

Agenda

Council

Summons

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

Date: **Monday 2 October 2023**

Time: **5.00 pm**

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



Proper Officer

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](#)

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Membership of Council

Councillors: Membership 48: Quorum 12.

Lord Mayor Councillor Lubna Arshad

Deputy Lord Mayor Councillor James Fry

Sheriff Councillor Mark Lygo

Members	Councillor Mohammed Altaf-Khan	Councillor Sajjad Malik
	Councillor Shaista Aziz	Councillor Katherine Miles
	Councillor Susan Brown	Councillor Alistair Morris
	Councillor Nigel Chapman	Councillor Lois Muddiman
	Councillor Mary Clarkson	Councillor Edward Mundy
	Councillor Tiago Corais	Councillor Chewe Munkonge
	Councillor Barbara Coyne	Councillor Jabu Nala-Hartley
	Councillor Lizzy Diggins	Councillor Lucy Pegg
	Councillor Dr Hosnieh Djafari-Marbini	Councillor Susanna Pressel
	Councillor Dr Sandy Douglas	Councillor Anna Railton
	Councillor Paula Dunne	Councillor Rosie Rawle
	Councillor Laurence Fouweather	Councillor Ajaz Rehman
	Councillor Andrew Gant	Councillor Jo Sandelson
	Councillor Duncan Hall	Councillor Linda Smith
	Councillor Tom Hayes	Councillor Roz Smith
	Councillor Alex Hollingsworth	Councillor Dr Christopher Smowton
	Councillor Rae Humberstone	Councillor Imogen Thomas
	Councillor Jemima Hunt	Councillor Ed Turner
	Councillor Chris Jarvis	Councillor Louise Upton
	Councillor Emily Kerr	Councillor Naomi Waite
	Councillor Tom Landell Mills	Councillor Diko Walcott
	Councillor Dr Amar Latif	

Apologies will be reported at the meeting.

Agenda

The business to be transacted is set out below

	Pages
PART 1 - PUBLIC BUSINESS	
1 Apologies for absence	
2 Declarations of interest	
3 Minutes Minutes of the ordinary meeting of Council held on 17 July 2023. Council is asked to approve the minutes as a correct record.	23 - 36
4 Appointment to Committees The Head of Law and Governance has submitted a report which notifies Council of the amendments made to the membership of Committees since the initial appointments made at Council on 17 May 2023. Recommendation: That Council resolves to: 1. Agree the appointments to Committees.	37 - 38
5 Announcements 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	
6 Public addresses and questions that relate to matters for decision at this meeting Public addresses and questions to the Leader or other Cabinet member received in accordance with Council Procedure Rules in the Constitution relating to matters for decision in Part 1 of this agenda. Up to five minutes is available for each public address and up to three	

minutes for each question. Questions must be less than 200 words.

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 26 September 2023.

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.

CABINET RECOMMENDATIONS

7 Out of Hospital Care Team Provision

39 - 54

The Executive Director (Communities and People) submitted a report to Cabinet on 13 September 2023 seeking authorisation to continue the Oxfordshire Out of Hospital Care Group through financing secured from the Better Care Fund and to seek delegated authority to award ongoing contracts (with annual break clauses) for the provision of this service, subject to securing the necessary financing.

The Cabinet minutes are available at Item 16b.

Councillor Linda Smith, Cabinet Member for Housing, will present the report and present Cabinet's recommendations.

Recommendation: Cabinet recommends that Council resolves to:

1. **Approve** the allocation of £1.2 million to continue to fund the Oxfordshire Out of Hospital Care Model until 31st March 2024, using funding from the Better Care Fund.

8 Expansion of the Housing First Programme

55 - 64

The Executive Director (Communities and People) submitted a report to Cabinet on 9 August 2023 seeking approval for the expansion of the Housing First programme following a successful bid to the Single Homelessness Accommodation Programme.

The Cabinet minutes are available at Item 16a.

