

# Agenda

# Council

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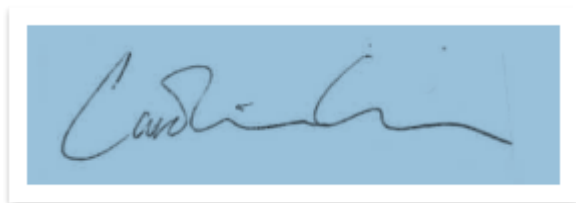
## Summons

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

Date: **Monday 27 November 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](#)
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**For further information** please contact:

Jonathan Malton, Committee and Member Services Manager

📞 01865 529117

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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

<b>Members</b>	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 Mike Rowley
	Councillor Stephen Goddard	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
<b>PART 1 - PUBLIC BUSINESS</b>	
<b>1 Apologies for absence</b>	
<b>2 Declarations of interest</b>	
<b>3 Minutes</b>	23 - 42
Minutes of the ordinary meeting of Council held on 2 October 2023 and the special meeting of Council on 7 November 2023.	
<b>Council is asked to approve the minutes as a correct record.</b>	
<b>4 Announcements</b>	
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	
<b>5 Public addresses and questions that relate to matters for decision at this meeting</b>	
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.	
<b>The request to speak accompanied by the full text of the address or question must be received by the <a href="#">Head of Law and Governance</a> by 5.00 pm on Tuesday 21 November 2023.</b>	
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

### 6 FutureFit Oxford(shire) Project Grant Funding Bid

43 - 50

The Head of Corporate Strategy submitted a report to Cabinet on 15 November 2023 which sought approval for Oxford City Council's involvement in the FutureFit Oxford(shire) Project (FOx Project), and delegated authority for the facilitation and delivery of the project.

The Cabinet minutes are available at Item 13b.

Councillor Anna Railton, Cabinet Member for Zero Carbon Oxford and Climate Justice, will present the report and present Cabinet's recommendations.

**Recommendation:** Cabinet recommends that Council resolves to:

1. **Establish** a revenue budget for £1.56 million funded by a government grant to enable the necessary resources to be employed and the work undertaken.

## OFFICER REPORTS

### 7 Council and Committee meetings programme for May 2024 to May 2026

51 - 60

The Head of Law and Governance has submitted a report which sets out a programme of Council, committee and other meetings for the whole of the 2024/25 and 2025/26 Council years.

**Recommendations:** that Council resolves to:

1. **Approve** the programme of Council, committee and other meetings from 1 May 2024 to 31 May 2026 attached at Appendix A;
2. **Delegate** authority to the Head of Law and Governance, in consultation with G Group Leaders, to make changes to this programme in the event that there is any decision by Council to change the committee structure or committee remits which impacts on the programme of meetings; and
3. **Delegate** authority to the Head of Law and Governance to set dates for additional training and briefing sessions for Members.

### 8 Appointments to Council Committees 2023/2024

Report to follow.

<b>9</b>	<b>Decisions taken under Part 9.3(b) of the Constitution</b>	61 - 64
	<p>The Head of Law and Governance, on behalf of the Head of Paid Service (Chief Executive) has submitted a report which notes the decisions taken by the Head of Paid Service (Chief Executive) using the powers delegated in Part 9.3(b) of the Constitution.</p> <p><b>Recommendation(s):</b> Council is recommended to:</p> <ol style="list-style-type: none"> <li>1. <b>Note</b> the decisions taken as set out in the report.</li> </ol>	
<b>10</b>	<b>Decisions taken under Part 17.9 of the Constitution</b>	65 - 68
	<p>The Head of Law and Governance has submitted a report which notes the decision taken by the Executive Director (Development) under the provisions in Part 17.9 of the Constitution.</p> <p><b>Recommendation:</b> That Council resolves to:</p> <ol style="list-style-type: none"> <li>1. <b>Note</b> the decision taken as set out in the report.</li> </ol>	
<b>11</b>	<b>Amendment to Proper Officer Delegations</b>	69 - 70
	<p>The Head of Law and Governance (Monitoring Officer) has submitted a report which seeks Council's agreement to amend the Constitution to reflect the changes in responsibilities for functions.</p> <p><b>Recommendation(s):</b> That the Council resolves to:</p> <ol style="list-style-type: none"> <li>1. <b>Approve</b> the following changes to the Constitution: <ol style="list-style-type: none"> <li>a. Amend Part 10.1 to include delegation to the Monitoring Officer to make amendments to Proper Officer designations to reflect changes to the senior management structure.</li> <li>b. Amend the table at Part 10.2 (Table of Proper Officer Responsibilities) at Local Government Act 1972 Section 234 "Signing notices, orders and other documents which the Council is required or authorised to issue by or under any enactment" to include 'where no Head of Service, the relevant director will be the Proper Officer'.</li> </ol> </li> <li>2. <b>Note</b> that the changes will take effect as of the 12 December 2023.</li> </ol>	
<b>12</b>	<b>New Byelaws for parks and open spaces</b>	71 - 106
	<p>The Head of Community Services has submitted a report which seeks approval that the existing byelaws for parks and open spaces be updated and for a full consultation on the proposed draft set of new</p>	

