

# Agenda

## Annual meeting of Council

### Summons

A meeting of the City Council will be held to transact the business set out below on

Date: **Wednesday 19 May 2021**

Time: **5.00 pm**

Place: **Main Hall - Town Hall – in person**



Proper Officer

**All elected City Councilors are requested to attend.**

**Members of the public can attend to observe this meeting and:**

- may register in advance to speak to the meeting in accordance with the [public speaking rules](#)
- may record all or part of the meeting in accordance with the Council's [protocol](#)

Information about speaking and recording is set out in the agenda and on the [website](#)

Please contact the Committee Services Officer to register to speak; to discuss recording the meeting; or with any other queries.

This meeting can be viewed live or afterwards on the council's [YouTube channel](#).

**For further information** please contact:

Jennifer Thompson, Committee and Members Services Officer, Committee and Member Services Officer

 01865 252275

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

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*All public papers are available from the calendar link to this meeting once published*

## Membership of Council

Councillors: Membership 48: Quorum 12.

**Lord Mayor** Councillor Mark Lygo

**Deputy Lord Mayor** Councillor Stephen Goddard

**Sheriff** Councillor Dick Wolff

<b>Members</b>	Councillor Evin Abrishami	Councillor Jemima Hunt
	Councillor Mohammed Altaf-Khan	Councillor Chris Jarvis
	Councillor Lubna Arshad	Councillor Tom Landell Mills
	Councillor Shaista Aziz	Councillor Amar Latif
	Councillor Nadine Bely-Summers	Councillor Sajjad Malik
	Councillor Diko Blackings	Councillor Katherine Miles
	Councillor Susan Brown	Councillor Edward Mundy
	Councillor Nigel Chapman	Councillor Chewe Munkonge
	Councillor Mary Clarkson	Councillor Jabu Nala-Hartley
	Councillor Colin Cook	Councillor Lucy Pegg
	Councillor Tiago Corais	Councillor Susanna Pressel
	Councillor Barbara Coyne	Councillor Ajaz Rehman
	Councillor Lizzy Diggins	Councillor Mike Rowley
	Councillor Dr Hosnieh Djafari-Marbini	Councillor Linda Smith
	Councillor Paula Dunne	Councillor Roz Smith
	Councillor Laurence Fouweather	Councillor Christopher Smowton
	Councillor James Fry	Councillor Imogen Thomas
	Councillor Andrew Gant	Councillor Marie Tidball
	Councillor Mick Haines	Councillor Ed Turner
	Councillor Tom Hayes	Councillor Louise Upton
	Councillor Duncan Hall	Councillor Elizabeth Wade
	Councillor Alex Hollingsworth	Councillor Naomi Waite
	Councillor Rae Humberstone	

Apologies will be reported at the meeting.

# Agenda

The business to be transacted is set out below

Pages

## PART 1 - PUBLIC BUSINESS

### 1 Extension of the terms of office of the current civic office holders

Council agreed at the Annual Council meeting in May 2020, and confirmed at the Council meeting on 30 November the Councillors who should serve as civic office holders for an 18 month term from 30 November 2020, subject to their re-election as councillors, and a vote confirming their re-election at this meeting. All three councillors (Cllr Lygo, Cllr Goddard and Cllr Wolff) have been duly re-elected.

#### 1a Election of Lord Mayor for the Council year 2021/22

**Council is recommended to resolve to elect as Lord Mayor to the start of the Annual Council meeting in May 2022**

- Councillor Mark Lygo.

#### 1b Election of Deputy Lord Mayor for the Council year 2021/22

**Council is recommended to elect as Deputy Lord Mayor to the start of the Annual Council meeting in May 2022**

- Councillor Steve Goddard.

#### 1c Election of Sheriff for the Council year 2021/22

**Council is recommended to appoint as Sheriff to the start of the Annual Council meeting in May 2022**

- Councillor Dick Wolf.

### 2 Apologies

### 3 Declarations of interest

To make any declarations of disclosable pecuniary interest relating to items on this agenda.

## 4 Announcements

Announcements by:

1. The Lord Mayor
2. The Chief Executive

## 5 Election of Council Leader

**Council is asked to elect a Leader of Council** in accordance with the Council's executive arrangements as set out in the Constitution for a term of office beginning immediately and ending at the annual Council meeting immediately following the end of their current term of office (i.e. either May 2022 or May 2024).