Councillor Linda Smith, Cabinet Member for Housing, will present the report and present Cabinet's recommendations.

Recommendations: Cabinet recommends that Council resolves to:

1. **Approve** the allocation of a £2,888,000 capital budget (of which £1,688,000 will be borrowed by the Housing Revenue Account) for the Council's investment to purchase the properties as part of the

Single Homelessness Accommodation Programme as outlined in paragraph 19, the balance of which will be met by the SHAP grant;

2. **Approve** a budget allocation of £600,000 to cover revenue costs to commission support providers to deliver support for the 17 units of Housing First. The funding equates to 3 years' worth of revenue but is spread over 4 financial years (paragraph 18).

9 The Leys Pool and Leisure Centre

65 - 96

The Head of Community Services submitted a report to Cabinet on 13 September 2023 seeking to create a youth hub based in the currently under-utilised space at the Leys Pools & Leisure Centre. This would be made possible by utilising external funding for both capital (building works) and revenue (youth work). The project would be in partnership with Oxfordshire County Council.

The Cabinet minutes are available at Item 16b.

Councillor Chewe Munkonge, Cabinet Member for Leisure and Parks, will present the report and present Cabinet's recommendation.

Recommendation: Cabinet recommends that Council resolves to:

1. **Approve** the addition of £1,120,199 into the capital programme together with £223,907 into the revenue budget for delivery of the project.

10 Park and Ride combined parking-and-bus ticket charges

97 - 132

Appendix B to this item includes exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If Council wishes to discuss matters relating to the information set out in Appendix B to the report, it will be necessary for the Council to pass a resolution to exclude the press and public from the meeting (as set out at agenda item 21).

The Executive Director (Development) submitted a report to Cabinet on 13 September 2023 seeking approval for permanent changes to the combined parking-and-bus ticket charges at Oxford City Council Park and Ride sites after the completion of a twelve-month trial period.

The Cabinet minutes are available at Item 16b.

Councillor Louise Upton, Cabinet Member for Planning and Healthier Communities and Councillor Ed Turner, Cabinet Member for Finance and Asset Management will present the report and present Cabinet's recommendations.

Recommendation: Cabinet recommends that Council resolves to:

1. **Approve** the continued use of combined parking and bus tickets at Oxford City Council Park and Ride sites at the current prices until

April 2024, as per Option 1 in this report.

11 Delivery of New Burial Space

133 -
168

Appendices 2, 4 and 6 to this item include exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If Council wishes to discuss matters relating to the information set out in Appendices 2, 4 and 6 to the report, it will be necessary for the Council to pass a resolution to exclude the press and public from the meeting (as set out at agenda item 21).

The Executive Director (Development) submitted a report to Cabinet on 13 September 2023 seeking approval for delivery of a new publicly accessible greenspace and burial meadow on land owned by the Council off Oxford Road towards Horspath including approval of the scheme, submission of planning application to South Oxfordshire District Council, Phase 1 delivery budget, and required property and legal procedures to deliver the scheme.

The Cabinet minutes are available at Item 16b.

Councillor Chewe Munkonge, Cabinet Member for Leisure and Parks, will present the report and present Cabinet's recommendations.

Recommendation: Cabinet recommends that Council resolves to:

1. **Approve** a capital budget of £2.4M for delivery of this scheme.

12 Local Authority Housing Fund - Round 2

169 -
208

Appendix 3 to this item includes exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If Council wishes to discuss matters relating to the information set out in Appendix 3 to the report, it will be necessary for the Council to pass a resolution to exclude the press and public from the meeting (as set out at agenda item 21).

The Executive Director (Communities and People) submitted a report to Cabinet on 13 September 2023 seeking approval to make available the required budget provision and the necessary project approval and delegations to enable the Council to proceed with entering into the national Local Authority Housing Fund Round 2.

The Cabinet minutes are available at Item 16b.

Councillor Linda Smith, Cabinet Member for Housing, will present the report and present Cabinet's recommendations.

