

# Minutes of a meeting of Council on Wednesday 19 May 2021

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## Council members present:

Councillor Lygo (Lord Mayor)	Councillor Goddard (Deputy Lord Mayor)
Councillor Wolff (Sheriff)	Councillor Abrishami
Councillor Altaf-Khan	Councillor Arshad
Councillor Aziz	Councillor Bely-Summers
Councillor Blackings	Councillor Brown
Councillor Chapman	Councillor Clarkson
Councillor Cook	Councillor Corais
Councillor Coyne	Councillor Diggins
Councillor Dunne	Councillor Fouweather
Councillor Fry	Councillor Gant
Councillor Haines	Councillor Hayes
Councillor Hall	Councillor Hollingsworth
Councillor Hunt	Councillor Jarvis
Councillor Landell Mills	Councillor Latif
Councillor Malik	Councillor Miles
Councillor Mundy	Councillor Munkonge
Councillor Nala-Hartley	Councillor Pegg
Councillor Pressel	Councillor Rehman
Councillor Rowley	Councillor Linda Smith
Councillor Roz Smith	Councillor Snowton
Councillor Thomas	Councillor Tidball
Councillor Turner	Councillor Upton
Councillor Wade	Councillor Waite

## Apologies:

Councillors Djafari-Marbini and Humberstone sent apologies.

The minutes show when Councillors who were absent for part of the meeting arrived and left.

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

Council noted the decision at the Annual Council meeting in May 2020, and confirmed at the Council meeting on 30 November, that Councillors appointed as civic office holders from 30 November 2020 would hold office for an 18 month term, subject to their re-election as councillors, and a vote confirming their re-election at this meeting.

## **2. Election of Lord Mayor for the Council year 2021/22**

Cllr Lygo left the room and Cllr Goddard (Deputy Lord Mayor) took the Chair.

Cllr Brown proposed, seconded by Cllr Turner, that Cllr Lygo be elected Lord Mayor. There were no other nominations.

**Council resolved to elect Cllr Lygo as Lord Mayor of Oxford for the Council year 2021/22.**

Cllr Lygo returned to the room, signed the Declaration of Acceptance of Office, and took the Chair from Cllr Goddard.

## **3. Election of Deputy Lord Mayor for the Council year 2021/22**

Cllr Goddard left the room.

Cllr Gant proposed, seconded by Cllr Wade, that Cllr Goddard be elected Deputy Lord Mayor. There were no other nominations.

**Council resolved to elect Cllr Goddard as Deputy Lord Mayor for the Council year 2021/22.**

Cllr Goddard returned to the room and signed the Declaration of Acceptance of Office.

## **4. Election of Sheriff for the Council year 2021/22**

Cllr Wolff left the room.

Cllr Hollingsworth proposed, seconded by Cllr Jarvis, that Cllr Wolff be elected as Sheriff. There were no other nominations.

**Council resolved to elect Cllr Wolff as Sheriff for the Council year 2021/22.**

Cllr Wolff returned to the room and signed the Declaration of Acceptance of Office.

## **5. Declarations of interest**

There were no declarations.

## **6. Announcements**

The Lord Mayor welcomed all new and returning councillors to the Council.

He gave the highlights from his full programme of community and charity visits, meetings and events online and in person. He had been involved with a Festival of Rugby which had raised £1k for his nominated charities; taken part in events for the National Day of Reflection on 23 March, twinning events, and the appointment ceremony of the High Sheriff for Oxfordshire,

He thanked the Council’s elections and committee services staff and the Chief Executive and everyone involved in delivering the May elections and the count. He offered a particular thanks to the Town Hall staff who had worked hard to enable the 4-day election count and the Annual Council meeting to take place safely.

The Chief Executive reiterated her thanks to the elections team (in particular the Returning and Deputy Returning officers) and the many volunteers who worked very hard over the pre-election period, on election day and at the counts. She reiterated the Lord Mayor’s thanks to the Town Hall staff.

## 7. Election of Council Leader

Cllr Turner proposed, seconded by Cllr Clarkson, that Cllr Brown be elected as the Leader of the Council. There were no other nominations.

**Council resolved to elect Cllr Brown as Leader of the Council for a term of office ending on the day of the Annual Council Meeting in 2022.**

## 8. Report of the Leader of Council

The Leader of the Council gave her report. She congratulated the civic office holders and welcomed everyone including the new councillors to the first meeting after their election.

