

County Council

21 May 2024

Schedule of Business

County Hall, New Road, Oxford, OX1 1ND

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Agenda Annex

OXFORDSHIRE COUNTY COUNCIL

ANNUAL MEETING OF COUNCIL – 21 MAY 2024 SCHEDULE OF BUSINESS

ITEM/TIME	ITEM	PROPOSALS (M = Motion; SEC = Seconders; Am = Amendment S = Statement; Q = Question; REC = Recommendation to be determined)
1	Election of Chair for the 2024/25 Council Year	
2	Election of Vice-Chair for the 2024/25 Council Year	
3 11:00	Minutes (<i>page 1</i>) To agree the accuracy of the minutes of the meeting held on 16 April 2024. Proposed amendment: The last item on Page 9, number 25/24, replace the header with “Motions by Members of the Council”.	
4	Apologies for Absence Councillor Constance (Dispensation)	
5	Declarations of Interest	
6 11:10	Official Communications Fifteen firefighters who have served our residents for a combined total of 300 years were presented with His Majesty The King’s long service and good conduct medals by the Deputy Lord Lieutenant in a special ceremony on Tuesday 30 April at Blenheim Palace. The Chair’s events for 2023/24 are listed in Annex 1.	

7	Appointments None.	
8 11:15	Petitions and Public Address <i>Any person may present a petition to Council on any subject relevant to Council functions (CPR 10.1)</i> Petition – 3 minutes to speak (CPR 10.1.2) <i>Any person may address the Council on an item on the agenda subject to the provisions in CPR 10.2 of the Constitution</i> Public Address – 3 minutes to speak (reduced from 5 minutes at the discretion of the Chair – CPR 10.3).	Petitions Patricia Ciccone on School Transport Public Address None
9. 11:20 20 mins	Report of the Cabinet (page 11) Deputy Leader (Cllr Pete Sudbury) Pg 11: Item 1 Item 2 Community & Corporate Services (Cllr Neil Fawcett) Pg 12: Item 3 Finance (Cllr Dan Levy) Pg 12: Item 4 Transport Management (Cllr Andrew Gant) Pg 12: Item 5 Reports from Scrutiny Committees Pg 13: Item 6	Hicks Baines Hicks Phillips Enright Enright Cherry
10 11:40 10 mins	Cabinet Membership and Delegation of Cabinet Functions (Page 15) There is one amendment to the responsibilities listed in the report:	M Leffman SEC Sudbury

	<p>Responsibility for Gypsies and Travellers will move to Finance from Public Health, Inequalities & Community Safety.</p> <p>Council is RECOMMENDED to note the names, addresses and electoral divisions of the people appointed to the Cabinet by the Leader of the Council for the coming year and their respective portfolios.</p>	
<p>11 11:50</p> <p>10 mins</p>	<p>Audit & Governance Committee Annual Report (Page 19)</p> <p><i>Movers have 5 mins, seconders and speaking in debate 3 minutes, CPR 15.4.2</i></p> <p>The Council is RECOMMENDED to note the contents of the Annual Report of the Audit & Governance Committee 2023/24.</p>	<p>M Smith SEC Baines</p>
<p>12 12.00</p> <p>10 mins</p>	<p>Committees and Review of Political Balance (Page 31)</p> <p>A revised Annex 1 to this report is attached to the Schedule of Business.</p> <p><i>Movers have 5 mins, seconders and speaking in debate 3 minutes, CPR 15.4.2</i></p> <p>The Council is RECOMMENDED to:</p> <p>(a) note how the rules to political proportionality have been applied to the appointment of Council committees.</p> <p>(b) appoint members to the committees of the Council and other bodies listed at Annex 1 as amended.</p>	<p>M Chair SEC Vice-Chair</p>
<p>13 12.10</p> <p>10 mins</p>	<p>Scheme of Delegation to Officers (Page 41)</p> <p><i>Movers have 5 mins, seconders and speaking in debate 3 minutes, CPR 15.4.2</i></p> <p>COUNCIL IS RECOMMENDED to approve the Scheme of Delegation to Officers as it relates to Council functions.</p>	<p>M Chair SEC Vice-Chair</p>