Recommendation: Cabinet recommends that Council resolves to:

1. **Approve** the allocation of £1,863,100 capital budget from the Housing Revenue Account for the Council's investment to purchase the properties as part of Local Authority Housing Fund Round 2, with £1,069,860 being funded from HRA borrowing and the rest covered by grant of £793,240.

13 Northfield Hostel site - Additional 10 additional affordable homes

209 -
216

Appendix 1 to this item includes exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If Council wishes to discuss matters relating to the information set out in Appendix 1 to the report, it will be necessary for the Council to pass a resolution to exclude the press and public from the meeting (as set out at agenda item 21).

The Executive Director (Development) submitted a report to Cabinet on 9 August 2023 seeking project approval and delegations to deliver a development of a further 10 affordable homes at the Northfield Hostel site.

The Cabinet minutes are available at Item 16a.

Councillor Linda Smith, Cabinet Member for Housing, will present the report and present Cabinet's recommendations.

Recommendation: Cabinet recommends that Council resolves to:

1. **Approve** a virement within the HRA capital budget for scheme costs. The virement will be from the Oxford City Housing Limited ("OCHL") purchase line into a new scheme line to be profiled to match the build programme across the three years from 2023/24 to 2025/26.

14 Blackbird Leys Development Project

217 -
254

Appendices 4, 5, 6, 7 and 8 to this item include exempt information pursuant to Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. If Council wishes to discuss matters relating to the information set out in Appendices 4, 5, 6, 7 and 8 to the report, it will be necessary for the Council to pass a resolution to exclude the press and public from the meeting (as set out at agenda item 21).

The Executive Director (Development) submitted a report to Cabinet on 13 September 2023 seeking approval to variations to the Development Agreement between Oxford City Council (OCC) and its development partner, Peabody, for the Blackbird Leys Development Project; and (ii) seek approval of a revised budget for the Blackbird Leys community centre and delegated powers to assign further Section 106 off-site

affordable housing funds to the scheme for affordable housing delivery.
The Cabinet minutes are available at Item 16b.

Councillor Linda Smith, Cabinet Member for Housing will present the report and present Cabinet's recommendation.

Recommendation: Cabinet recommends that Council resolves to:

1. **Approve** allocation of an additional £1.5 million of S106 affordable housing funds, not currently delegated to the Head of Planning, to Phase 2 of the Blackbird Leys Regeneration Project

OFFICER REPORTS

15 Constitution Amendments - changes to responsibility for functions

255 -
256

The Head of Law and Governance (Monitoring Officer) has submitted a report which seeks Council agreement to amend the Constitution to reflect changes in responsibility for functions.

Recommendations: That the Council resolves to:

1. **Approve** the following changes to the Constitution:
 - a. Where the job title "Head of Regulatory Services and Community Services" appears in respect of a Regulatory Services function that this be changed to Head of Planning & Regulatory Services;
 - b. Where the job title "Head of Regulatory Services and Community Services" is referred to other than in relation to Regulatory Services, that it be changed to the Executive Director for Communities and People.
 - c. All other references to the Head of Planning Services be updated to be references to the Head of Planning & Regulatory Services within the remainder of the constitution.
2. **Note** that the changes will take effect as of the 17 October 2023.

QUESTIONS

16 Questions on Cabinet minutes

This item has a time limit of 15 minutes.

Councillors may ask the Cabinet Members questions about matters in these minutes:

16a Minutes of the Cabinet meeting held on 9 August 2023

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16b Draft Minutes of the Cabinet meeting held on 13 September 2023

17 Questions on Notice from Members of Council

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 Cabinet 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 Wednesday 20 September 2023.

These, and written responses where available, will be published in the briefing note.

PART 2 - PUBLIC INVOLVEMENT AND SCRUTINY

18 Public addresses and questions that do not relate to matters for decision at this Council meeting

This item will be taken at or shortly after 7.00pm

Public addresses and questions to the Leader or other Cabinet member received in accordance with Council Procedure Rules in the Constitution and not relating to matters for decision in Part 1 of this agenda.

