

Agenda

Council

www.oxford.gov.uk



Summons

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

Date: **Monday 18 March 2024**

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](#)

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

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

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

For further information please contact:

Jonathan Malton, Committee and Member Services Manager,

☎ 01865 529117

✉ democraticservices@oxford.gov.uk

View or subscribe to updates for agendas, reports and minutes at mycouncil.oxford.gov.uk.

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

Membership of Council

Councillors: Membership 48: Quorum 12.

Lord Mayor Councillor 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 Alex Hollingsworth	Councillor Roz Smith
	Councillor Rae Humberstone	Councillor Dr Christopher Smowton
	Councillor Jemima Hunt	Councillor Imogen Thomas
	Councillor Chris Jarvis	Councillor Ed Turner
	Councillor Emily Kerr	Councillor Louise Upton
	Councillor Tom Landell Mills	Councillor Naomi Waite
	Councillor Dr Amar Latif	Councillor Diko Walcott

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	19 - 38
Minutes of the ordinary meeting of Council held on 29 January 2024 and Budget Council held on 21 February 2024. Council is asked to approve the minutes as a correct record.	
4 Announcements	
Announcements by: <ol style="list-style-type: none">1. The Lord Mayor2. The Sheriff3. 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	
5 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 12 March 2024. 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 Appropriation of land at Railway Lane.

39 - 44

The Executive Director (Development) has submitted a report to Cabinet on 13 March 2024 which seeks approval to appropriate a parcel of land (change the statutory basis on which it is held by the Council from one function to another) at Railway Lane from the General Fund to the Housing Revenue Account in order that the land can be used for the development of new council housing, and to update Cabinet on certain aspects of the development.

The Cabinet minutes are available at Item 9b.

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

Recommendation: Cabinet recommends that Council resolves to:

1. **Agree** the appropriation of the land owned by Oxford City Council that forms part of the development site for housing at Railway Lane from the General Fund (GF) into the Housing Revenue Account (HRA) at the established red book valuation figure.

COMMITTEE RECOMMENDATIONS

7 Licensed Vehicles Emission Standards Amendment

45 - 52

The Executive Director (Communities and People) has submitted a report which sets out the decision of the General Purposes Licensing Committee to delay the introduction of new emission standards for Hackney Carriage Vehicles licensed by this Authority by one year.

Councillor Ed Mundy, Chair of the General Purposes Licensing Committee will present the Committee's report and present the recommendations.

Recommendation: The General Purposes Licensing Committee recommend that Council resolves to:

1. **Agree** on a delay to the introduction of new emission standards to Hackney Carriage Vehicles licenced by this Authority by **one year**, as agreed by the General Purposes Licensing Committee.

OFFICER REPORTS

8 Pay Policy Statement 2024

53 - 66

The Head of Business Improvement has submitted a report requesting that Council approve the Annual Pay Policy Statement.

Councillor Nigel Chapman, Cabinet Member for Citizen Focussed Services and Council Companies will present the report and recommendation.

Recommendation: That Council resolves to:

1. Approve the Annual Pay Policy Statement 2024/25 and the new 2 year pay agreement in Appendix 1.

QUESTIONS

9 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:

9a Minutes of the Cabinet meeting held on 7 February 2024

67 - 72

9b Draft Minutes of the Cabinet meeting held on 13 March 2024

To follow with the briefing paper.

10 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 6 March 2024.

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

PART 2 - PUBLIC INVOLVEMENT AND SCRUTINY

11 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 12 March 2024.

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 time limit.

12 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 13 March 2024 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.

12a Scrutiny Committee update report

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.

73 - 78

PART 3 - MOTIONS REPRESENTING THE CITY

13 Motions on notice 18 Marc 2024

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 6 March 2024 are listed below.

Cross party motions are taken first. Motions will then be taken in turn

from the *Independent Group, Labour Group, Liberal Democrat Group, Green Group, Oxford Socialist Independents 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 15 March 2024 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) Cancel divisive non-evidence-based transport policies including traffic filters and strengthen citizens trust in democracy (proposed by Cllr Ajaz Rehman, seconded by Cllr Shaista Aziz)
- b) Uniting to Tackle Oxford's Housing Crisis (proposed by Cllr Linda Smith, seconded by Cllr Nigel Chapman)
- c) In Support of Green Investment (proposed by Cllr Chris Smowton, seconded by Cllr Katherine Miles)
- d) Weight and emissions based parking charges (proposed by Cllr Emily Kerr, seconded by Cllr Lois Muddiman)
- e) The Cost-of-living crisis and local government funding (proposed by Cllr Ed Turner, seconded by Cllr Nigel Chapman)

13a Cancel divisive non-evidence-based transport policies including traffic filters and strengthen citizens trust in democracy (proposed by Cllr Ajaz Rehman, seconded by Cllr Shaista Aziz)

This council calls on the leader to write to Oxfordshire County Council and the transport minister to remove Low Traffic Neighbourhoods (LTNs) and cancel planned traffic filters.

