

Minutes of a meeting of Council on Wednesday 17 May 2023

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Council members present:

Councillor Fry (Lord Mayor)	Councillor Lygo (Deputy Lord Mayor)
Councillor Rowley (Sheriff)	Councillor Altaf-Khan
Councillor Arshad	Councillor Aziz
Councillor Brown	Councillor Chapman
Councillor Coyne	Councillor Diggins
Councillor Douglas	Councillor Dunne
Councillor Fouweather	Councillor Hall
Councillor Hollingsworth	Councillor Hunt
Councillor Jarvis	Councillor Kerr
Councillor Latif	Councillor Malik
Councillor Miles	Councillor Morris
Councillor Muddiman	Councillor Mundy
Councillor Munkonge	Councillor Pegg
Councillor Pressel	Councillor Railton
Councillor Rawle	Councillor Rehman
Councillor Sandelson	Councillor Linda Smith
Councillor Roz Smith	Councillor Smowton
Councillor Thomas	Councillor Turner
Councillor Upton	Councillor Waite

Also present for all or part of the meeting:

Caroline Green, Chief Executive
Tom Hook, Executive Director (Corporate Resources)
Stephen Gabriel, Executive Director (Communities and People)
Nigel Kennedy, Head of Financial Services
Rhian Davies, Interim Head of Law and Governance
Jonathan Malton, Committee and Member Services Manager
Celeste Reyeslao, Committee and Member Services Officer

Apologies:

Councillor(s) Clarkson, Djafari-Marbini, Gant, Goddard, Hayes and Humberstone sent apologies.

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

1. Election of Lord Mayor for the Council year 2023/24

Cllr Aziz proposed, seconded by Cllr Railton, that Cllr Lubna Arshad be elected Lord Mayor to the start of the Annual Council meeting in May 2024.

There were no other nominations.

Council were resolved to elect Cllr Lubna Arshad as Lord Mayor of Oxford for the Council year 2023/24.

Cllr Diggins joined the meeting.

2. Appointment of Deputy Lord Mayor for the Council year 2023/24

Cllr Chapman proposed, seconded by Cllr Upton, that Cllr James Fry be appointed Deputy Lord Mayor to the start of the Annual Council meeting in May 2024.

There were no other nominations.

Council were resolved to appoint Cllr James Fry as Deputy Lord Mayor of Oxford for the Council year 2023/24.

3. Appointment of Sheriff for the Council year 2023/24

Cllr Hollingsworth proposed, seconded by Cllr Kerr, that Cllr Mark Lygo be appointed Sheriff to the start of the Annual Council meeting in May 2024.

There were no other nominations.

Council were resolved to appoint Cllr Mark Lygo as Sheriff of Oxford for the Council year 2023/24.

4. Declarations of interest

There were no declarations of interest.

5. Announcements

The Lord Mayor announced her chosen charities for the 2023-24 Civic Year were Asylum Welcome, Humanity First UK and Oxford Community Action.

There were no announcements from the Chief Executive.

6. Report of the Leader of the Council

The Leader of the Council congratulated the Lord Mayor on her new role.

She moved her report.

Appointments of Deputy Leader, Cabinet portfolio holders and other executive appointments were detailed in her report circulated to all Councillors and given below:

Deputy Leader and Cabinet appointments and responsibilities

Role	Member	Portfolio
Leader	Cllr Susan Brown	Inclusive Economy & Partnerships
Deputy Leader (statutory)	Cllr Ed Turner	Finance & Asset Management
Deputy Leader (non-statutory)	Cllr Chewe Munkonge	Leisure & Parks
Cabinet Member	Cllr Shaista Aziz	Safer Communities
Cabinet Member	Cllr Nigel Chapman	Citizen Focused Services & Council Companies
Cabinet Member	Cllr Jemima Hunt	Culture & Events
Cabinet Member	Cllr Anna Railton	Zero Carbon Oxford & Climate Justice
Cabinet Member	Cllr Ajaz Rehman	Inclusive Communities
Cabinet Member	Cllr Linda Smith	Housing
Cabinet Member	Cllr Louise Upton	Planning and Healthier Communities

Future Oxfordshire Partnership appointments

Body	Member <i>(Cabinet Member whose remit most closely fits the role of the group)</i>	Named substitute <i>(must be a member of Cabinet)</i>
Future Oxfordshire Partnership (Leader)	Cllr Susan Brown	Cllr Chewe Munkonge
Environment Advisory Group	Cllr Anna Railton	Cllr Louise Upton
Housing Advisory Group	Cllr Linda Smith	Cllr Nigel Chapman
Infrastructure Advisory Group	Cllr Linda Smith	Cllr Louise Upton
Planning Advisory Group <i>(subject to approval by the Future Oxfordshire Partnership at its meeting of 13 June 2023, including confirmation of final title)</i>	Cllr Louise Upton	Cllr Susan Brown

Shareholder and Joint Venture Group appointments

Body	Members <i>(3-10 Cabinet members which must include the Leader and / or a Deputy Leader)</i>
SJVG for ODS	Cllr Susan Brown Cllr Ed Turner Cllr Chewe Munkonge Cllr Shaista Aziz Cllr Nigel Chapman Cllr Anna Railton

	Cllr Ajaz Rehman Cllr Linda Smith
SJVG for OCHL & joint ventures	Cllr Susan Brown Cllr Ed Turner Cllr Chewe Munkonge Cllr Nigel Chapman Cllr Anna Railton Cllr Linda Smith

Cllr Altaf-Khan joined the meeting.

