

# **County Council**

**16 May 2023**

## **Schedule of Business**

## Schedule of Business

# Agenda Annex

## OXFORDSHIRE COUNTY COUNCIL

### ANNUAL MEETING OF COUNCIL – 16 MAY 2023 SCHEDULE OF BUSINESS

Members of the Council are requested to wear their identity badges at all times when attending meetings at County Hall.

ITEM/TIME	ITEM	PROPOSALS (M = Motion; SEC = Secunder; Am = Amendment S = Statement; Q = Question; REC = Recommendation to be determined)
1	Election of Chair for the 2023/24 Council Year	
2	Election of Vice-Chair for the 2023/24 Council Year	
3  10:50	<b>Apologies for Absence</b>  Councillors Banfield, Gant, van Mierlo, Murphy, Walker, Webber	
4	<b>Declarations of Interest</b>	
5	<b>Minutes (page 1)</b>  To agree the accuracy of the minutes of the meeting held on 28 March 2023  The following amendment to the minutes will be proposed:  <i>Minute 13/23, on Page 8 insert after the second paragraph:</i>  <i>“In response to a supplementary question from Mr Parnham, Councillor Gant said that he would provide a written response giving the date that the Council first became aware that pollution levels on Hollow Way and Oxford Road / Between Towns Road may have been breached, according to provisional city data”.</i>	

<p><b>6</b></p> <p><b>10:55</b></p> <p><b>5 mins</b></p>	<p><b>Official Communications</b></p> <p>For the ninth year in a row, residents in Oxfordshire have topped the table nationally when it comes to recycling, reusing and composting.</p>	
<p><b>7</b></p> <p><b>11:00</b></p> <p><b>10 mins</b></p>	<p><b>Petitions and Public Address</b></p> <p><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></p> <p>Public Address – 3 minutes to speak (reduced from 5 minutes at the discretion of the Chair – CPR 10.3).</p>	<p><b>Petitions</b></p> <p>Themis Avraamides: Buses using narrow streets in Woodstock. 3 minutes</p> <p><b>Public Address</b> Richard Parnham 3 minutes</p>
<p><b>8.</b></p> <p><b>11:10</b></p> <p><b>30 mins</b></p>	<p><b>Report of the Cabinet (page 21)</b></p> <p><b>Adult Social Care (Tim Bearder)</b></p> <p><b>Corporate Services (Glynis Phillips) &amp; Finance (Calum Miller)</b></p> <p><b>Corporate Services (Glynis Phillips)</b></p> <p><b>Finance (Calum Miller)</b></p> <p><b>Highway Management (Andrew Gant)</b></p> <p><b>Travel &amp; Development Strategy (Duncan Enright)</b></p> <p><b>Public Health &amp; Equalities (Mark Lygo)</b></p> <p><b>Scrutiny Reports</b></p>	<p>Q Smith (2)</p> <p>Q Reeves (3)</p> <p>Q Smith (5)</p> <p>Q Bartholomew (6)</p> <p>Q Roberts (9) Q Reeves (9) Q Cherry (9)</p> <p>Q Ley (11) Q Howson (11) Q Reeves (11)</p> <p>Q Smith (12) Q Baines (12)</p> <p>Q Povolotsky (13) Q Graham (13)</p>
<p><b>9</b></p> <p><b>11:40</b></p> <p><b>10 mins</b></p>	<p><b>Audit &amp; Governance Committee Annual Report (Page 27)</b></p> <p><i>Movers and seconders 5 mins and speaking in debate 3 minutes, CPR 15.4.2</i></p>	<p>M Smith SEC Baines</p>