byelaws be undertaken.

Cllr Chewe Munkonge, Deputy Leader and Cabinet Member for Leisure and Parks, will present the report and the recommendations.

**Recommendations:** that Council resolves to:

1. **Approve** that the existing byelaws for parks and open spaces are updated with new byelaws as set out in the draft set of new byelaws.
2. **Approve** that Officers undertake a consultation with such persons as the Council considers may be affected by the proposed byelaws when carrying out the regulatory assessment.
3. **Notes** that a further report will be presented to Members with results of the public consultation and whether the Council should submit its application to the Secretary of State for approval.
4. **Notes** that upon the Secretary of State granting leave for the Council to make the proposed byelaws there will be a further period of consultation of not less than 28 days.

## QUESTIONS

### 13 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:

#### 13a Minutes of the Cabinet meeting held on 18 October 2023

107 -  
114

#### 13b Draft Minutes of the Cabinet meeting held on 15 November 2023

115 -  
120

### 14 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 15 November 2023.

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

## PART 2 - PUBLIC INVOLVEMENT AND SCRUTINY

### 15 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 21 November 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.*

### 16 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 22 November 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.

#### 16a Outside organisation report: Oxford Safer Communities Partnership

121 -  
128

Councillor Mark Lygo, Cabinet Member for Safer Communities, has submitted a report which provides a summary of Oxford Safer Communities Partnership's (OSCP) achievements in 2022-23.

**Recommendation:** that Council resolves to note the report.

## PART 3 - MOTIONS REPRESENTING THE CITY

## 17 Motions on notice 27 November 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 15 September 2023 are listed below.

Cross party motions are taken first. Motions will then be taken in turn from the *Green Group, Oxford Social Independents, Independent Group, Labour Group, Liberal Democrat 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 24 November 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) Rent Controls (proposed by Cllr Lucy Pegg, seconded by Cllr Chris Jarvis)
- b) Motion to call for a ceasefire in Gaza (proposed by Cllr Paula Dunne, seconded by Cllr Jabu Nala-Hartley)
- c) Back Oxford communities, Oxfam, and Oxford based medical workers, demanding immediate Gaza ceasefire (proposed by Cllr Shaista Aziz, seconded by Cllr Amar Latif).
- d) Peace in Israel and Palestine (proposed by Cllr Susan Brown, seconded by Cllr Ed Turner)
- e) Housing Management System problems and resultant accounts issues at Oxford City Council and ODS (proposed by Cllr Christopher Snowton, seconded by Cllr Laurence Fouweather)
- f) A Ban on Disposable Vapes (proposed by Cllr Lucy Pegg, seconded by Cllr Rosie Rawle)
- g) School Streets Initiative (proposed by Cllr Katherine Miles, seconded by Cllr Andrew Gant)

### 17a Rent Controls (proposed by Cllr Lucy Pegg, seconded by Cllr Chris Jarvis)

Green Member Motion

**This council notes:**



1. According to the 2021 census, almost a third of all households in Oxford are private renters (32.2 per cent).<sup>1</sup> This has increased from 28.3 per cent at the point of the 2011 census, and is substantially higher than the national average of 20.3 per cent.<sup>2</sup>
2. In the year to September 2023, tenants in the South East of England experienced rent increases of more than 5 per cent on average.<sup>3</sup>
3. Studies have shown that Oxford is one of the most expensive cities in the UK to live in<sup>4</sup>, with housing costs being the single biggest contributor to this.<sup>5</sup>
4. A growing number of local authorities and leaders are calling for powers to introduce rent controls in the private rented sector, including Mayor of London Sadiq Khan<sup>6</sup> and Bristol City Council.<sup>7</sup>
5. The Scottish Government has introduced temporary rent controls, which will be in place until 2024.<sup>8</sup> Following this, the Scottish Government has stated it intends to introduce a new housing bill that would implement long-term rent controls.<sup>9</sup>