She announced her appointment of the Deputy Leader and her Cabinet, and also on a number of appointments as set out below. Detailed portfolio responsibilities were available separately on the Council’s website.

<b>Cabinet membership</b>	
Leader	Cllr Brown (Inclusive Growth, Economic Recovery, and Partnerships)
Deputy Leaders	Cllr Turner (statutory deputy leader) (Finance and Asset Management) Cllr Hayes (non-statutory deputy leader) (Green Transport and Zero Carbon Oxford)
Members (7)	Cllr Arshad (Parks and Waste Reduction) Cllr Aziz (Inclusive Communities) Cllr Blackings (Affordable Housing, Housing Security, and Housing the Homeless) Cllr Clarkson (Culture, Leisure and Tourism) Cllr Hollingsworth (Planning and Housing Delivery) Cllr Rowley (Citizen Focused Services) Cllr Upton (Safer, Healthier Oxford)

**The Council's representatives (and substitutes if any) on the Growth Board and its four advisory sub-groups:**

Oxfordshire Growth Board;	Cllr Brown, Leader (any member of Cabinet may substitute)
Oxfordshire Plan 2050 Advisory Sub Group	Cllr Hollingsworth
Affordable Housing Advisory Sub Group	Cllr Blackings
Infrastructure Advisory Sub Group	Cllr Turner
Environment Advisory Sub Group	Cllr Hayes

The Leader of the Council confirmed that

- shareholder arrangements for Oxford City Housing Limited, Oxford West End Development Ltd, and Oxford Direct Services would be announced at a later date.
- there were no changes to the Executive Scheme of Delegation as set out in the Section 4 of the Council's Constitution.

Cllr Brown also notified Council that the 2021 G7 Health Ministers' Meeting will be held in-person in Oxford on 3-4 June, convening at Oxford University.

## **9. Appointment to Council Committees 2021/22**

Council had before it the report of the Head of Law and Governance 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, including details of the committee places and nominations to these.

On being proposed by Cllr Brown and seconded by Cllr Gant and put to the vote, Council approved the recommendations and nominations to committee places.

### **Council resolved 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 the three political groups, as set out in *Appendix 3: Committee nominations 2021-22* and in the table below;
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 as in the table below;
6. **Appoint** one non-executive member to the Joint Oxfordshire Health Overview and Scrutiny Committee as in the table below.

<b><i>Committee (total seats)</i></b>	<b><i>Labour Group nominations</i></b>	<b><i>Liberal Democrat Group nominations</i></b>	<b><i>Green Group nominations</i></b>
Oxfordshire Joint Health Overview and Scrutiny Committee (1 seat)	Amar Latif		
Oxfordshire Growth Board Scrutiny Panel (3)	Jabu Nala-Hartley	Katherine Miles	Lucy Pegg
Licensing and Gambling Acts Committee (15)	Mary Clarkson Colin Cook Tiago Corais Barbara Coyne Paula Dunne Rae Humberstone Mark Lygo Edward Mundy Ajaz Rehman Imogen Thomas Louise Upton	Katherine Miles Andrew Gant Liz Wade	Chris Jarvis
General Purposes Licensing Committee (15)	Mary Clarkson Colin Cook Tiago Corais Barbara Coyne Paula Dunne Rae Humberstone Mark Lygo Edward Mundy Ajaz Rehman Imogen Thomas Louise Upton	Katherine Miles Andrew Gant Liz Wade	Chris Jarvis

<b>Committee (total seats)</b>	<b>Labour Group nominations</b>	<b>Liberal Democrat Group nominations</b>	<b>Green Group nominations</b>
Appointments Committee (5)	Susan Brown Alex Hollingsworth Ajaz Rehman Ed Turner	Andrew Gant	
Audit and Governance Committee (7)	Nigel Chapman Tiago Corais James Fry Duncan Hall Amar Latif Chewe Munkonge	Roz Smith	
Investigation and Disciplinary Committee (4)	Susan Brown Mark Lygo Susanna Pressel	Mohammed Altaf-Khan	
Planning Committee (11)	Evin Abrishami Nigel Chapman Colin Cook Lizzy Diggins Alex Hollingsworth Jemima Hunt Ajaz Rehman Louise Upton	Mohammed Altaf-Khan Laurence Fouweather	Lucy Pegg
Planning Review Committee (9)	Barbara Coyne Chewe Munkonge Linda Smith Imogen Thomas Ed Turner Naomi Waite	Roz Smith Steve Goddard	Dick Wolff