	The Council is RECOMMENDED to note the contents of the Annual Report of the Audit & Governance Committee 2022/23.	
<p><b>10 11:50</b></p> <p><b>10 mins</b></p>	<p><b>Cabinet Membership and Delegation of Cabinet Functions (Schedule of Business Page 5)</b></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>M Cllr Leffman SEC Cllr Brighthouse</p>
<p><b>11 12:00</b></p> <p><b>10 mins</b></p>	<p><b>Committees and Review of Political Balance (Schedule of Business Page 9)</b></p> <p><b>NB</b> A revised report is included in the Schedule of Business along with revised Annexes 2 and 3. Annexes 1 and 4 remain unchanged.</p> <p>The Future Oxfordshire Partnership Scrutiny Panel should not have been included in the list of committees contributing to the calculations on political balance. The change does not affect the final number of seats for each political group.</p> <p>Also Annex 3 has been corrected to show Councillor Mallon as Chair of the Place Overview &amp; Scrutiny Committee and the Corporate Parenting Committee as having 9 places.</p> <p><b><i>Movers and seconders 5 mins and speaking in debate 3 minutes, CPR 15.4.2</i></b></p> <p>The Council is RECOMMENDED to:</p> <p>(a) note how the rules operate and approve necessary adjustments to achieve the balance across and within Committees to comply with the rules.</p> <p>(b) appoint Councillors to the scrutiny and other committees of the Council listed in Annex 3 as required by any changes necessary as a result of applying the proportionality rules, and subject to any</p>	<p>M Chair SEC Vice-Chair</p>

	<p>changes on the nomination of the political groups.</p> <p>Members are asked to note the following changes to appointments notified to us by Political Group Leaders -</p> <p><b>BOB HOSC:</b> Cllr Elphinstone to replace Cllr Edosomwan</p> <p><b>Corporate Parenting Committee:</b> Cllr Brighouse and Cllr Lygo appointed</p> <p><b>Future Oxfordshire Partnership Scrutiny Panel:</b> Cllr Hicks to replace Cllr Baines</p> <p><b>People OSC:</b> Cllr Edosomwan to replace Cllr O'Connor</p> <p><b>Performance &amp; Corporate Services OSC:</b> Cllr Hicks to replace Cllr O'Connor</p> <p><b>Place OSC:</b> Cllr Coles to replace Cllr Baines</p> <p><b>Oxfordshire County Council &amp; Teachers' Joint Committee:</b> Cllr Pressel to replace Cllr Brighouse</p>	
<b>12</b>	<p><b>Committee Dates 2023-24 (Page 53)</b></p> <p>Note that meetings of the Place Overview &amp; Scrutiny Committee have changed to 10am.</p>	
<p><b>13</b> <b>12.10</b>  <b>10 mins</b></p>	<p><b>Officer Scheme of Delegation (Page 57)</b></p> <p><b><i>Movers and seconders 5 mins and speaking in debate 3 minutes, CPR 15.4.2</i></b></p> <p>COUNCIL IS RECOMMENDED to approve the Scheme of Delegation as it relates to Council functions including the amendments to Part 7.1 and Part 7.2 of the Council Constitution annexed to this report.</p>	<p>M Chair SEC Vice-Chair</p>
<b>12.20</b>	<b>CLOSE OF MEETING</b>	

## COUNCIL – 16 MAY 2023

### DELEGATION – CABINET FUNCTIONS

#### Report by the Leader of the Council

Under the Council's Constitution, I am required to inform the Annual Meeting of Council of the delegations that I have made, as Leader of the Council, in relation to the functions of the Cabinet. This report outlines the delegations that I have made.

