

Agenda

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Oxford Living Wage Review Group

Date: **Tuesday 12 September 2017**

Time: **5.00 pm**

Place: **St Aldate's Room, Town Hall**

For any further information please contact:

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As a matter of courtesy, if you intend to record the meeting please let the Contact Officer know how you wish to do this before the start of the meeting.

Oxford Living Wage Review Group

Membership

Chair Councillor Mark Ladbrooke

Nominated members (to be appointed by the Scrutiny Committee on 7 September):

Councillor Angie Goff

Councillor Dan Iley-Williamson

Councillor Ben Lloyd-Shogbesan

Councillor David Thomas

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AGENDA

Pages

1 WELCOME AND INTRODUCTIONS

The Chair will open the meeting.

2 APOLOGIES

3 SCOPE OF THE REVIEW

The scoping document sets out the terms of the review that the Review Group has been tasked with undertaking.

The attached scope was presented to the Scrutiny Committee on 7 September 2017. The Scrutiny Officer will advise the Panel of any changes agreed by the Committee.

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4 BACKGROUND DOCUMENTS

The following documents are included for noting and reference:

- Oxford Living Wage motion to Council, 19 November 2007
- Living Wage report to the City Executive Board, 20 May 2009
- Report to Scrutiny Committee, 2 March 2015
- Scrutiny Report to the City Executive Board, 12 March 2015.

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5 EXTERNAL CONTRIBUTIONS

The Review Group have asked to invite evidence from large and small employers, business groups, workers who are directly affected by low pay, and agencies, professionals and faith groups in the city that support low paid workers.

The following people have agreed to attend this meeting as witnesses to speak to the Review Group about issues related to low pay and the promotion of the Oxford Living Wage:

- Dr Joe McManners, former city councillor who proposed the Living Wage council motion in November 2007;
- Lamis Hamdi, Oxford Islamic Society.

6 PLENARY SESSION

Open discussion on implementing the Oxford Living Wage across Oxford.

7 LEGAL ADVICE

The Review Group asked for legal advice on how the Council can encourage payment of the Oxford Living Wage through procurement. The Council's Monitoring Officer has provided the following response:

It is unlawful (or at least unenforceable) for one legal entity to seek to dictate the terms and conditions under which another legal entity employs its staff. We can, however, in letting a contract to a supplier make it a contractual obligation that the staff engaged in the delivery of the service to the Council are paid in accordance with the Oxford Living Wage provisions. We would not however be able to insist that the contractor's entire work force are paid in this way.

The chief problem, I think, comes with the use of sub-contractors engaged by the principal contractor to deliver the service. Here, with the much more indirect nature of the supply, all I think we reasonably do is seek to encourage the principal contractor to use sub-contractors who comply with the Oxford Living Wage requirements. Should they fail to do so, I think that would be a consideration we could properly take into account in regard to any (for example) contract renewal.

8 PAYROLL MODELLING

The Chair has asked officers to model the financial impacts on the Council of raising the lowest pay grades to the rate of the London Living Wage (£9.75 per hour) and £10 per hour.

The Scrutiny Officer will provide a verbal update.

9 CALL FOR EVIDENCE

The Review Group may wish to invite written evidence from low paid workers, members of the public and others via an open access 'call for evidence'. This could take the form of an online survey available via the Council's Consultations webpage.

The Review Group is asked to consider:

1. Whether to proceed with a survey
2. Which group(s) to invite evidence from
3. What questions to ask

Example questions:

- *Please could you describe your experience of the issue of low pay in Oxford?*
- *The City Council promotes the payment of an 'Oxford Living Wage' of £9.26 per hour as a minimum (£18,303 per year for an employee working 38 hours per week). This compares to the legal minimum for over 25s of £7.50 per hour (£14,820 per year). Thinking about the cost of living in Oxford, do you think the level of the Oxford Living Wage is: a) too high, b) too low, c) about right, d) don't know.*

10 NOTES OF PREVIOUS MEETING

The notes of the previous meeting are included for reference.

11 DATES OF FUTURE MEETINGS

Meetings are scheduled as follows:

3 October 2017, 5pm
17 October 2017, 2pm
1 November 2017, 5pm

The Scrutiny Officer will update the Review Group on which witnesses have confirmed their attendance at future meetings.

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.