Up to five minutes is available for each public address and up to three minutes for each question. Questions must be less than 200 words.

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 26 September 2023.

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 within this limit.

19 Outside organisation/Committee Chair reports and questions

As set out in the Constitution at procedure rule 11.16, Members who are Council representatives on external bodies or Chairs of Council

Committees who consider that a significant decision or event has taken place, may give notice to the Head of Law and Governance by 1.00 pm Wednesday 27 September 2023 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.

19a Outside Organisation Report: Children's Trust Board

275 -
376

The Head of Corporate Strategy has submitted a report that provides members with an update on the work of:

- The Oxfordshire Children's Trust Board
- Oxford City Council for Children and Young People in the city

Recommendation: That Council resolves to:

1. The **note** the report.

19b Scrutiny Committee update report

377 -
384

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

Council is invited to comment on and note the report.

PART 3 - MOTIONS REPRESENTING THE CITY

20 Motions on notice 2 October 2023

This item has a time limit of 60 minutes.

Motions received by the Head of Law and Governance in accordance with the rules in Section 11 of the Constitution by the deadline of 1.00pm on Wednesday 20 September 2023 are listed below.

Cross party motions are taken first. Motions will then be taken in turn from the *Liberal Democrat Group, Green Group, Labour Group* 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 29 September 2023 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) Digital Inclusion (Proposed by Cllr Mohammed Altaf-Khan, seconded by Cllr Steven Goddard)
- b) Oxford Climate Emergency Centre (proposed by Cllr Lois Muddiman, seconded by Cllr Emily Kerr)
- c) Freedom from Fear for our Shop Workers (proposed by Cllr Edward Mundy, seconded by Cllr Shaista Aziz).
- d) Housing Management System problems and resultant accounts issues at Oxford City Council and ODS (proposed by Cllr Christopher Smowton, seconded by Cllr Laurence Fouweather)
- e) A Ban on Disposable Vapes (proposed by Cllr Lucy Pegg, seconded by Cllr Rosie Rawle)
- f) Clean Air as a Human Right (proposed by Cllr Alex Hollingsworth, seconded by Cllr Lizzy Diggins)

20a Digital Inclusion (Proposed by Cllr Mohammed Altaf-Khan, seconded by Cllr Steven Goddard)

Liberal Democrat Member Motion

Digital Inclusion in Council Services

The City Council provides a wide range of services to the residents of Oxford. There has been a shift over the years to provide online access to Council services. The Council's Equality, Diversity and Inclusion Strategy (EDI, 2022) states that the Council will:

“Champion digital inclusion and accessibility as we move towards ‘digital by default’ services, working with partners to ensure there is access to devices, connectivity and skills development. Where appropriate, we will use council funding and infrastructure, such as free community centre Wi-Fi, to support residents to get online, so that no one is excluded as we move towards fully digital service delivery”

This approach has left some residents – mainly but not limited to older people – unable to communicate with Council Officers. This may be because they lack the technology to do so, don't have the skills or familiarity needed, or are unable to use IT systems because of a disability. It is very likely that there will always be a small percentage of residents that fall into this group and the needs of these people must be included in any strategy.

This Council needs to revise its EDI strategy so that it ensures any resident can communicate with all departments in ways which do not exclude them. Any communication from the Council requiring a response from a resident must offer several different ways of responding to ensure that there is no discrimination by age, income, disability or other disadvantage.

Therefore this Council calls on the Leader of the Council:-

- Commit to revising the EDI Strategy to explicitly recognise that there will always be some residents who will be unable to participate digitally and who will need alternative channels of communication with the Council.
- Work towards ensuring that any and all communications issued by the Council includes all the following means of responding or raising queries:
 - Online via the Council website
 - Telephone number with hours identified that this number will be manned and answered.
 - Where information is requested from residents, a Freepost reply facility with a paper form.
 - Details of the Council Contact Centre in the County Library including opening hours.