**This council believes:**

1. Oxford's spiralling housing costs are central to the cost of living crisis in our city, with private renters being among the hardest hit. Without making renting more affordable, thousands of residents in the city will continue to face staggering costs, be plunged further into economic hardship and be priced out.
2. Rent controls are far from a panacea - they will not fix the housing crisis alone or overnight. However, they are a necessary tool to transition to a housing system which puts people before profit.

**This council resolves:**

1. To request the Cabinet Member for Housing and the Leader

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<https://www.ons.gov.uk/peoplepopulationandcommunity/housing/bulletins/housingenglandandwales/census2021>

<sup>2</sup> <https://www.oxfordmail.co.uk/news/23235132.census-shows-people-renting-privately-oxford/>

<sup>3</sup>

<https://www.ons.gov.uk/economy/inflationandpriceindices/bulletins/indexofprivatehousingrentalprices/september2023#measuring-the-data>

<sup>4</sup> <https://www.oxfordmail.co.uk/news/23476851.unaffordable-places-live-uk--oxford-ranked-8th/>

<sup>5</sup> [https://www.oxford.gov.uk/info/20126/housing/458/housing\\_in\\_oxford](https://www.oxford.gov.uk/info/20126/housing/458/housing_in_oxford)

<sup>6</sup> <https://www.london.gov.uk/mayors-longstanding-call-rent-controls-more-urgent-ever-private-rents-london-forecast-surpass-ps2700>

<sup>7</sup> <https://westenglandbylines.co.uk/features/brokenbritain/rent-control-motion-passes-the-bristol-city-council/>

<sup>8</sup> <https://www.gov.scot/news/scottish-parliament-approves-final-extension-of-tenant-protections/>

<sup>9</sup> <https://www.thenational.scot/news/23769220.scottish-government-confirms-plans-rent-controls/>

of the Council publicly campaign for local authorities - including Oxford City Council - to be given powers to introduce rent controls.

2. To request the Cabinet Member for Housing and the Leader of the Council to write to the Secretary of State for Levelling Up, Housing and Communities of the United Kingdom informing them of the council's position and request the government allow local authorities to introduce controls on private sector rents.

## **17b Motion to call for a ceasefire in Gaza (proposed by Cllr Paula Dunne, seconded by Cllr Jabu Nala-Hartley)**

### Oxford Socialist Independents Group Motion

This Council notes that:

- In response to the Hamas-led attacks on 7th October, the Israeli army has dropped 6,000 bombs on Gaza<sup>10</sup> – one of the most densely populated places in the world and home to 2.2 million Palestinians<sup>11</sup> (of whom almost half are children).<sup>12</sup>
- The scale of this assault in Gaza has been compared to the Nakba ('Catastrophe') of 1948 in which more than 750,000 People were forcibly displaced, dispossessed and expelled from their homes.<sup>13</sup>
- As of 10 November 2023, over 1 million Palestinians have been displaced, 11,078 killed (4,506 of whom were children) and 27,490 injured.<sup>14</sup>
- Collective punishment<sup>15</sup> is against international law under the Geneva Conventions.<sup>16</sup>
- The Israeli government have cut off water, food, and electricity to Gaza which is a war crime under International Humanitarian Law.<sup>17</sup>
- There has been a 16 year illegal siege of Gaza<sup>18</sup>, an occupation including in our twin city of Ramallah with the deadliest year for Palestinians even before October 7th, and a system of apartheid as documented by Human Rights

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<sup>10</sup> [Israel says 6,000 bombs dropped on Gaza... | Al Jazeera](#)

<sup>11</sup> [Appeal for the Occupied Palestinian Territory... | OCHA](#)

<sup>12</sup> [WHO pleads for immediate reversal of Gaza evacuation order... | WHO](#)