#### Appointments to the Cabinet

<b>Name</b>	<b>Address</b>	<b>Electoral Division</b>	<b>Portfolio</b>	<b>Extent of authority</b>
Liz Leffman	c/o County Hall, New Road, Oxford, OX1 1ND	Charlbury & Wychwood	Leader of the Council	Strategy; corporate and community leadership; regional and strategic infrastructure and planning; liaison with other Oxfordshire councils and system partners; asylum and immigration
Liz Brighthouse OBE	c/o County Hall, New Road, Oxford, OX1 1ND	Churchill & Lye Valley	Deputy Leader of the Council and Children, Education and Young People's Services	Children's social care; Education; 0-5 offer; Youth offer
Glynis Phillips	c/o County Hall, New Road, Oxford, OX1 1ND	Barton, Sandhills & Risinghurst	Corporate Services	Governance and legal; HR and industrial relations; Cherwell partnership agreement; Broadband/ICT; Customer services; Communications
Jenny Hannaby	c/o County Hall, New Road, Oxford, OX1 1ND	Grove & Wantage	Community Services & Safety	Cultural services; Registration service; Library service; Coroner's service; Music service; History service; Fire and rescue service; Trading standards; Emergency planning; Community safety; Gypsies and travellers

Dr Pete Sudbury	c/o County Hall, New Road, Oxford, OX1 1ND	Wallingford	Climate Change Delivery & Environment	Climate change; Waste disposal and recycling centres; Countryside operations and volunteers; Ecology / archaeology / heritage; Water strategy – Thames Water reservoir; Energy strategy; Minerals and waste planning; Lead flood authority – Oxford flood alleviation plan; Tree strategy; Highways verge management strategy
Andrew Gant	c/o County Hall, New Road, Oxford, OX1 1ND	Wolvercote & Summertown	Highway Management	Highways delivery operations – structures and maintenance; Network management; Public rights of way; Supported transport; Fix My Street; Walking and cycling – maintenance; Local cycling and walking infrastructure plans / low traffic neighbourhoods; Street lighting; Travel hubs; Public transport – bus strategy / universal payment / maps; Cycle parking; School streets; 20 is Plenty – implementation; Enforcement; Car parking strategy
Duncan Enright	c/o County Hall, New Road, Oxford, OX1 1ND	Witney North & East	Travel & Development Strategy	Government bids for funding initiatives; Infrastructure strategy (OXIS); Regional and strategic infrastructure - capital delivery of major projects; Rail – Cowley / Grove / Worcester Line / Witney; Connecting Oxford; Zero-emission zones/air quality management areas / live digital air quality display; Travel hubs; Working place levy/congestion charge; Waterways; Tourism / economic development, HGV weight routes
Calum Miller	c/o County Hall, New Road, Oxford, OX1 1ND	Otmoor	Finance	Finance; Property / investments; Procurement



Tim Bearder	c/o County Hall, New Road, Oxford, OX1 1ND	Wheatley	Adult Social Care	Adult social care; Carers services; Support to: people with learning disabilities; physical disability services; people living with the impact of a brain injury; people living with a long-term condition; older people services; safeguarding adult services; homelessness; hospital discharge; Mental health; Health partnerships
Michael O'Connor	c/o County Hall, New Road, Oxford, OX1 1ND	University Parks	Public Health and Equalities	Public health; COVID renewal; Voluntary sector; Equalities



**Divisions Affected – N/A**

## **COUNTY COUNCIL**

**– 16 May 2022**

### **COMMITTEES AND REVIEW OF POLITICAL BALANCE**

**Report by Report by the Director of Law & Governance**

#### **RECOMMENDATION**

The Council is **RECOMMENDED** to:

- (a) **note how the rules operate and approve necessary adjustments to achieve the balance across and within Committees to comply with the rules.**
- (b) **appoint Councillors to the scrutiny and other committees of the Council listed in Annex 3 as required by any changes necessary as a result of applying the proportionality rules, and subject to any changes on the nomination of the political groups.**

#### **Executive Summary**

1. The Council is required by the Local Government & Housing Act 1989 to review the political balance on its committees on an annual basis and then in any circumstances set out in Regulations under the 1989 Act. A note is attached (**Annex 1**) which summarises how the rules operate.
2. The last revision took place at the Annual Council meeting on 17 May 2022.
3. Since then, Councillor Hannah Banfield has left the Labour & Cooperative Party Group to become an Independent Non-aligned Member. A further review of political balance now needs to occur to reflect the relative proportion of each Group with regards to seats on the Council.
4. This report therefore invites Full Council to note the revised proportionality and to make any consequential amendments to appointments to committees arising from this. **Annex 2** shows the revised arithmetical product of the rules for the Council's committees.