LTNs have been introduced as part of schemes to reduce congestion and encourage active travel. They have failed to meet their stated objectives.

Congestion has increased and cycling remains a hazardous mode of transport.¹

Pollution has reduced in the streets where LTNs have been introduced, however the opposite has occurred on roads that are now heavily congested.²

The intention of congestion free bus travel has failed to materialise and Oxford's bus companies have expressed their disappointment at East Oxford LTNs being approved.³

¹ [Oxfordshire County Council will add traffic lights to 'dangerous' roundabout - BBC News](#)

² [Oxford air pollution falls by 8% in 2022, council report says - BBC News](#)

³ <https://www.oxfordmail.co.uk/news/23852089.oxford-bus-companies-disappointed-ltn-recommendation/>

Divisive transport policies are pitting people and communities against each other on class, social economic and racial lines in a way similar to the Tory Poll Tax, which was eventually scrapped. The most vulnerable in society have also been ignored with no amendments for the elderly⁴ or residents with disabilities.⁵

As democratically elected representatives it is our duty to find answers and develop and support policies that work and are fair. Imposing unpopular and seemingly failing strategies will not achieve behavioural change in encouraging active travel.

Residential neighbourhoods such as Littlemore have been left feeling isolated and cut off.⁶

80% of businesses and 60% of consultation respondents oppose the introduction of East Oxford LTNs.⁷

Independent businesses are part of the life blood of what makes East Oxford the vibrant, diverse place it is.

Cowley Road business owners have been vocally opposed to the LTNs.⁸

To reverse years of neglect of Oxford's transport infrastructure requires real investment from central government. In the meantime, this council agrees to propose to the County Council that they:

- Prioritise bringing in School Streets for all Private schools in the city.
- Ensure NHS staff and school teachers are excluded from any work place levy across the city.
- Lobby central government for major investment in infrastructure with safe clear segregated routes for pedestrians and cyclists and roads for motor vehicles.
- Scrap plans for divisive traffic filters - which are not evidence based.

13b Uniting to Tackle Oxford's Housing Crisis (proposed by Cllr Linda Smith, seconded by Cllr Nigel Chapman)

This Council notes with alarm the growing number of local households facing homelessness in Oxford and the increased pressure this has placed on our homelessness prevention services and on access to temporary accommodation.

⁴ [East Oxford residents who are pro- LTN share early doubts about LTN trial | Oxford Mail](#)

⁵ [Oxford LTNs: Council leaves 'most vulnerable' behind | thisisoxfordshire](#)

⁶ <https://www.ipetitions.com/petition/end-traffic-barriers-in-littlemore-and-cowley>

⁷ [aebhdfh \(oxfordshire.gov.uk\)](https://www.aebhdfh.oxfordshire.gov.uk)

⁸ [Oxford Cowley Road traders produce shock business survey on LTNs | Oxford Mail](#)

This Council had brought down the number of people in temporary accommodation to around 100 households. But over the past year, this number has increased to approximately 220 households, and the figure is projected to reach 315 by July.

The rapid rise means that the 120 units of temporary accommodation owned by the council are no longer sufficient and we need to increasingly rely on hotel rooms to meet our statutory duties. This is a miserable and difficult situation for the families being placed in hotels and it has a huge unbudgeted financial cost for this council which is being left to pick up the bill.

This Council has moved swiftly to mitigate the situation by buying and leasing more temporary accommodation, block-booking hotels, hiring new staff to prevent homelessness and using more of our council owned homes for temporary accommodation.

These efforts have saved Oxford taxpayers about £2m, but this Council is still projecting a hole in the budget of as much as £3m every year – equivalent to 12.5% of the Council's annual net budget.

This Council is also finding it increasingly difficult to help people in temporary accommodation and our non-statutory homeless services to find affordable long-term homes.

This Council is working hard on behalf of the people of Oxford to deliver the affordable high-quality homes our city needs. We have retained our 7,900 council homes and we set up OX Place, our wholly owned housing company, to build 2,000 new homes over the next decade. Working in partnership with housing associations, we have a four-year programme to deliver 1600 affordable homes, including over 850 for social rent.

We also fund over 400 beds in supported accommodation for adults not entitled to statutory support.

