

# County Council

**21 May 2024**

## Agenda



**OXFORDSHIRE  
COUNTY COUNCIL**

To: **Members of the County COUNCIL**

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

**Tuesday, 21 May 2024 at 10.30 am**

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

If you wish to view proceedings, please click on this [Live Stream Link](#). Please note, that will not allow you to participate in the meeting.

A handwritten signature in grey ink that reads "Reeves".

Martin Reeves  
Chief Executive

May 2024

*Committee Officer:*

***Colm Ó Caomhánaigh***

*Tel: 07393 001096; E-Mail:*

*colm.ocaomhanaigh@oxfordshire.gov.uk*

# AGENDA

1. **Election of Chair for the 2024-25 Council Year**
2. **Election of Vice-Chair for the 2024-25 Council Year**
3. **Minutes** (Pages 1 - 10)

To approve the minutes of the meeting held on 16 April 2024 (**CC3**) 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. **Appointments**

To make any changes to the membership of scrutiny and other committees on the nomination of political groups and to note any changes to the Cabinet made by the Leader of the Council.

8. **Petitions and Public Address**

Members of the public who wish to speak on an item on the agenda at this meeting, or present a petition, can attend the meeting in person or 'virtually' through an online connection. Requests must be submitted no later than 9am one working day before the meeting. Requests to speak should be sent to [committeesdemocraticservices@oxfordshire.gov.uk](mailto:committeesdemocraticservices@oxfordshire.gov.uk)

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that if the technology fails, then your views can still be taken into account. A written copy of your statement can be provided no later than 9am on the day of the meeting. Written submissions should be no longer than 1 A4 sheet.

9. **Report of the Cabinet** (Pages 11 - 14)

Report by the Leader of the Council.

The report summarises the decisions from the Cabinet meeting on 23 April 2024.

**10. Cabinet Membership and Delegation of Cabinet Functions (Pages 15 - 18)**

Report by the Leader of the Council

**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.**

**11. Audit & Governance Committee Annual Report (Pages 19 - 30)**

Report from the Chair of the Audit & Governance Committee.

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 2023/24.

**The Council is RECOMMENDED to note the contents of the Annual Report of the Audit & Governance Committee 2023/24.**

**12. Committees and Review of Political Balance (Pages 31 - 40)**

Report by the Director of Law & Governance & Monitoring Officer.

The Council is required by the Local Government & Housing Act 1989 to review the political balance on its committees on an annual basis.

**Council is RECOMMENDED**

- a) **To note how the rules relating to political proportionality have been applied to the appointment of Council committees.**
- b) **To appoint members to the committees of the Council and other bodies listed at Annex 1. A fully populated list with nominations from the political groups for the vacant seats will be circulated ahead of the meeting.**

**13. Scheme of Delegation to Officers (Pages 41 - 54)**

Report of the Director of Law & Governance and Monitoring Officer

The Council is required annually to agree the scheme of delegation of Council responsibilities to Officers for inclusion in the Constitution.

**COUNCIL IS RECOMMENDED to approve the Scheme of Delegation to Officers as**

**it relates to Council functions.**

**14. Committee Dates 2024-25 (Pages 55 - 62)**

Report of the Director of Law & Governance and Monitoring Officer

The calendar of meetings for each civic year is presented to Council for approval. The 2024-25 calendar was approved by Council on 7 November 2023. Since that decision, the Education & Young People Overview & Scrutiny Committee was formed by a Council decision on 12 December 2023. Dates need to be agreed for that Committee for 2024-25.

**COUNCIL IS RECOMMENDED to**

- a) approve the schedule of meetings for the 2024-25 Council Year for the Education & Young People Overview & Scrutiny Committee in Annex 1;**
- b) note the changed dates for Delegated Decisions by the Cabinet Member for Finance in Annex 1;**
- c) note the other dates as approved by Council on 7 November 2023 in Annex 1.**

## **Councillors declaring interests**

### **General duty**

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

### **What is a disclosable pecuniary interest?**

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

### **Declaring an interest**

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

### **Members' Code of Conduct and public perception**

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and that 'you must not place yourself in situations where your honesty and integrity may be questioned'.

### **Members Code – Other registrable interests**

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registerable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships
- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.

- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

### **Members Code – Non-registrable interests**

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- a) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.