## Corporate Parenting Committee

5. To acknowledge the significance of the Council's corporate parenting role it is proposed that a formal Corporate Parenting Committee is established, under section 101 of the Local Government Act 1972, comprising nine members that will meet four times each year. The terms of reference for the committee are shown at **Annex 4**. The role of the committee will be to ensure that the Council effectively discharges its role as Corporate Parent for all children in care and care leavers.

## Implications of the revised proportionality

6. The relative sizes of the Council's Political Groups, and their entitlements to seats, are now as follows:

Political Group	Liberal Democrat/Green Alliance Group	Conservative-Independent Alliance Group	Labour & Co-operative Party Group
Group Size	24	22	15
Revised number of seats – legal/notional entitlement	36	33	22
Actual current number of seats	36	33	23
Number of seats over or under entitlement			One over

7. Cllrs Banfield and Gawrysiak are not members of a political group on the Council and have one committee place each. It is proposed to have one Independent Non-Aligned Member on the new Corporate Parenting Committee.
8. Looking at the overall proportionality in the table above, the position is that the seat allocation is in balance overall save for a surplus of one for the Labour & Cooperative Party. The precise proportions of the 95 seats for each group are:

Liberal Democrat / Green Alliance	36.2
Conservative Independent Alliance	33.2
Labour & Cooperative Party Group	22.6

As the Labour & Cooperative Party Group has the highest decimal remainder, it is proposed that an extra seat be allocated to that group. This matches the current allocation of seats so no change is required.

Note that the Future Oxfordshire Partnership Scrutiny Panel allocation of seats does not count towards the overall proportionality as it is not a County Council committee.



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## Annex 2

**This annex is for information.** It outlines political groups' notional entitlements to membership of committees under the revised political proportionality rules in red. The proposed number of seats is in black.

The total number of committee places is 95. Of those, the Lib Dem /Green Alliance is entitled to 36 seats, the Conservative Independent Alliance is entitled to 33 and the Labour and Co-operative Party is entitled to 22. Independent Councillors have 3 committee seats (Corporate Parenting Committee, Horton HOSC, Planning and Regulation Committee).

<b>Main Committees with entitlements</b>	<b>Lib Dem/Green Alliance</b>	<b>Conservative Independent Alliance</b>	<b>Labour and Co-operative Party</b>	<b>Independent</b>
Audit & Governance Committee (9 person committee)*	3.4 4	3.1 3	2.1 2	
BOB HOSC (7)	2.7 3	2.4 2	1.7 2	
Charlotte Coxe Trust Committee (5)	1.9 2	1.7 2	1.2 1	
Corporate Parenting Committee (9) <b>NEW</b>	3.4 3	3.1 3	2.14 2	1
Horton HOSC (8)*	3 3	2.8 3	1.9 1	1 holding a L&CP seat
OJHOSC (7)	2.7 3	2.4 2	1.7 2	
People (9)*	3.4 3	3.1 4	2.1 2	

<b>Main Committees with entitlements</b>	<b>Lib Dem/Green Alliance</b>	<b>Conservative Independent Alliance</b>	<b>Labour and Co-operative Party</b>	<b>Independent</b>
Pension Fund Committee (5)	1.9 2	1.7 2	1.2 1	
Performance & Corporate Services (9)*	3.4 3	3.1 3	2.1 3	
Place (9)*	3.4 4	3.1 3	2.1 2	
Planning & Regulation Committee (12)*	4.6 4	4.2 4	2.9 3	1 holding one of the 5 LD/G seats
Remuneration Committee (6)*	2.3 2	2.1 2	1.4 2	
<b>Overall current number of seats (98)</b>	36	34	23	3
<b>Overall entitlement</b>	36.2 37	33.2 34	22.6 22	

\* Please note, in relation to these Committees, seat allocation is not based on a strict application of the rules but is to achieve overall balance.