We call upon:

- Council, regardless of the political groups, to unite behind our Labour Cabinet led housing programme. With limited land available for development in the city, we need to ensure sites identified for housing development in the Oxford Local Plan are used for that purpose. It is not responsible to debate alternative uses or play politics by appealing to narrow sectional interests and NIMBYism.
- The Leader of the Council to write to our neighbouring district councils to request, on behalf of this Council, that they unite with us, honour their duty to co-operate, and deliver the over 100 homes per year until 2040 which Oxford needs but cannot accommodate within our tight city boundaries.
- The Council to support the Leader of the Council's request for a meeting with Michael Gove, SoS for DLUHC, to discuss the spiralling costs of providing temporary accommodation. The

extra £240,000 so far allocated is inadequate and the Tory Government needs to properly reimburse this council for the costs involved in picking up the pieces of their failures on housing and the economy.

13c In Support of Green Investment (proposed by Cllr Chris Smowton, seconded by Cllr Katherine Miles)

Council notes that:

- A report by the Office for National Statistics in 2022 noted that over 40% of dwellings in Oxford had wall insulation rated Poor or Very Poor. [1]
- Analysis by the Institute for Public Policy Research found that the government is falling short if its home retrofit investment target, that billions of pounds a year are required to fully realise the benefits, and that households could save hundreds of pounds a year on their energy bills if those benefits are realised.[2]
- National Grid's plan for energy decarbonisation over the next ten years indicates a need for a radical increase in investment in grid infrastructure, grid-attached storage, and enabling works for green generation. [3]
- The government's own road map for heat pump rollout suggests a need for billions of pounds more in investment. [4]
- Not only is the government failing to meet its investment in green infrastructure as noted above, but the Leader of the Opposition has slashed plans for major green investment. [5]

Council resolves:

- That the Leader should write to both the Prime Minister and the Leader of the Opposition expressing this council's support for a truly transformative green investment programme that will put the country on the path to net zero, place the UK as a world leader in green technology, and support hundreds of thousands of green jobs.
- That the Leader should further write to Oxford's MPs requesting that they in turn pressure both government and opposition to deliver large-scale green investment.

[1]

<https://www.ons.gov.uk/peoplepopulationandcommunity/housing/articles/insulationandenergyefficiencyofhousinginenglandandwales/2022>

[2] <https://www.ippr.org/media-office/uk-is-falling-billions-short-of-investment-needed-in-current-parliament-for-energy-efficiency-and-clean-heat>

[3] <https://www.nationalgrid.com/document/149496/download>

[4]
<https://assets.publishing.service.gov.uk/media/649d690406179b000c3f751c/heat-pumps-investment-roadmap.pdf>

[5] <https://www.energyvoice.com/renewables-energy-transition/547408/starmer-to-announce-scaling-back-of-28-billion-a-year-green-pledge/>

13d Weight and emissions based parking charges (proposed by Cllr Emily Kerr, seconded by Cllr Lois Muddiman)

Council notes:

1. Larger cars cause more damage to our roads, are more likely to seriously injure or kill pedestrians, and take up more valuable public space. They're outgrowing the design of our cities, especially small medieval cities like Oxford.
2. Cars have been growing at an astonishing 0.5cm per year since 2000.⁹ The growth in size is very pronounced among luxury SUVs. For example, The Land Rover Defender grew by 20.6cm in just 6 years.¹⁰
3. Large SUVs are now around 2m wide, or 220cm with mirrors, compared to a minimum parking width of just 180cm. In typical off street parking spaces (240cm), large SUVs often leave too little space for occupants to get in and out of vehicles. Data published last month shows half of new cars are too wide for parking spaces.¹¹
4. Wider cars reduce the road space available to pedestrians, scooters, and cyclists: and creates more danger for all of them. As Transport & Environment has said: "Cars have been getting wider for decades and that trend is likely to continue until we set a stricter limit. Currently the law allows new cars to be as wide as trucks. The result has been big SUVs and American style pick-up trucks parking on our footpaths and endangering pedestrians, cyclists and everyone else on the road."¹²
5. Owners of larger and higher emitting vehicles cost the public purse more than owners of smaller and greener vehicles due to the higher number of fatalities and serious illnesses caused by pollution and accidents and the greater amount of damage to roads.¹³¹⁴

⁹ <https://www.theguardian.com/business/2024/jan/22/cars-growing-wider-europe-report>

¹⁰ <https://airqualitynews.com/cars-freight-transport/suvs-leading-the-way-as-cars-found-to-be-getting-1cm-wider-every-two-years/>

¹¹ <https://airqualitynews.com/cars-freight-transport/suvs-leading-the-way-as-cars-found-to-be-getting-1cm-wider-every-two-years/>

