

County Council

21 May 2019

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 **07776 997946** or 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, 21 May 2019 at 10.30 am

Council Chamber - County Hall, New Road, Oxford OX1 1ND



Yvonne Rees
Chief Executive

May 2019

Committee Officer: **Deborah Miller**
Tel: 07920 084239; E-Mail: 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.

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 2019/20 Council Year**
- 2. Election of Vice-Chairman for the 2019/20 Council Year**
- 3. Minutes (Pages 1 - 34)**

To approve the minutes of the meeting held on 2 April 2019 (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. Report of the Cabinet (Pages 35 - 38)

Report of the Cabinet Meetings held on 23 April 2019, 19 March 2019 and 14 May 2019 (1 item) (CC8).

9. Scrutiny Committee Annual Report (Pages 39 - 60)

The Scrutiny Annual report (CC9) provides a summary of the work of the Council's overview and scrutiny function in 2018-19. This function includes the council's three Overview and Scrutiny Committees and any joint scrutiny arrangements. The report has been considered by the Audit and Governance Committee and the Performance Scrutiny Committee prior to Council.

Council is RECOMMENDED to receive the report.

10. Audit & Governance Committee Annual Report to Council 2018 (Pages 61 - 76)

Report by the Chairman of the Audit & Governance Committee (CC10).

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 2018/19.

Council is RECOMMENDED to receive the report.

11. Committees and Review of Political Balance (Pages 77 - 90)

Report by the Director of Law & Governance & 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.

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; and***
- (c) ***to note the executive appointments in Annex 3 in relation to Oxfordshire Growth Board scrutiny arrangements and advisory sub groups.***

12. Committee Dates 2020/21 (Pages 91 - 98)

A schedule of meeting dates proposed for the 2020/21 Council Year is attached (CC12).

The schedule has been drawn up to reflect the various rules about frequency of meetings set out in the Council's Constitution. Attention is drawn to the following proposed change to previous patterns:

Move the April Meeting of Council so that it falls outside of the School Holidays.

Council is RECOMMENDED to agree the schedule of meeting dates for 2020/21 and in particular to agree to waive Rule 2.1 of the Council Procedure Rules to allow the April 2020 meeting of full Council to be held on 31 March 2021 to avoid the Easter School holiday.

13. Cabinet Membership and Delegation of Cabinet Functions

Report by the Leader of the Council (CC13) – to be published with the Schedule of Business.

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

14. Officer Scheme of Delegation (Pages 99 - 122)

Report by the Director of Law & Governance (CC14)

At its Annual Meeting, Council is required to agree the officer scheme of delegation within the Council's Constitution.

Since the approval of the officer scheme of delegation at last year's Annual Meeting (May 2018), the Council has entered into a partnership with Cherwell District Council. Certain changes have been made to the senior management team as a result of this

partnership or through natural succession following changes in personnel. Some of the titles have changed since the last scheme of delegation was approved, however the actual scheme of delegation remains essentially the same.

The Council's Transformation Programme may also have some implications for delegated activity later in the year but not at this time: questions of delegation would be considered as part of the governance implications of any such decisions.

Council is RECOMMENDED to approve the Officer Scheme of Delegation (Part 7.2 of the Constitution) as in the Annex 2 to this report.

Pre-Meeting Briefing

There will be a pre-meeting briefing at County Hall on **Monday 20 May at 10.15 am** for the Chairman, Vice-Chairman, Group Leaders and Deputy Group Leaders