<p>14 12.20 5 mins</p>	<p>Committee Dates 2023-24 (Page 55)</p> <p><i>Movers have 5 mins, seconders and speaking in debate 3 minutes, CPR 15.4.2</i></p> <p>COUNCIL IS RECOMMENDED to</p> <p>a) approve the schedule of meetings for the 2024-25 Council Year for the Education & Young People Overview & Scrutiny Committee in Annex 1;</p> <p>b) note the changed dates for Delegated Decisions by the Cabinet Member for Finance in Annex 1;</p> <p>c) note the other dates as approved by Council on 7 November 2023 in Annex 1.</p>	<p>M Chair SEC Vice-Chair</p>
	<p>CLOSE OF MEETING</p>	

Events and engagements in 2023

2 June – VCH Oxfordshire Trust drinks.

Launch of the Oxfordshire Victoria County History (VCH) project on the villages in the Chadlington area.

5 June – Spring Fling BBQ.

Invitation from The Commander, 501st Combat Support Wing Colonel Brian A. Filler and the Senior Management Officer for US Embassy London Annex Mrs. Amy L. Baker.

Took place at The Pavilion, Royal Air Force Croughton, Brackley.

9 June – The 2023 Oxfordshire volunteer celebration awards (OCVA).

Awards ceremony for the young volunteer under 25, long service volunteer, volunteer of the year and volunteer organisation of the year.

Took place Oxford Town Hall.

14 June – National Association for Primary Education (NAPE) Oxfordshire at the thirty-eighth festival of voices 2023.

This took place in Dorchester Abbey.

Mass choir of 150 children from 6 – 7 different Oxfordshire Primary schools, accompanied by a youth band and with young guest players.

15 June – The Orchestral music of Afghanistan.

Afghan musicians joined the Oxford Philharmonic to present works by composers living in exile to celebrate the rich history of traditional Afghan music. Reception at Vincents Club, Oxford followed by concert at the Sheldonian Theatre.

16 June – Unveiling of a Blue Plaque for Sir Leslie Kirkley 1911 – 1989.

Sir Leslie Kirkley, humanitarian Director of Oxfam.

Took place in Summertown, Oxford.

17 June – Oxford Bach choir concert.

19 June – Armed Forces flag raising.

I hosted the flag raising ceremony to commemorate Armed Forces Day 2023.

Which took place at Oxford Castle.

27 June – OALC and OCC Training Day.

Chair/Vice Chair and Chief Executive of Oxfordshire County Council welcomed Towns and Parishes.

Oxfordshire Association of Local Councils (OALC) represents town and parish councils across the county. They provide advice and training to councillors and clerks and their membership includes over 95% of the county's town and parish councils.

28 June – Oxfordshire employment awards.

An annual event to recognise the achievements of those supported into employment by Oxfordshire Employment.

The ceremony took place at County Hall and was joint hosted by myself and Chief Executive of Oxfordshire County Council.

1 July - Philippines Independence Day celebrations.

I was invited to attend and speak; this was broadcast live to millions in the Philippines I opened my speech by greeting all in my best Filipino! It was an event for the Filipino community of Oxfordshire, celebrating the contributions of Filipino nurses in the NHS and private health care sector, as well as welcoming the new Filipino health care workers in Oxfordshire.

The event took place at the John Radcliff hospital.

4 July – The Lord – Lieutenant of Oxfordshire and the Bishop of Dorchester invited the Chair to an evening at Dorchester Abbey.

To celebrate local government in Oxfordshire.

5 July - Wittenham Rose ceremony.

This is an annual ceremony where the Chair gives a speech and presents a Rose as a symbolic peppercorn rent for public access to the Wittenham Clumps.

This took place at the Earth Trust.

7 July – Chair’s briefing for Council followed by Council briefing with Chair, Vice-Chair and PGL.

11 July – Full Council.

Chaired the meeting at County Hall.