<sup>13</sup> [Thousands of Palestinians forced to flee northern Gaza in what critics call 'new Nakba' | The Independent](#)

<sup>14</sup> [Hostilities in the Gaza Strip and Israel... | OCHA](#)

<sup>15</sup> [UN experts say Israel's strikes on Gaza amount to 'collective punishment' | REUTERS](#)

<sup>16</sup> [The Practical Guide to Humanitarian Law | Doctors Without Borders](#)

<sup>17</sup> [The Siege of Gaza and the Starvation War Crime | Just Security](#)

<sup>18</sup> [Damning evidence of war crimes as Israeli attacks wipe out entire families in Gaza | Amnesty International](#)

Watch, Amnesty International, and B'tselem.<sup>19</sup>

This Council believes that:

- What is happening in Gaza is a humanitarian catastrophe with horrific escalations of violence.
- Loss of all civilian lives and atrocities committed against civilians in both the Hamas attacks and the ensuing bombardment of the Gaza strip by Israel are horrific and must be condemned.
- Polls show those surveyed overwhelmingly support a humanitarian ceasefire<sup>20</sup>, which has been called for by the U.N. High Commissioner for Human Rights, UNICEF, Save the Children, the head of the WHO, as well as Oxford's own Oxfam.
- Hundreds of Oxford residents have joined protests, written to MPs, or contacted their councillors backing these calls.<sup>21</sup>

This Council agrees to:

- Request that the Council Leader write to
  - a) the foreign secretary and ask them to:
    - call for an immediate ceasefire,
    - open humanitarian corridors into Gaza (to allow aid, not displace people),
    - provide an opportunity to seek the immediate release of all hostages and all Palestinians held in arbitrary military detention,
    - call for an arms embargo to be enacted by all involved in the conflict.
  - b) local MPs to request that they too write to the foreign secretary as above.
- Confirm its position that all forms of racism and all hate crimes, including against Jewish or Muslim people, has no place in Oxford.

**17c Back Oxford communities, Oxfam, and Oxford based medical workers, demanding immediate Gaza ceasefire (proposed by**

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<sup>19</sup> [Israel's Apartheid against Palestinians... | Amnesty International](#)

<sup>20</sup> [Israel-Palestine war: UK poll finds 76 percent want an immediate ceasefire | Middle East Eye](#)

<sup>21</sup> [Oxford city centre sees hundreds of Palestine protesters | Oxford Mail](#)

## **Cllr Shaista Aziz, seconded by Cllr Amar Latif)**

### Independent Group Motion

This council notes the UN describes Gaza as a “graveyard for children”<sup>22</sup>, with almost 5,000 Palestinian children killed amongst more than 11,000 Palestinians in Israel’s military onslaught on Gaza, including refugee camps, hospitals, medical centres, ambulances, Universities, and neighbourhoods bombed.

Save the Children say more children have been killed in Gaza than the entire number killed in global conflicts since 2019.<sup>23</sup>

Journalists, doctors, surgeons, nurses, paramedics and aid workers have been killed The Committee to Protect Journalists say 39 Palestinian journalists have been killed since November 8th, the highest number of journalists killed in conflict since 1992.<sup>24</sup>

The UN says Palestinians in Gaza are surviving on two pieces of bread a day, water is rationed and people including pregnant women are drinking contaminated sea water.<sup>25</sup>

And yet Oxford City Council leader and Oxford East MP refuse to call for a ceasefire, in contrast to Liberal Democrat MP for Oxford and Abingdon West, Layla Moran and our Lord Mayor. Oxford’s four main mosques issued a statement calling for the leader of this council and Oxford East MP, to do so, and despite ten Labour councillors resigning over Labour leader Keir Starmer’s dehumanising rhetoric on LBC Radio seemingly endorsing collective punishment of Palestinians.<sup>26</sup>

Polls show 70% of the British public surveyed want a ceasefire, like us they condemn Hamas for their atrocities in Israel and want hostages returned unharmed immediately.<sup>27</sup>

Oxfam, based in Cowley, is calling for a ceasefire.<sup>28</sup>

Oxford based surgeon Nick Maynard leads a teaching initiative in Gaza and says medics are “trying to treat patients despite knowing they may die as a result of hospitals being bombed and surrounded

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<sup>22</sup> [Gaza becoming ‘a graveyard for children’, says UN secretary general | Gaza | The Guardian](#)