<b>Committee (total seats)</b>	<b>Labour Group nominations</b>	<b>Liberal Democrat Group nominations</b>	<b>Green Group nominations</b>
Scrutiny Committee (12)	Nigel Chapman Tiago Corais Hosnieh Djafari-Marbini Paula Dunne James Fry Linda Smith Imogen Thomas Marie Tidball Naomi Waite	Liz Wade Chris Smowton	Dick Wolff
Standards Committee (7)	Rae Humberstone Mark Lygo Edward Mundy Susanna Pressel Marie Tidball	Mohammed Altaf-Khan Chris Smowton	

## **10. Council scheme of delegation for 2021/22**

On being proposed by Cllr Brown and seconded by Cllr Gant and put to the vote, Council agreed the Scheme of Delegations in Section 5 of the Council's Constitution with the publication date of 10 May 2021 (with the changes from the start of the council year as agreed by Council on 17 February 2021)

**Council resolved to agree the Council's Scheme of Delegation for its responsibilities set out in Section 5 of the Council's Constitution with the publication date of 10 May 2021.**

## **11. Conferring of titles of Honorary Alderman and Honorary Alderwoman of Oxford City Council**

Council considered the report of the Head of Law and Governance recommending the nomination of former councillor Christine Simm as Honorary Alderwoman and former councillors Craig Simmons and John Tanner as Honorary Aldermen.

On being proposed by Cllr Brown and seconded by Cllr Gant and put to the vote, Council agreed the recommendation.

**Council resolved to convene** a special meeting to be held at a later date to confer the title of Honorary Alderwoman on former councillor Christine Simm and Honorary Alderman on former councillors Craig Simmons and John Tanner.

**12. Report of decisions taken under Parts 9.3(c) of the Constitution**

Council considered the report 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.

**Council noted the decisions taken.**

**The meeting started at 5.00 pm and ended at 5.25 pm**

**Lord Mayor .....**

**Date: Monday 26 July 2021**

*Decisions on items of business take effect immediately.*

*Details are in the Council's Constitution.*



## Appendix 2: Political proportionalities on Council committees 2020-21

The allocation of seats to political groups has been reviewed based on the political composition of the Council following elections held on 6 May 2021. The allocations are shown in Table A below:

Lab: 34

Lib Dem: 9

Green: 3

Non-grouped independent: 2

**Table A: Committees subject to proportionality rules**

<b>Committee</b>	<b>Seats</b>	<b>Lab</b>	<b>Lib Dem</b>	<b>Green</b>	<b>Total</b>	<b>Balance</b>
General Purposes Licensing Committee	15	11	3	1	15	0
Appointments Committee	5	4	1	0	5	0
Audit and Governance Committee	7	6	1	0	7	0
Investigation and Disciplinary Committee	4	3	1	0	4	0
Planning Committee	11	8	2	1	11	0
Planning Review Committee	9	6	2	1	9	0
Scrutiny Committee	12	9	2	1	12	0
Standards Committee	7	5	2	0	7	0
<b>Total seats allocated</b>	<b>70</b>	<b>52</b>	<b>14</b>	<b>4</b>	<b>70</b>	<b>0</b>
<b>Rounded entitlement</b>	<b>71</b>	<b>52</b>	<b>14</b>	<b>5</b>	<b>71</b>	<b>+1</b>
<b>Real entitlement</b>	<b>70</b>	<b>51.74</b>	<b>13.70</b>	<b>4.57</b>	<b>70</b>	<b>0</b>
<b>Percentage of seats allocated</b>		<b>(74.29%)</b>	<b>(20%)</b>	<b>(5.71%)</b>	<b>(100)</b>	<b>0</b>

Notes on the allocation of seats to groups:

- Initially 67 of the 70 seats were allocated to groups.
- The non-grouped independent councillors confirmed that they did not wish to take seats.
- The political balance was recalculated based on 46 members overall to exclude the impact that independent members have on overall proportionality.
- The final rounded entitlement of groups was 71 but only 70 seats were available.
- There were three groups with a rounded entitlement to an additional seat.
- The final two seats (on Audit and Governance and Standards) were allocated to the two groups with the strongest mathematical entitlement to an additional seat i.e. Labour Group (0.74) and the Lib Dem Group (0.70), with Labour Group having first preference and selecting Audit and Governance Committee.

Some committees are not subject to political proportionality. The allocation of seats on these committees is explained in paragraphs 13, 17 and 20 of the report and is set out in Table B below.

