of our most vulnerable citizens have the best possible start when they set up their own homes.
- to work with other District Councils to share our expertise in implementing council tax reduction schemes, with a view to looking at broader general agreement on social and financial inclusion policies across the districts as soon as possible.

16c Homelessness - Six months to plan for Winter 2019/20

Proposed by Councillor Wade

Liberal Democrat member motion

In November 2018, 119 people were estimated to be sleeping rough in this County, nearly 80% of them in Oxford city.

I understand Oxford is now providing 215 Beds (41 of them funded by £1m from the MHLCG Rough Sleepers' Initiative which only runs to 2019/20)

Walking through the city centre at night it seems to me we are in the grip of the homelessness epidemic. This is a problem affecting the entire country.

This Council gratefully recognises the valuable work done by our officers, in partnership with charities and volunteers, but much more remains to be done across the spectrum of our Oxford residents suffering homelessness - who range from individuals impacted by high and insecure rentals to rough sleepers who have normalised living on the street.

Progress over the next six months would require the Council to:

1. make a formal pledge that no one should have to sleep rough in Oxfordshire;
2. if SWEP provision continues, activate Severe Weather Protocol after 1 night predicted at 4 degrees Celsius (not

- after 3 nights predicted at zero degrees);
3. seek increased support from Oxfordshire County and District Councils;
 4. look at increasing financial support to mental health services specifically geared to the needs of homeless people
 5. urgently seek expert advice now made available by Department of Health and Social Care under the HRA 2018 to mental health and drug related services (dependent on budgetary constraints);
 6. provide funding for existing and new social enterprises responding to homeless people who want to get back to life in the community (dependent on budgetary constraints);
 7. urgently explore: (1) an extension of RSI funding, or other Government finance; (2) Big Society Capital (£135m); (3) Flexible Homelessness Support Grant funding (£617m pledged).

Council therefore asks the City executive Board to ensure that these areas of work are pursued urgently.

16d Supporting the EU election process

Proposed by Councillor Simmons

Green member motion

Council notes that European Parliamentary elections have now been called for 23rd May.

Council believes that, though the circumstances are unusual, these elections form part of the democratic process and the Council should make every effort to ensure that participation rates are high and put in place the necessary resources to make this happen.

Council therefore asks the City Executive Board to work with officers to ensure that:

1. The elections are widely promoted within the City with clear media communications and information on the website;
2. Electors are encouraged to register before the 7th May cut-off;
3. The Council makes every effort to accommodate organisations wishing to hold last minute hustings in our buildings;
4. Any reasonable request by the Returning Officer for additional funding for the running of the elections is properly considered.

16e Nuclear disarmament

Proposed by Councillor Tanner

Labour member motion

Oxford City Council is a long-standing member of Nuclear Free Local Authorities (NFLA) which has been working for over three decades to promote multilateral nuclear disarmament.

Oxford City Council is particularly concerned about the huge cost to the taxpayer of nuclear weapons, the risk posed by other regular transport of nuclear weapons on Oxfordshire's roads and the continued threat of nuclear war.

NFLA has worked to promote the International treaty to prohibit Nuclear Weapons (TPNW). Over two thirds (122) of United Nations members states have agreed the TPNW.

Council regrets that the governments of existing nuclear weapon states, including the United Kingdom, refuse to support the treaty.

Oxford City Council calls on the U.K. Government to lead a global effort prevent nuclear war by:

- Renouncing the options of using nuclear weapons first;
- Cancelling the replacement of the trident nuclear weapons with enhanced weapons;
- Actively pursuing a verifiable agreement among nuclear-armed countries to reduce, and then eliminate, their nuclear arsenals.

Oxford City Council asks the Chief Executive to write to the UK Government and Oxford's MPs to inform them of this resolution and urge them to take appropriate action.

16f Climate Emergency priorities in new builds

Proposed by Councillor Wolff, seconded by Councillor Simmons

Green member motion

Council :

1. notes the officer's report entitled *Carbon-Related Issues (Climate Change and Fuel Poverty)* which states that the Council is able to require all new homes to be zero carbon. It reads :

It is Oxford City Council's view that the recently revised NPPF supports the ability of individual Councils to . . .

[set] local targets that are in excess of national requirements. In the Oxford context . . . it is essential that such stretching targets are set and are supported by local policy.

2. notes the Sustainability Appraisal of the Local Plan commissioned by the Council where it reads¹ :

For a truly neutral impact on climate change, the housing would need to be built to standards that exceed the current Building Regulations, and would need to generate a significant amount of renewable energy
3. notes with approval that in Policy RE1 of the draft Local Plan, we are ahead of the field in seizing the opportunity granted by government to require that new homes are, as a minimum, to be built significantly above the government minimum standard, but
4. notes that we will not require them to be carbon neutral until 2030
5. notes that zero carbon homes are possible, feasible and typically cost (according to one recent study²) only 1-2% more to build, a cost which is paid back by lower energy bills within a few years;
6. notes that under policy RE1, houses built from the date of the Local Plan adoption will, without expensive retrofitting which subsequent governments may require, continue to be carbon emitters to the end of the century and beyond;
7. believes that the draft Local Plan to which we are now committed is inconsistent with the climate emergency declared by us on January 28th which recognised the need for early action.

Council therefore:

1. asks those members and officers that are representing the Council in the developing of the Oxfordshire Plan (and our own five-year plan review) to give the highest priority to a drive for the earliest possible adoption of zero carbon building standards;
2. asks those members and officers that are representing the Council in the Growth Board to adopt the same priority;
3. asks the City Executive Board, as sole shareholder in our Housing Company, to give the highest priority to the construction of zero carbon social housing from now onwards;

¹ Oxford Local Plan 2036 : Sustainability Appraisal and Strategic Environmental Assessment

² https://eciu.net/assets/ECIU_Zero_Carbon_Homes_-compressed.pdf

4. asks the City Executive Board, as sole shareholder in Oxford Direct Services, and recognising the national skill shortages in the building trades, to prioritise up-skilling of our workforce in zero carbon quality building and renewable energy systems.

17 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.

This 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.