20b Oxford Climate Emergency Centre (proposed by Cllr Lois Muddiman, seconded by Cllr Emily Kerr)

Green Member Motion

In January 2019, Oxford City Council members unanimously declared a climate emergency and agreed to create a citizens' assembly in Oxford to help consider new carbon targets and additional measures to reduce emissions. The Oxford Citizens Assembly on Climate Change was duly held over two weekends in September and October 2019.

One of the headline findings of Oxford Citizens' Assembly on Climate Change in 2019 was:

‘a demand for more education and information provided for the wider public...to help them understand what they can personally do to help’.

Across Oxford, excellent work has been done to meet this demand over the past 20 years. For example, the work of all the groups in the CAG* project founded in 2001 and the many projects being undertaken by members of the Zero Carbon Partnership formed in 2021, (replacing the Low Carbon Oxford network launched in 2011).

Despite all this work to educate, inform and engage the public, it is clear from the demands of the Citizens' Assembly that we are still not doing enough. On housing alone, we urgently need to support residents to retrofit their homes to tackle fuel poverty, rising energy

costs, and the climate emergency because approximately 60% of homes in Oxford still have an energy efficiency rating of D or below. The Low Carbon Hub and Cosy Homes Oxfordshire offer advice and services but they are not accessible enough to the public.

Given the urgency of the climate crisis, Oxford needs a highly visible Climate Emergency Centre (CEC). A CEC is a central, inclusive and accessible space where residents and groups can meet to share and gain information on the climate and ecological emergencies, and develop local solutions for nature recovery, climate mitigation and adaptation. Through the CEC, residents could:

- Find information about our changing climate, its impact and solutions.
- Have an opportunity to discuss their concerns about the future.
- Access advice and support on how to take positive steps towards a safer future for themselves, their families, and their communities.

There are lots of examples of Climate Emergency Centres across the UK from Leeds to Lewes, Preston to Portsmouth, and in Guildford, Islington, Kingston and Northampton as well as more locally in Abingdon and Swindon.

The creation of a CEC in the middle of the city would increase public engagement of all the existing groups, organisations and projects in the city and enhance the public realm in the city centre.

This council therefore resolves to request the cabinet member for zero carbon and climate justice and the cabinet member for finance and asset management to:

- Support the objective of establishing and running a Climate Emergency Centre in Oxford.
- Work closely with partner organisations and local communities to achieve this objective.
- Identify a suitable site for a CEC in Oxford City Centre.
- Consider grant funding towards the costs of establishing and running a CEC.

20c Freedom from Fear for our Shop Workers (proposed by Cllr Edward Mundy, seconded by Cllr Shaista Aziz)

Labour Member Motion

Our shop workers are key workers who risked their health by working through the Covid pandemic, providing essential retail services while many stayed at home. Sadly, in recent years, shop workers and delivery drivers have increasingly been the victims of

violence and abuse, as well as being on the front line during an uptick in shoplifting. Research from both the Association of Convenience Retailers (ACR)¹ and the British Retail Consortium² has found that shoplifting and violence against shop workers has increased from pre 2019 levels. ACR data found that 87% of convenience store workers had been victims of verbal abuse in the last year. There is considerable strain and hardship being placed upon people across the country from the impacts of the cost of living crisis (including on shop workers themselves), as well as a mental health crisis and difficulty in accessing essential care and support. It is vital that this is addressed both nationally and locally.

There is an enormous impact on shop workers from crime and abuse. The Union of Shop Distributive and Allied Workers (Usdaw) has a long running Freedom From Fear Campaign³, which has gathered survey data on the nature and frequency of violence and abuse perpetrated against shop staff. Shockingly, their annual survey for 2022-23 found that three quarters of retail workers had been victims of abuse from customers. Many workers don't even feel that reporting incidents of abuse will make a difference. The most significant trigger for abuse and violence against shop staff has been shoplifting, being cited as the cause of nearly a third of such incidents.