## 6 Report of the Leader of Council

**Council will receive and note a report from the Leader on:**

1. the appointment of the deputy Leader of the Council;
2. the appointment of up to 8 additional members of the Cabinet;
3. the responsibilities of the Leader, Deputy Leader, and other Cabinet Members;
4. the Council's representative and their substitute on the Oxfordshire Growth Board (both members of this Council's Cabinet)
5. the Council's representatives (and their substitutes) on the Oxfordshire Growth Board's four advisory sub-groups (drawn from members of this Council's Cabinet):
  - Oxfordshire Plan 2050
  - Housing
  - Infrastructure
  - Environment
6. the appointment of Shareholders for:
  - Oxford City Housing Limited (comprising OCH Ltd; OCH (Development) Ltd, OCH (Investment) Ltd;
  - Oxford West End Development Ltd
  - Oxford Direct Services (comprising ODS Ltd; ODS (Trading) Ltd)
7. the Executive Scheme of Delegation as set out in the Section 4 of the Council's Constitution dated 10 May 2021 (and agreed by Council on 17 February 2021); and
8. any other matters.

The Constitution is available on the [Council's website](#)

## OFFICER REPORTS

### 7 Appointment to Council Committees 2021/22

9 - 16

The Head of Law and Governance has submitted a report asking Council to appoint committees and the members serving on those committees for the Council year 2021-22 in accordance with the provisions of the Local Government and Housing Act 1989 (Section 15) and other relevant legislation.

Appendix 2 and Appendix 3 will be circulated in the Briefing Note published the day before the meeting, and any outstanding nominations to committee seats may be announced, or agreed, as appropriate at the meeting.

#### **Recommendations: Council is recommended to:**

1. **Approve** the structure of the Council committees, as defined within the Council's constitution and set out in *Appendix 1: Committee structure*;
2. **Approve** the methods, calculations and conventions used in determining political representation on committees as outlined in the report and set out in *Appendix 2: Political proportionalities on Council committees 2021-22*;
3. **Approve** the appointment of nominated members to committees in accordance with the requirements of political proportionality and the nominations made by political groups, as set out in *Appendix 3: Committee nominations 2021-22*;
4. **Agree** that all members of Council will form the pool of members able to observe on appeals and some grievances panels;
5. **Appoint** three non-executive members to the Oxfordshire Growth Board Scrutiny Panel (see *Appendix 3: Committee nominations 2021-22*);
6. **Appoint** one non-executive member to the Joint Oxfordshire Health Overview and Scrutiny Committee (see *Appendix 3: Committee nominations 2021-22*).

### 8 Council scheme of delegation for 2021/22

The Chief Executive recommends that Council agree the Council's scheme of delegation for its responsibilities set out in Section 5 of the Council's Constitution dated 10 May 2021 (and agreed by Council on 17 February 2021). The Constitution is available on the [Council's website](#)

**Council is recommended to agree the Council's scheme of delegation for its responsibilities set out in Section 5 of the Council's Constitution dated 10 May 2021.**

- |           |   |         |
|-----------|---|---------|
| <b>9</b>  | <b>Conferring of title of Honorary Aldermen and Honorary Alderwomen of Oxford City Council</b>  | 17 - 20 |
|           | <p>The Head of Law and Governance has submitted a report on nominations for the position of Honorary Alderman and Honorary Alderwoman.</p> <p><b>Council is recommended to agree to convene a special meeting to be held at a later date to confer the title of Honorary Alderwoman on Christine Simm and Honorary Alderman on Craig Simmons and John Tanner.</b></p> |         |
| <b>10</b> | <b>Report of decisions taken under Parts 9.3(c) of the Constitution</b>   | 21 - 24 |
|           | <p><b>Council is asked to note the report</b> setting out the decisions made by the Chief Executive using the urgency powers delegated to the Chief Executive in Part 9.3 of the Constitution taken since the last report to Council.</p>   |         |

## **Information for those attending**

### **Recording and reporting on meetings held in public**

Members of public and press can record, or report in other ways, the parts of the meeting open to the public. You are not required to indicate in advance but it helps if you notify the Committee and Member Services Officer prior to the meeting so that they can inform the Chair and direct you to the best place to record.

The Council asks Councillors and members of the press and public recording the meeting:

- To follow the protocol which can be found on the Council's [website](#)
- Not to disturb or disrupt the meeting
- Not to edit the recording in a way that could lead to misinterpretation of the proceedings. This includes not editing an image or views expressed in a way that may ridicule or show a lack of respect towards those being recorded.
- To avoid recording members of the public present, even inadvertently, unless they are addressing the meeting.

Please be aware that you may be recorded during your speech and any follow-up. If you are attending please be aware that recordings may take place and that you may be inadvertently included in these.

The Chair of the meeting has absolute discretion to suspend or terminate any activities that in his or her opinion are disruptive.

### **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". 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.