**Table B: Committees not subject to proportionality rules**

<b><i>Committee</i></b>	<b><i>Labour</i></b>	<b><i>Lib Dem</i></b>	<b><i>Green</i></b>	<b><i>Total</i></b>
Oxfordshire Joint Health Overview and Scrutiny Committee	1	0	0	1
Oxfordshire Growth Board Scrutiny Panel	1	1	1	3
Licensing and Gambling Acts Committee	11	3	1	15

### Appendix 3: Committee nominations 2021-22

<b>Committee</b>	<b>Labour</b>	<b>Liberal Democrat</b>	<b>Green</b>
Oxfordshire Joint Health Overview and Scrutiny Committee (1 seat)	1. Amar Latif		
Oxfordshire Growth Board Scrutiny Panel (3)	1. Jabu Nala-Hartley	1. Katherine Miles	1. Lucy Pegg
Licensing and Gambling Acts Committee (15)	1. Mary Clarkson 2. Colin Cook 3. Tiago Corais 4. Barbara Coyne 5. Paula Dunne 6. Rae Humberstone 7. Mark Lygo 8. Edward Mundy 9. Ajaz Rehman 10. Imogen Thomas 11. Louise Upton	1. Katherine Miles 2. Andrew Gant 3. Liz Wade	1. Chris Jarvis
General Purposes Licensing Committee (15)	1. Mary Clarkson 2. Colin Cook 3. Tiago Corais 4. Barbara Coyne 5. Paula Dunne 6. Rae Humberstone 7. Mark Lygo 8. Edward Mundy 9. Ajaz Rehman 10. Imogen Thomas 11. Louise Upton	1. Katherine Miles 2. Andrew Gant 3. Liz Wade	1. Chris Jarvis
Appointments Committee (5)	1. Susan Brown 2. Alex Hollingsworth 3. Ajaz Rehman 4. Ed Turner	1. Andrew Gant	
Audit and Governance Committee (7)	1. Nigel Chapman 2. Tiago Corais 3. James Fry	1. Roz Smith	

	<ol style="list-style-type: none"> <li>4. Duncan Hall</li> <li>5. Amar Latif</li> <li>6. Chewe Munkonge</li> </ol>		
Investigation and Disciplinary Committee (4)	<ol style="list-style-type: none"> <li>1. Susan Brown</li> <li>2. Mark Lygo</li> <li>3. Susanna Pressel</li> </ol>	1. Mohammed Altaf-Khan	
Planning Committee (11)	<ol style="list-style-type: none"> <li>1. Evin Abrishami</li> <li>2. Nigel Chapman</li> <li>3. Colin Cook</li> <li>4. Lizzy Diggins</li> <li>5. Alex Hollingsworth</li> <li>6. Jemima Hunt</li> <li>7. Ajaz Rehman</li> <li>8. Louise Upton</li> </ol>	<ol style="list-style-type: none"> <li>1. Mohammed Altaf-Khan</li> <li>2. Laurence Fouweather</li> </ol>	1. Lucy Pegg
Planning Review Committee (9)	<ol style="list-style-type: none"> <li>1. Barbara Coyne</li> <li>2. Chewe Munkonge</li> <li>3. Linda Smith</li> <li>4. Imogen Thomas</li> <li>5. Ed Turner</li> <li>6. Naomi Waite</li> </ol>	<ol style="list-style-type: none"> <li>1. Roz Smith</li> <li>2. Steve Goddard</li> </ol>	1. Dick Wolff
Scrutiny Committee (12)	<ol style="list-style-type: none"> <li>1. Nigel Chapman</li> <li>2. Tiago Corais</li> <li>3. Hosnieh Djafari-Marbini</li> <li>4. Paula Dunne</li> <li>5. James Fry</li> <li>6. Linda Smith</li> <li>7. Imogen Thomas</li> <li>8. Marie Tidball</li> <li>9. Naomi Waite</li> </ol>	<ol style="list-style-type: none"> <li>1. Liz Wade</li> <li>2. Chris Smowton</li> </ol>	1. Dick Wolff
Standards Committee (7)	<ol style="list-style-type: none"> <li>1. Rae Humberstone</li> <li>2. Mark Lygo</li> <li>3. Edward Mundy</li> <li>4. Susanna Pressel</li> <li>5. Marie Tidball</li> </ol>	<ol style="list-style-type: none"> <li>1. Mohammed Altaf-Khan</li> <li>2. Chris Smowton</li> </ol>	