7. Appointments to Council Committees 2023/24

Council had before it a report from the Head of Law and Governance asking Council to appoint committees and the members serving on those for the Council year 2023-24 in accordance with the provisions of the Local Government and Housing Act 1989 (Section 15) and other relevant legislation.

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

Council were resolved to:

1. **Approve** the structure of the Council committees, as defined within the Council's Constitution and set out in Appendix A: Committee structure 2023/24;
2. **Approve** the methods, calculations and conventions used in determining political representation on committees as outlined in the report and shown in Appendix B: Political proportionalities on Council committees 2023-24;
3. **Appoint** to committee seats in accordance with the requirements of political proportionality and the nominations made by political groups, as shown in Appendix C: Committee nominations 2023-24;
4. **Agree** that all members of Council will form the pool of members able to observe on appeals and some grievances panels in accordance with the Council's policies;
5. **Appoint** three non-executive members to the Future Oxfordshire Partnership Scrutiny Panel (see Appendix C: Committee nominations 2023-24);
6. **Appoint** one non-executive member to the Joint Oxfordshire Health Oxford City Council, Town Hall, St Aldate's Oxford OX1 1BX Overview and Scrutiny Committee (see Appendix C: Committee nominations 2023-24).

Cllrs Thomas and Sandelson joined the meeting.

a) Local Authority Housing Fund

Council had before it a report from the Executive Director (Communities and People) which had been submitted to Cabinet on 19 April 2023 seeking project approval and delegations to enable the Council to proceed with entering into the national Local Authority Housing Fund, and make available the required budget provision.

Cllr L Smith, Cabinet Member for Housing introduced the report and proposed the recommendations, which was seconded by Cllr Brown.

In response to a question from Cllr Malik, Cllr L Smith advised that homes were allocated to five Ukrainian families and one larger Afghani family. She would write to Cllr Malik to confirm this information. She acknowledged Cllr Malik's point on the hierarchy of asylum seekers in the UK and stated that there were limitations as to how homes were allocated due to certain factors of the government grant that determine who the initial tenants were. She pointed out that once the initial tenants leave these homes, they would be available for the Council to use and house those who need it.

On being put to the vote, Council were **resolved** to approve the allocation of £2,330,320 capital budget from the Housing Revenue Account, for the Council's investment to purchase the properties as part of Local Authority Housing Fund.

Cllrs Dunne and Waite joined the meeting.

b) Approval of a bid to run the South and Vale Home Improvement Agency on behalf of Oxfordshire County Council and to provide assistance to deal with their Disabled Facilities Grant application backlog

Council had before it a report from the Executive Director (Communities and People) which was submitted to the Cabinet Member for Housing on 10 March 2023 seeking approval for the submission of a bid for the contract to deliver the South and Vale Home Improvement Agency and approve the provision of assistance to South and Vale to deal with a backlog of applications for Disabled Facilities Grants (DFG).

Cllr L Smith, Cabinet Member for Housing introduced the report and proposed the recommendations, which was seconded by Cllr Brown.

In addition to the report, Cllr L Smith advised that bid had been successful and congratulated the HIA team for winning the contract which was a testament to the quality of service the team provided and a great example of the Oxford Model. She added that the HIA team was up for nominations at the Municipal Journal Awards and wished them the best of luck.

Cllr Brown also congratulated all those involved in the bid and wished them good luck in the award ceremony.

On being put to the vote, Council were **resolved** to amend the budget to take into account the provision of HIA service to deliver the contract.

8. Designation of Monitoring Officer

Council had before it a report from the Interim Head of Law Governance seeking approval to designate the Council's Monitoring Officer and Head of Law and Governance.

Cllr Brown, Leader of the Council introduced the report and proposed the recommendations, which was seconded by Cllr Munkonge.

On being put to the vote, Council were **resolved** to designate the newly appointed Head of Law & Governance as the Council's Monitoring Officer with effect from their start date.

The meeting started at 5.00 pm and ended at 5.19 pm

Lord Mayor Date: Monday 17 July 2023

*Decisions on items of business take effect immediately:
Motions may be implemented immediately or may require further budget provision and/or reports to Cabinet before implementation.
Details are in the Council’s Constitution.*

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