This Council pledges to:

- Back the Usdaw Freedom From Fear Campaign with a letter of support and solidarity to the Usdaw General Secretary Paddy Lillis.
- Support and contribute to local messaging promoting respect for shop workers and our commitment to stamping out abuse and violence.
- Lobby the Police and Crime Commissioner for Thames Valley Matthew Barber to do more to combat shop lifting as well as the abuse and violence perpetrated against shop workers.
- For our Cabinet Member for Safer Communities Shaista Aziz to engage with local police sergeants as to why retail workers are not empowered to report abuse and what our neighbourhood policing will do to protect retail workers and tackle retail crime.

20d Housing Management System problems and resultant

¹ https://cdn.acs.org.uk/public/acs_crime_report_2023.pdf

² <https://www.usdaw.org.uk/About-Us/News/2023/Jul/BRC-finds-retail-theft-and-abuse-have-increased>

³ <https://www.usdaw.org.uk/CMSPages/GetFile.aspx?guid=768eb764-e8dd-4d48-a913-17d6d1d03c1c>

accounts issues at Oxford City Council and ODS (proposed by Cllr Christopher Smowton, seconded by Cllr Laurence Fouweather)

Liberal Democrats Member Motion

Council notes that the report to Cabinet on the 14 June 2023 concerning the Housing Management System Implementation and lessons learnt.

Council notes that the budget for the project has had to be doubled to over £3 million.

Council also notes that this project and its intended benefits has been delayed by many years since its original intended go-live date of May 2018.

Council notes with concern that this has had an impact upon Oxford Direct Services (ODS) being unable to submit its accounts for financial year 2021/22 to Companies House as they are not yet certified by the ODS auditors. ODS is thus being fined every month for non-compliance. Council notes that this also prevents the Council's auditors from approving the Council's own accounts for submission to Central Government.

Council notes that the more information about failures of this nature that can be published, the more third parties including other local authorities and public bodies can benefit from the lessons learned.

Council resolves to:-

Ask the Leader of the Council, as a matter of priority, to:-

1. Request the publication of a minimally redacted version of the lessons learned report, in contrast to the brief summary published in June 2023.
2. Ensure that action is taken as soon as possible to ensure the new Housing Management System is properly implemented in the Council and that the benefits promised are realised.
3. Ensure that the deadline (October 2023) for reporting the certified Council accounts to Central Government is met.

20e A Ban on Disposable Vapes (proposed by Cllr Lucy Pegg, seconded by Cllr Rosie Rawle)

Green Member Motion

Disposable vapes are creating an environmental and health crisis. Far from helping smokers to quit, with their attractive packaging and child-friendly flavours, disposable vapes are getting a new generation addicted to nicotine. Frequently littered and hard to recycle, disposable vapes are also causing damage to the natural environment and wasting critical materials.

This council notes that:

- There has been a fourfold increase in the number of disposable vapes being discarded over the past year, with 5 million vapes now being thrown away every week
- Vapes contain critical raw materials, such as lithium and copper, which are vital for our transition to a greener society. The disposable vapes thrown away over the past year contain enough lithium to create 5,000 batteries for electric cars
- 1 in 9 young people aged 11 to 18 have experimented with e-cigarettes, with 69% of these people choosing disposable vapes, according to research from Action on Smoking and Health (ASH). There has been a 7-fold increase between 2020 and 2022 in the choice of disposables amongst this age group, alongside a 50% year on year increase in the proportion of children experimenting with vaping of all kinds.
- Lithium ion batteries, like those used in vapes, caused 700 fires at waste sites in 2022 due to not being properly disposed of.
- Prominent environmental and health organisations have called for a ban, including The Royal College of Paediatrics and Child Health, Marine Conservation Society, Centre for Sustainable Healthcare and Surfers Against Sewage.
- Councils across the country have called for a UK ban on disposable vapes by 2024, and the Scottish Government has already agreed to carry out a consultation on banning disposable vapes
- Whilst vaping can help smokers to quit, reusable vapes serve this same purpose