15 July – Blue Plaque for Sir Patrick Abercrombie.

Sir Patrick Abercrombie 1879-1957

Pioneer of Town and Country planning

This took place at Aston Upthorpe.

24 July - BEM Invective ceremony.

A Ceremony to award recipients of British Empire medals, granted by the Crown for meritorious civil or military service.

Took place at Oxford Registry Office and was host by the Chair and Lord – Lieutenant.

6 September – the AGM of the Oxfordshire County Scout Council and open forum on Oxfordshire Scouting

Invitation from the County Chairman, Phil Earl and the County Commissioner, Wendy Tatham.

Took place at the Beckley Village Hall in Woodperry.

7 September - AGM for My Vision

Chair/Vice Chair was invited to the Charity AGM which took place at Thame Town Hall.

7 September – Chair’s briefing for Council followed by Council briefing with Chair, Vice-Chair and PGL.

8 September – Carterton Mayor Fish and Chip charity supper

Chair/Vice Chair

9 September – Agatha Christie Statue Unveiling

I was invited to this event to see the unveiling of an Agatha Christie Statue in Wallingford, during their murder mystery weekend.

10 September – Carterton Civic and Battle of Britain Civic Service

Chair/Vice Chair was invited to attend a Church service at Carterton with the commanding officer of Brize Norton.

12 September – Full Council.

Chaired the meeting at County Hall.

16 September – Blue Plaque unveiling.

Blue plaque for Roy Jenkins, OM 1920-2003
Baron Jenkins of Hillhead, Politician, and author.
and
Dame Jennifer Jenkins 1921-2017 Conservationist

1 October – Thame Civic Service

Chair/Vice Chair was invited to the Service, which took place in Thame.

7 October – Carterton Charity Tea Party

Chair/Vice Chair was invited to join as a guest.

27 October – Oxfordshire Royal British Legion Poppy Appeal Launch 2023.

Invitation from the County Chair of the Royal British Legion and Committee. I attended with the Lord-Lieutenant Mrs Marjorie Glasgow BEM. This took place at Blenheim Palace.

17 October – St Frideswide Service and tea party.

This is an annual event that takes place in Christ Church Cathedral. The tea party took place at County Hall and is jointly hosted by myself as Chair of Oxfordshire County Council and the Lord Mayor of Oxford. Schools were invited and children could ask questions and tour County Hall, before parading to the Cathedral.

10 October – The High Sheriff's Law lecture and The Court Sermon and Glove ceremony.

The lecture was delivered by the Rt Hon Victoria Prentis KC MP, the Court Sermon and Glove Ceremony was in the presence of The Honourable Mr Justice Cavanagh. Took place at the University of Oxford Examination Schools followed by the Court Sermon at Christ Church Cathedral.

2 November – His Majesty's Lord-Lieutenant for Oxfordshire Awards.

Invitation from Oxfordshire Lord-Lieutenant Mrs Marjorie Glasgow BEM and the County Chair of Southeast Reserve Forces' and Cadets' Association to an evening of presentations of awards ceremony. This took place at Blenheim Palace.

2 November – Chair’s briefing for Council followed by Council briefing with Chair, Vice-Chair and PGL.

7 November – Full Council.

Chaired the meeting at County Hall.

12 November – Wallingford Remembrance Service.

I laid a wreath on behalf of OCC as Chairman.

14 November – Milton Park Tree planting.

Following a visit to Didcot by His Majesty the King, The Chair and Oxfordshire Lord-Lieutenant planted a Coronation tree sapling to celebrate His Majesty the King’s 75th birthday.

This took place at Milton Park.

15 November – Long Service awards.

Presented certificates and gifts with the Chief Executive of Oxfordshire County Council and gave a speech.

November – Remembrance Sunday and County Hall remembrance ceremony.

The Chair laid the first wreath for Oxfordshire at a Ceremony of Remembrance at County Hall, Oxford on behalf of all elected members with the Chief Executive, Martin Reeves.