<sup>23</sup> [Statement on children's deaths in Gaza | Save the Children](#)

<sup>24</sup> [Israel-Hamas war is 'deadliest conflict for journalists' since at least 1992, CPJ says - ABC News \(go.com\)](#)

<sup>25</sup> [The average Palestinian in Gaza is living on 2 pieces of bread a day, UN official says | AP News](#)

<sup>26</sup> [Sir Keir Starmer tries to clarify comments on Gaza-Israel siege after LBC interview... - LBC](#)

<sup>27</sup> [From what you've read and heard, do you think there should or should not be an immediate ceasefire in Israel and Palestine? | Daily Question \(yougov.co.uk\)](#)

<sup>28</sup> [Why a humanitarian pause or humanitarian corridors in Gaza are not the answer | Oxfam GB](#)

by Israeli soldiers.”<sup>29</sup>

According to Gaza Medic Voices, more than 200 healthcare workers have been killed.<sup>30</sup>

*This Council agrees that*

- 1. The government, the Labour Party and local MPs should be calling for an immediate ceasefire;*
- 2. It stands in solidarity with Layla Moran MP and her family in Gaza;*
- 3. That it has concerns about the Israeli army and settler violence and intimidation of Palestinians in Ramallah, twinned with Oxford*
- 4. That the Council stands in solidarity with Ramallah*
- 5. That the Council should seek to use its position and work with all faiths and relevant partners to seek to tackle antisemitism and Islamophobia.*

*As such the Council request that the Leader:*

- 1. Write to Rishi Sunak and Keir Starmer and Annelise Dodds, demanding they call for an immediate ceasefire.*
- 2. Write to Layla Moran, MP, to express the Council’s solidarity with and her family in Gaza*
- 3. Write to the Foreign Secretary to raise concerns about Israeli army and settler violence and intimidation of Palestinians in Ramallah, twinned with Oxford.*
- 4. Invite the mayor of Ramallah to provide an address to full council meeting (via video link) to discuss the crisis in the West Bank, so we can express in person that the Council is in solidarity with Ramallah*
- 5. Seek to convene an urgent meeting of religious leaders including Jewish and Muslim leaders and community safety stakeholders to discuss how to tackle antisemitism and Islamophobia.*

**17d Peace in Israel and Palestine (proposed by Cllr Susan Brown, seconded by Cllr Ed Turner)**

Labour Group Motion

The terrible loss of life in Israel and Gaza has shocked and appalled us all. We need peace.

The council condemns the terrorist attacks by Hamas on the people

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<sup>29</sup> [UK hospital workers protest outside No 10 against deaths of medics in Gaza | Israel-Hamas war | The Guardian](#)

<sup>30</sup> [In Gaza, doctors are among the many dead. Here are some of their stories : NPR](#)

of Israel in the strongest possible terms. We call on Hamas to immediately release all hostages unharmed. We recognise Israel's right to take targeted action under international law to defend itself and rescue hostages.

We also recognise the terrible suffering of the people of Gaza - injured, displaced and killed. Women and children are being disproportionately harmed by the collapse of healthcare and other infrastructure in Gaza. This humanitarian crisis must be urgently addressed by the international community. The council echoes the calls of the UN Secretary General, the IRC and ICRC for an immediate humanitarian ceasefire by all parties in the conflict as well as the release of all hostages.

This council therefore calls on the Leader to write to the Prime Minister and the Foreign Secretary to work towards an immediate cessation of hostilities, a release of hostages and to work towards a long-term peaceful two-state solution for all communities.

This council recognises that all Oxford's diverse faith and ethnic communities are continuing to work together to challenge hatred, racism, Anti Semitism and Islamophobia whenever it occurs and thanks them for continuing to promote cohesion and peace.

This council believes that our city is overwhelmingly a compassionate, welcoming diverse place to live, and we want everyone to feel safe and at home here.

**17e Housing Management System problems and resultant accounts issues at Oxford City Council and ODS (proposed by Cllr Christopher Smowton, seconded by Cllr Laurence Fouweather)**

Liberal Democrat Group Motion

Council notes that the report by external consultants into the tendering process, procurement and implementation of a new Housing Management System revealed serious shortcomings in this council's working practices and decision-making.

Council notes that as a result of these failures the budget for the project has had to be doubled to over £3 million.