This council resolves:

- That the Leader of the Council will write jointly to the Secretary of State for Health and Social Care and the Secretary of State for Environment, Food and Rural Affairs, supporting a ban on disposable vapes by 2024 on environmental and child health grounds
- To ask Oxford Direct Services to provide additional facilities for recycling disposable vapes and publicise the existing e-waste recycling services, which accepts vapes
- That the Cabinet Member for Zero Carbon Oxford and Climate Justice and the Cabinet Member for Planning and Healthier Communities investigate ways the council can encourage retailers selling disposable vapes in Oxford to provide recycling facilities for vapes in their stores

20f **Clean Air as a Human Right (proposed by Cllr Alex Hollingsworth, seconded by Cllr Lizzy Diggins)**

Labour Member Motion

In August 2022 the United Nations declared that clean air is a Human Right. Yet WHO figures suggest that 99% of the world's population are breathing air that harms their health. Research by the Lancet in the UK shows that outdoor air pollution contributes to more than 25,000 deaths a year.

Two of the most dangerous pollutants are the gas nitrogen dioxide (NO₂) produced by vehicles and fine particulate matter (PM_{2.5}) produced by vehicles, wood burning, industry and farming.

High levels of NO₂ can damage the human respiratory tract and increase a person's vulnerability to respiratory infections and asthma. Microscopic fine particulate matter (PM_{2.5}) are small enough to fit through the walls of the lungs and into the bloodstream where they are carried around the body, often eventually lodging themselves in different organs.

Exposure to air pollution increases the risk of respiratory and cardiovascular disease, lung cancer, diabetes, neurological disorders, and adverse pregnancy outcomes. Research has shown a direct link between increasing levels of pollution in the air and GP appointments for respiratory symptoms and asthma, and that exposure to traffic related pollution increases the likelihood of having multiple long term physical and mental health conditions.

Despite this, the current targets for limiting air pollution in England would see the country aiming to be double the current WHO minimum standard by 2040.

This council notes with concern that while cleaner engine standards are reducing some forms of vehicle pollution, there is growing evidence that the increasing size and weight of road vehicles is leading to an increase in harmful PM_{2.5} pollution from non-exhaust emissions.

This Council therefore asks the Council Leader to write letters to the two MPs for Oxford and the Secretary of State for Transport, copied to the Leader of Oxfordshire County Council, to:

1. Endorse The Clean Air (Human Rights) Bill introduced to Parliament by Baroness Jenny Jones which has received cross-party support.
2. Welcome the statement by Steve Reed MP that a future Labour Government should legislate to make Clean Air a Human Right
3. Continue to support the implementation of Ultra-Low and Zero Emission Zones across the country as a crucial part of the process of reducing air pollution to the WHO minimum standard.
4. Express the Council's concern about the pollution and safety

impacts of increasing vehicle size and weight, and to support changes in vehicle taxation and charging that reflect both exhaust and non-exhaust emissions.

Continue to support local and national policies that aim to reduce car use and to provide safe, affordable and convenient public and active transport alternatives.

21 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 Friday before the meeting and can be accessed along with the agenda on the council’s website.

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.

Members Code – Other Registrable Interests

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing** of one of your Other Registrable Interests*** then you must declare an

interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Members Code – Non Registrable Interests

Where a matter arises at a meeting which **directly relates** to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under Other Registrable Interests, then you must declare the interest.

You must not take part in any discussion or vote on the matter and must not remain in the room, if you answer in the affirmative to this test:

“Where a matter affects the financial interest or well-being:

- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest You may speak on the matter only if members of the public are also allowed to speak at the meeting.”

Otherwise, you may stay in the room, take part in the discussion and vote.

*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.

** Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person’s quality of life, either positively or negatively, is likely to affect their wellbeing.

*** Other Registrable Interests: a) any unpaid directorships b) any Body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority c) any Body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.