29 November – Rabbit Hill gate opening.

This was a gate opening ceremony, the Chair was invited to cut the ribbon with the base commander. Bringing communities closer together.

Took place at RAF Benson.

1 December - Christmas tree festival.

The Chair hosted St Helen’s Church Christmas tree festival and was honoured to switch on the lights. This is an annual festival and open to the community to celebrate together.

6 December – Christmas lights ceremony.

The County Christmas tree light switch-on took place, in the Courtyard of Oxford Castle. I was the first Chairman to jointly host this event with Oxford Preservation Trust. Creating a new tradition for the Council. The work between Oxfordshire County Council and the Oxford Preservation Trust, is so important for residents and visitors across Oxfordshire.

7 December – Chair’s briefing for Council followed by Council briefing with Chair, Vice-Chair and PGL.

12 December – Full Council.

Chaired the meeting at County Hall.

19 December – Wallingford School Assembly.

I attended Wallingford School Assembly to deliver a speech and present a pupil with a gift, as winner of the Chair’s Christmas card competition.

Events and engagements in 2024

4 January – The Princess Royal Visit.

I attended the annual Oxford farming conference, and greeted Her Majesty the Princess Royal who spoke on 'the power of diversity'. This took place at the Examination School in Oxford.

3 February – A Chamber Concert at St Helen's Church.

Invitation to music at St Helen's Church in Abingdon. Abingdon Bridge is a charity that supports 13–25-year-olds who are having a challenging time. They support young people in South Oxfordshire and the Vale of White Horse with one-to-one counselling group work, workshops in schools and outreach and residential trips. The concert was in aid of the charity.

6 February – Civic Party.

Invitation from The Very Revd Professor Sarah Foot to a drinks and canapes evening hosted in The McKenna Room at Christ Church, Oxford.

10 February – One World family festival.

Chair was invited to open the festival on behalf of the Ashmolean Museum. A Family focused event that celebrates the many communities and faiths of Oxfordshire through a dazzling array of activities, performances, talks and crafts for all ages. This took place at the Ashmolean Museum.

15 February – Scout and Guides show.

The Chair was invited to see the talent and commitment of young people from the Scout and Guides organisations across the County. All performances on stage were between the ages of 6 to 30.

This took place at the Radley College Theatre.

15 February – Meeting with Chairties.

I met with Parkinsons UK, Parkinsons.me, Sepsis UK, Thames Valley Air Ambulance, Felix Fund and Cancer Research. The meeting was to hear from each charity on the work they achieve and how I as Chairman of Oxfordshire County Council can support each one in his year in post.

This took place at County Hall.

15 February – Chair's briefing for Council followed by Council briefing with Chair, Vice-Chair and PGL.

18 February – Luna Year Celebration.

This is the most important traditional festival in the Chinese calendar which the Chair was invited to join. The festival has been running at Oxford Town Hall since 1992, giving the local people a chance to meet the Chinese community and learn about the Chinese culture.

This took place at the Town Hall.

18 February – Civic Service for Henley on Thames at Parish Church of St Mary.

Chair/Vice Chair was invited to join the Mayor of Henley on Thames, Cllr Kellie Hinton their Civic Service at St Mary's Church.

20 February – Full Council.

Chaired the meeting at County Hall.

20 February – Duke of Edinburgh visit.

The Duke of Edinburgh, Prince Edward came to Oxford and requested to meet Civic Members including the Chair of Oxfordshire County Council. To discuss the Arts in Oxford over lunch.

The meeting took place at The Story Museum in Oxford.

20 February – Charity Cake sale.

I held a cake sale at County Hall, on the day of Full Council to raise funds for my chosen charities. This will be an ongoing event at all Full Council meetings, it was organised by my fantastic PA Hannah.

7 March – Celebration and Launch of the 2023 Impact Report.

I was invited to attend the celebration and launch of the 2023 Impact Report, celebrating the success of powerhouse grant recipients. Meeting with donors and key stakeholders and hear directly from grant recipients about the impact that has been achieved by powerhouse donations.