Other Appointments - Proportionality is not mandatory but is usually applied where representation is 3 and over.

	<b>Lib Dem/Green Alliance</b>	<b>Conservative Independent Alliance</b>	<b>Labour and Co-operative Party</b>	<b>Independent</b>
Future Oxfordshire Partnership Scrutiny Panel	1	1	1	



**Committee Membership**

**Liberal Democrat Green Alliance: 37; Conservative Independent Alliance: 34;  
Labour and Co-Operative Party Group 24; plus 3 Independents**

<b>Main Committees</b>	<b>Liberal Democrat / Green Alliance</b>	<b>Conservative Independent Alliance</b>	<b>Labour &amp; Co-Operative Party</b>	<b>Ind</b>
Audit & Governance Committee(9)	4	3	2	
	Roz Smith Ch	Ted Fenton	Brad Baines D-Ch	
	Freddie van Mierlo	Yvonne Constance	Trish Elphinstone	
	Judy Roberts	Nick Leverton		
	Ian Middleton			
BOB HOSC (7)	3	2	2	
	Jane Hanna	Nick Leverton	Imade Edosomwan	
	Nathan Ley	Nigel Champken-Woods	Damian Haywood	
	Freddie van Mierlo			
Charlotte Coxe Trust Committee (5)	2	2	1	
	Robin Bennett	Felix Bloomfield D-Ch	Geoff Saul Ch	
	Freddie van Mierlo	Jane Murphy		
Corporate Parenting Committee (9)	3	3	2	1
	Membership TBD			
Horton HOSC (8)	3	3	1	1
	Freddie van Mierlo	Arash Fatemian	Mark Cherry	Hannah Banfield
	Jane Hanna	Kieron Mallon		
	Nathan Ley	Eddie Reeves		
Oxfordshire Joint HOSC (7)	3	2	2	

	Jane Hanna Ch	Nick Leverton	Imade Edosomwan	
	Dan Levy	Nigel Champken-Woods	Damian Haywood	
	Nathan Ley			
Pension Fund Committee (5)	2	2	1	
	Bob Johnston Ch	Nick Field-Johnson	Imade Edosomwan	
	John Howson	Kevin Bulmer D-Ch		
People Overview & Scrutiny Committee (9)	3	4	2	
	Andy Graham	Liam Walker	Trish Elphinstone	
	Sally Povolotsky	Michael Waine	Michael O'Connor	
	Bethia Thomas	Nigel Simpson Ch		
		Nick Leverton		
Performance & Corporate Services Overview & Scrutiny Committee (9)	3	3	3	
	Ian Middleton	Eddie Reeves Ch	Michael O'Connor D-Ch	
	Neil Fawcett	Kieron Mallon	Brad Baines	
	Bob Johnston	Donna Ford	Damian Haywood	
Place Overview & Scrutiny Committee (9)	4	3	2	
	Judy Roberts	Arash Fatemian	Charlie Hicks D-Ch	
	Richard Webber	Ted Fenton	Brad Baines	
	Kate Gregory	Kieron Mallon Ch		
	Freddie van Mierlo			

Planning & Regulation Committee (12)	4	4	3	1
	Richard Webber D-Ch	Les Sibley	Geoff Saul Ch	Stefan Gawrysiak
	Judy Roberts	Felix Bloomfield	Mohamed Fadlalla	
	David Rouane	Ian Snowdon	Imade Edosomwan	
	Robin Bennett	Yvonne Constance		
Remuneration Committee (6)	2	2	2	
	Liz Leffman Ch	Eddie Reeves	Liz Brighthouse D-Ch	
	Alison Rooke	Donna Ford	Glynis Phillips	

**Other Appointments:**

Future Oxfordshire Partnership Scrutiny Panel (3)	1	1	1	
	Richard Webber	Liam Walker	Brad Baines	

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