¹² <https://airqualitynews.com/cars-freight-transport/suvs-leading-the-way-as-cars-found-to-be-getting-1cm-wider-every-two-years/>

¹³ <https://www.npr.org/2023/11/14/1212737005/cars-trucks-pedestrian-deaths-increase-crash-data>

6. Cities across the world are taking a stand:
 - a. Paris has recently tripled charges for SUVs parking inside the city¹⁵
 - b. Bath now charges higher-emitting vehicles more, having first considered it under the Tories in 2018.¹⁶
 - c. Lyon charges heavier vehicles more.¹⁷
 - d. London boroughs have long had emissions based parking fees, including Greenwich, Lewisham, Merton, Newham, Croydon, Lambeth, City of London. Westminster under the Tories launched a diesel parking surcharge in 2017.¹⁸

Council believes:

1. It would be relatively simple to introduce increased parking charges for higher emitting and/or heavier vehicles, as the DVLA holds all this information on every car based on number-plate. Enforcement of car parks could be managed using cameras.
2. While Oxfordshire County Council and Oxford City Council work together to manage car parks, and residents parking is managed exclusively by County, a joint project between City and County to come up with a fairer and more equitable charging system that more accurately reflects the greater cost to the public purse generated by larger, higher emitting vehicles would be beneficial.

Council resolves:

- To request the Cabinet Member for Planning and Healthier Communities and the Cabinet Member for Zero Carbon Oxford and Climate Justice work closely with the County to design a more equitable system of parking charges.
- To request that these Cabinet Members report back to this Council within 6 months on any proposals they have developed with County colleagues.

13e The Cost-of-living crisis and local government funding (proposed by Cllr Ed Turner, seconded by Cllr Nigel Chapman)

This Council believes that the English local government finance settlement proposed by the Tories for 24/25 is thoroughly

¹⁴ <https://edition.cnn.com/2023/03/01/world/suv-cars-emissions-iea-climate-intl/>

¹⁵ <https://news.sky.com/story/paris-votes-to-triple-parking-charges-for-some-suvs-13064477>

¹⁶ <https://beta.bathnes.gov.uk/emission-based-car-parking-charges>

¹⁷ <https://www.connexionfrance.com/article/French-news/French-first-as-city-brings-in-parking-charges-linked-to-car-s-weight>

¹⁸ <https://cities-today.com/more-uk-councils-adopt-emissions-based-parking-charges/>

inadequate and penalises our poorest citizens the most, who are least well equipped to face the continuing cost-of-living crisis.

Government pronouncements about increased funding are “smoke and mirrors” and do not reflect the reality that costs are rising faster than any increases in funding, and that increases in “core spending power” largely come from local residents, not government funding.

Council is very concerned that a one-year increase in local housing allowances (after years of freeze) will be eroded by the Government’s failure to increase the benefits cap and temporary accommodation housing benefit, thus offering support with one hand and then denying it with the other. That failure will be exacerbated by reintroducing the housing allowance freeze again in April 25. This will once again increase homelessness in areas like Oxford.

In addition, this Council is angry that the Conservative Government has abolished funding for the Household support grant from May 24 – denying poorer people a welcome source of cash support for household and fuel bills, and vital heating repairs. This comes in addition to the end of centrally provided fuel bill support for many who had been in receipt of it.

Overall, English local government faces a huge funding crisis and cannot close the gap without cutting front line services, especially those aimed at its poorest citizens. This is evidenced by the high-profile and very severe cuts forced upon councils in Birmingham and Nottingham.

More widely, Council believes households are feeling huge pressure because of substantial increases in taxes as well as, for many, higher mortgage costs and rents due to the chaos caused by Liz Truss’ mini-budget, and a sharp focus on the cost of living is urgently needed.

This Council calls upon the Leader of the Council to write to the Secretary of State for Communities and Local Government demanding:

1. A sustainable long term funding settlement for councils like Oxford, facing a funding squeeze due to inflation and the rising costs of homelessness.
2. A commitment to increasing local housing allowances annually in line with local housing costs and scrapping the benefits cap.
3. The re-instatement of funding for the Household Support Grant which provides a flexible and rapid response to people with urgent needs.
4. Support for councils like Oxford which retains a Council Tax reduction scheme for people struggling to pay these costs, and encouragement that other councils should instigate such schemes.

It also asks the Leader of the Council to contact our two local MPs, for Oxford East and Oxford West and Abingdon respectively, and ask them to write with the same demands to the Secretary of State for Communities and Local Government.

14 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)

14a Exempt Appendix - Appropriation of land at Railway Lane

79 - 80

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.