8 March – Banbury Town Mayors civic supper invitation.

The Chair/Vice Chair was invited attend the Banbury Town Mayor's taste of Kashmir supper and Fun Quiz to raise funds for their chosen charities.

This took place at Banbury Town Hall.

9 March – The Oxford Bach Choir Concert.

Invitation to see the choir perform St John Passion by Bach with instruments of Time and Truth. This took place at the Sheldonian Theatre.

11 March – High Sheriff Awards.

I was invited by the High Sheriff, Sally Scott to join her for the presentation of the High Sheriff Awards 2023/2024. This took place at County Hall.

12 March – Opening of Edmonds Park Pavilion.

Chair/Vice Chair was invited to attend the opening of the new community and sports pavilion at Edmonds Park.

15 March – Chair’s annual civic event.

As Chairman of Oxfordshire County Council, I hosted this annual civic event which took place at County Hall. I held a raffle and charity auction, all funds raised went evenly to my chosen charities. I was joined by Civic Members, Cllrs, Friends and staff at Oxfordshire County Council.

15 March – Carterton Firewalk.

Invitation from the Mayor of Carterton, Cllr Kathy Godwin, to take part in Carterton’s Firewalk 2024, to raise funds for the Carterton Youth Fund.

16 March – South Oxfordshire District Council Quiz night.

Chair/Vice Chair was invited to join the Chair of South Oxfordshire District Council’s quiz and raffle evening. Raising money for their chosen charities. This took place in Chalgrove Village Hall.

21 March – Confucius institute at Oxford Brookes university (CIOBU) banquet our annual banquet.

Invitation to celebrate their work in promoting Chinese language and culture in Oxfordshire. Attended by Vice-Chancellor of Oxford Brookes Alistair Fitt and the Mayor of Oxford among other local business and education professionals. This took place at Exeter College.

22 March – South Chair’s Charity Dinner.

Chair/Vice Chair was invited by the Chair of South Oxfordshire District Council to raise money for their chosen charities. This took place at the Red Lion in Chalgrove.

28 March – Oxfordshire Youth music theatre productions.

Chair/Vice Chair was invited to attend the Oxfordshire Youth music theatre productions that took place at Abingdon school.

11 April – Chair’s briefing for Council followed by Council briefing with Chair, Vice-Chair and PGL.

16 April – Full Council.

Chaired meeting at County Hall.

16 April – Oxfordshire Employment and annual celebration event.

I was invited to present awards to those supported by Oxfordshire Employment. This took place at County Hall.

16 April – Charity cake sale.

I held a cake sale at County Hall, on the day of Full Council to raise funds for my chosen charities. This will be an ongoing event at all Full Council meetings, it was organised by my fantastic PA Hannah.

19 April – Millstream extension opening.

I was invited by trustees and the committee of Millstream Day Centre in Benson to the opening of their new extension. The ribbon was cut by the Lord-Lieutenant. This was a well-attended event in my home division.

21 April – Faringdon civic service.

Chair/Vice Chair was invited by Cllr Peter Castle to attend their Civic Service at AllSaints Church, Faringdon.

13 May – Annual Town meeting and Mayor making Henley on Thames

I was invited to attend as a guest to their Mayor making, it took place at the Town Hall in Henley on Thames.

14 May – Inauguration of Banbury Town Mayor

Chair/Vice Chair was invited to attend as guest, it took place at The Grand Hall in Banbury.

15 May – Abingdon Town Council Mayor making

Chair/Vice Chair was invited to attend as a guest, it took place at St Helen's Church in Abingdon.

17 May – Chair of West Oxfordshire District Council Charity Quiz

Chair/Vice Chair was invited to attend the Charity quiz evening which was held in the Council Offices in Witney.