Council also notes that this project still has not delivered the benefits promised and that it does not yet provide all the facilities needed by Council departments.

Council notes with concern that, as a result of these failures, Oxford Direct Services (ODS) was unable to submit its accounts for the financial year 2021/22 to Companies House as they were not yet certified by the ODS auditors. The accounts were finally lodged on 14<sup>th</sup> August 2023 when they were due on 31<sup>st</sup> December 2022. Because of this ODS was fined every month for non-compliance. This non-compliance also harmed ODS's ability to tender for

additional business.

Council notes that this also prevented 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. Therefore, there is a strong public interest in disclosure.

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 all the benefits promised when the system was acquired are realised.
- 3) Confirm that the deadline (October 2023) for reporting the certified Council accounts to Central Government has been met.
- 4) Confirm that action has been taken to ensure that the Cabinet has the necessary skills to make decisions on major IT system acquisition and implementation.

**17f A Ban on Disposable Vapes (proposed by Cllr Lucy Pegg, seconded by Cllr Rosie Rawle)**

Green Group 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<sup>31</sup>
- 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

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<sup>31</sup> <https://www.theguardian.com/society/2023/sep/08/call-for-uk-ban-on-single-use-vapes-as-more-than-5m-discarded-each-week>



contain enough lithium to create 5,000 batteries for electric cars<sup>32</sup>

- 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.<sup>33</sup>
- Lithium ion batteries, like those used in vapes, caused 700 fires at waste sites in 2022 due to not being properly disposed of.<sup>34</sup>
- 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.<sup>35</sup>
- 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<sup>36</sup>
- Whilst vaping can help smokers to quit, reusable vapes serve this same purpose.

This council resolves:

- Request 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, as part of the package of measures to be introduced in the Tobacco and Vapes Bill
- That the Leader requests that Officers discuss with Oxford Direct Services the provision of additional facilities for recycling disposable vapes and publicise the existing e-waste recycling services, which accepts vapes.
- Request 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.

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<sup>32</sup> Ibid

<sup>33</sup> <https://ash.org.uk/uploads/Use-of-vapes-among-young-people-GB-2023.pdf?v=1690455394>

<sup>34</sup> <https://www.materialfocus.org.uk/press-releases/over-700-fires-in-bin-lorries-and-recycling-centres-are-caused-by-batteries-many-of-which-are-hidden-inside-electricals/>

<sup>35</sup> <https://green-alliance.org.uk/wp-content/uploads/2022/11/Letter-to-ministers-on-disposable-vapes.pdf>

<sup>36</sup> <https://www.bbc.co.uk/news/uk-scotland-66718599>



**17g School Streets Initiative (proposed by Cllr Katherine Miles, seconded by Cllr Andrew Gant)**

Liberal Democrat Group Motion

1. Council notes that School Streets deliver a range of benefits, including:
  - Reducing car congestion around the school gate at the beginning and end of day, producing a safer and more welcoming environment for pupils, parents and staff.
  - Reduces overall traffic by encouraging parents not to drive and by preventing large numbers of cars trying to access restricted places at the same time.
  - Delivers opportunities for better physical and mental health, cognitive function, academic performance, resilience, independence, social and leisure activities and many other benefits to children as they grow through taking control of their own lives and accessing healthy and sustainable transport choices.
2. Council also notes that a key element of a School Street is the 'White List' of exempt vehicles maintained by the school(s) in partnership with the County Council, so that any journey which does need to be made to school by car is made easier.
3. Council also notes that:
  - Car traffic in Oxford has continued to increase and is now at crisis levels.
  - Many have observed that congestion increases during school term, and in particular during term for schools in urban Oxford whose pupils travel from both within the city and beyond.
  - Reducing congestion is an urgent priority and requirement for all, in particular buses, including school buses.
4. Council therefore requests that the Leader of the City Council write to the Leader of the County Council and Corporate Director for Environment and Place and urges the County Council, with the full and unequivocal support of this Council, to:
  - Develop proposals for a School Street in Cowley Place;
  - Continue to develop proposals for a School Street in Charlbury Road and the three access points via Belbroughton Road, Linton Road and Bardwell Road;
  - Bring forward proposals for any similar locations considered appropriate.

In all cases working with schools and with the explicit intention of implementation as soon as possible.

**18 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.