

# **County Council**

**19 May 2015**

## **Agenda**

## Declarations of Interest

### The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

### Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

### What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

### List of Disclosable Pecuniary Interests:

**Employment** (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines. <http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Glenn Watson on (01865) 815270 or [glenn.watson@oxfordshire.gov.uk](mailto:glenn.watson@oxfordshire.gov.uk) for a hard copy of the document.

**If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.**

To: Members of the County Council

## ***Notice of a Meeting of the County Council***

**Tuesday, 19 May 2015 at 10.00 am**

**County Hall, Oxford OX1 1ND**

*Joanna Simons*

Joanna Simons  
Chief Executive

May 2015

Contact Officer: **Deborah Miller**  
Tel: (01865) 815384; E-Mail: [deborah.miller@oxfordshire.gov.uk](mailto:deborah.miller@oxfordshire.gov.uk)

In order to comply with the Data Protection Act 1998, notice is given that Items 3, 7 and 12 will be recorded. The purpose of recording proceedings is to provide an *aide-memoire* to assist the clerk of the meeting in the drafting of minutes.

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***Members are asked to sign the attendance book which will be available in the corridor outside the Council Chamber. A list of members present at the meeting will be compiled from this book.***

***A buffet luncheon will be provided***

## **AGENDA**

- 1. Election of Chairman for the 2015/16 Council Year**
- 2. Election of Vice-Chairman for the 2015/16 Council Year**
- 3. Minutes (Pages 1 - 22)**

To approve the minutes of the meeting held on 14 April 2015 (**CC1**) and to receive information arising from them.

**4. Apologies for Absence**

**5. Declarations of Interest - see guidance note**

Members are reminded that they must declare their interests orally at the meeting and specify (a) the nature of the interest and (b) which items on the agenda are the relevant items. This applies also to items where members have interests by virtue of their membership of a district council in Oxfordshire.

**6. Official Communications**

**7. Petitions and Public Address**

**8. Appointments**

To make any changes to the membership of the Cabinet, scrutiny and other committees on the nomination of political groups.

**9. Report of the Returning Officer**

**RETURNING OFFICER REPORT**

**BY-ELECTION HELD ON 7 MAY 2015  
WITNEY WEST & BAMPTON DIVISION**

Members are asked to receive the following report from the County Returning Officer on the outcome of the by-election for the Witney West & Bampton Division held on 7 May 2015:

Voting were as follows:

Liz Leffman	Liberal Democrat	472
Calvert Charles Stuart McGibbon	Labour	800
James Francis Mills	Conservative	3465
Nick Owen	Green Party	462
Jim Stanley	UKIP	678

James Francis Mills was accordingly elected County Councillor for the Witney West & Bampton Division.

## 10. Cabinet Membership and Delegation of Cabinet Functions

Report by the Leader of the Council (CC10).(To Follow)

***Council is RECOMMENDED to note the delegations made by the Leader of the Council with regard to the functions of the Cabinet.***

## 11. Committees and Review of Political Balance (Pages 23 - 36)

Report by the County Solicitor & Monitoring Officer (CC11)

The Council is required by the Local Government & Housing Act 1989 to review the political balance on its committees on an annual basis. The report sets out how the rules operate and seeks approval for adjustments which are necessary to achieve the balance across and within committees to comply with the rules.

In summary the changes necessary are:

- (a) To obtain balance across the scrutiny committees, the Green Group has a seat on the Performance & Scrutiny Committee. There are no unfilled seats;
- (b) To obtain balance across the other committees of the Council and overall the Green Group has a seat on the Remuneration Committee and the Conservative Independent Alliance Group have an additional seat on the Planning & Regulation Committee. There are no unfilled seats

***The Council is RECOMMENDED:***

- (a) ***to confirm the political balance on committees shown in Annex 2 to the report;***
- (b) ***to appoint to committees the councillors and co-opted members shown in Annex 3, subject to any changes reported in any amended schedule and at the meeting;***

## 12. Scrutiny Committees - Annual Report (Pages 37 - 56)

The report is structured to reflect the activity of the Council's three scrutiny committees; Performance Scrutiny, Education Scrutiny and Health Overview & Scrutiny and the Cabinet Advisory Groups. The report highlights the work carried out by each Committee to scrutinise service activity and performance as well as Cabinet decisions taken over the past year.

The Audit and Governance Committee has reviewed this report and welcomed the positive impact that the committees have had in the past year. The report has also been reviewed by the Performance Scrutiny Committee.

***Council is RECOMMENDED to receive the report.***

### **13. Audit & Governance Committee - Annual Report (Pages 57 - 70)**

The Annual Report sets out the role of the Audit & Governance Committee and summarises the work that has been undertaken both as a Committee and through the support of the Audit Working Group in 2014.

***Council is RECOMMENDED to receive the report.***

### **14. Officer Scheme of Delegation (Pages 71 - 72)**

Report by the County Solicitor and Monitoring Officer (**CC14**).

At its Annual Meeting, Council is required to agree the officer scheme of delegation within the Council's Constitution. The Scheme of Delegation forms Part 7.3 of the Constitution and gives delegated authority to the Chief Executive, directors and to other chief officers whose titles and/or areas of responsibility are set out in Part 2, Article 11 of the Constitution.

This report highlights some minor amendments to the Scheme of Delegation and to Article 11 principally to reflect the service areas of certain Chief Officer posts.

***Council is RECOMMENDED to note the amendments to Article 11 and to Part 7.3 of the Constitution and to approve the Scheme of Officer Delegation (Part 7.3) as amended.***

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#### **Pre-Meeting Briefing**

There will be a pre-meeting briefing at County Hall on **Monday 18 May at 9.15 am** for the Chairman, Vice-Chairman, Group Leaders and Deputy Group Leaders