18 May – Unveiling of a Blue Plaque

Blue Plaque for Freydis Sharland 1920-2014

'Spitfire Girl' ATA

Founding Chairwoman British Women Pilots' Association

Benson

16 May – Chair's briefing for Council followed by Council briefing with Chair, Vice-Chair and PGL.

21 May – Full Council.

Chaired meeting at County Hall

Committee membership – May 2024

	LDG	CIA	Lab Coop	TIVOO	NA Ind
Audit & Governance (9)	4	3	2		
	Jane Hanna	Ted Fenton	Brad Baines		
	Jenny Hannaby	Felix Bloomfield	Glynis Phillips		
	Ian Middleton	Nick Leverton			
	Roz Smith				
BOB HOSC (7)	3	2	1	1	
	Jane Hanna	Nick Leverton	Michael O'Connor	Damian Haywood	
	Jenny Hannaby	Nigel Champken-Woods			
	Freddie van Mierlo				
Charlotte Coxe Trust (5)	2	2	1		
	Robin Bennett	Felix Bloomfield	Geoff Saul		
	Freddie van Mierlo	Jane Murphy			
E&YP OSC (9)	3	3	2	1	
	Andy Graham	Eddie Reeves	Liz Brighthouse	Sally Povolotsky	
	Jenny Hannaby	Michael Waine	Trish Elphinstone		
	Roz Smith	Ian Corkin			
Horton HOSC (8)	3	3	1		1
	Andy Graham	Arash Fatemian	Mark Cherry		Hannah Banfield

	Jane Hanna	Kieron Mallon			
	Jenny Hannaby	Eddie Reeves			
Oxfordshire Joint HOSC (7)	3	2	2		
	Jane Hanna	Nick Leverton	Mark Lygo		
	Jenny Hannaby	Nigel Champken-Woods	Michael O'Connor		
	Freddie van Mierlo				
Pension Fund (7)	3	2	2		
	Bob Johnston	Nick Field-Johnson	Imade Edosomwan		
	John Howson	Donna Ford	Michael O'Connor		
	Ian Middleton				
People OSC (9)	3	4	2		
	Andy Graham	Ian Corkin	Trish Elphinstone		
	Jenny Hannaby	Michael Waine	Imade Edosomwan		
	Alison Rooke	Ted Fenton			
		Nick Leverton			
Performance & Corporate Services OSC (9)	3	3	2	1	
	Ian Middleton	Kevin Bulmer	Brad Baines	Damian Haywood	
	Calum Miller	Kieron Mallon	Glynis Phillips		
	Bob Johnston	Tony Ilott			

Place OSC (9)	2	4	3		
	Robin Bennett	Nigel Simpson	Charlie Hicks`		
	Bethia Thomas	Felix Bloomfield	Duncan Enright		
		Arash Fatemian	Susanna Pressel		
		Liam Walker			
Planning & Regulation (12)	4	4	3	1	
	Judy Roberts	Les Sibley	Geoff Saul	Stefan Gawrysiak	
	David Rouane	Ted Fenton	Mohamed Fadlalla		
	Robin Bennett	Ian Snowdon	Imade Edosomwan		
	Vacancy	Felix Bloomfield			
Remuneration (6)	2	2	1	1	
	Liz Leffman	Nigel Simpson	Liz Brighthouse	Stefan Gawrysiak	
	John Howson	Kieron Mallon			

Other appointments – May 2024

OCC & Employees JCC (7)	2	3	2		
	Neil Fawcett	David Bartholomew	Trish Elphinstone		
	Ian Middleton	Juliette Ash	Glynis Phillips		
		Tony Ilott			
OCC & Teachers JCC (5)	2	2	1		
	Andy Graham	Ian Corkin	Susanna Pressel		
	Kate Gregory	Michael Waine			
OCC JCC for Uniformed Members of the Fire Service (7)	3	2	2		
	Kate Gregory	Ted Fenton	Andrew Coles		
	Nathan Ley	Nick Leverton	Mark Lygo		
	Alison Rooke				
Future Oxfordshire Partnership Scrutiny Panel (3)	1	1	1		
	Vacancy	Felix Bloomfield	Charlie Hicks		
Thames Valley Police & Crime Panel (1)	1				
	Vacancy				