

Council



Listening Learning Leading

Contact Officer: Steven Corrigan
Tel: 07717 274704
E-mail: steven.corrigan@southandvale.gov.uk
Date: 5 July 2023
Website: www.southoxon.gov.uk

Summons to attend a meeting of Council

to be held on

THURSDAY 13 JULY 2023 AT 6.00 PM

at

DIDCOT CIVIC HALL, BRITWELL ROAD, DIDCOT, OX11 7JN

Alternative formats of this publication are available on request. These include large print, Braille, audio cassette or CD, and email. For this or any other special requirements (such as access facilities) please contact the officer named on this agenda. Please give as much notice as possible before the meeting.

A handwritten signature in black ink, appearing to read 'P. Arran'.

Patrick Arran
Head of Legal and Democratic

Note: Please remember to sign the attendance register.

Agenda

1 Apologies for absence

To record apologies for absence.

2 Minutes (Pages 7 - 17)

To adopt and sign as a correct record the Council minutes of the annual meeting held on 18 May and the special meeting held on 12 June 2023.

3 Declarations of interest

To receive declarations of disclosable pecuniary interests, other registrable interests and non-registrable interests or any conflicts of interest in respect of items on the agenda for this meeting.

4 Urgent business and chair's announcements

To receive notification of any matters which the chair determines should be considered as urgent business and the special circumstances which have made the matters urgent, and to receive any announcements from the chair.

5 Public participation

To receive any questions or statements from members of the public that have registered to speak.

6 Petitions

To receive any petitions from the public.

7 Update on the council's Information Technology infrastructure

Cabinet, at its meeting on 3 July 2023, considered a report on the current discussions relating to the councils' Information Technology arrangements.

The Cabinet [agenda](#) circulated to all members includes the relevant report.

Cabinet resolved to:

1. note the update set out in the head of corporate services' report to Cabinet on 3 July 2023;
2. reaffirm the council's intention to pursue a separate Microsoft Office 365 tenancy as part of the council's overall transformation programme and planned exit from the outsourced IT arrangements; and
3. authorise the deputy chief executive - transformation and operations, in consultation with the Cabinet member for corporate services, to take all necessary steps to implement the council's withdrawal from the shared M365

tenancy.

CABINET RECOMMENDATION TO COUNCIL:

That a supplementary estimate of £326,000 be added to the 2023/24 revenue budget, funded as set out in the head of corporate services' report to Cabinet on 3 July 2023.

8 Delivery and management arrangements for council-provided Local Authority Housing Fund and Service Family Accommodation housing

Cabinet, at its meeting on 3 July 2023, considered a report on the work being undertaken in relation to providing homes under Government schemes.

The Cabinet [agenda](#) circulated to all members includes the relevant report.

Cabinet resolved to:

1. note the approach proposed for the delivery and management of the properties under the Local Authority Housing Fund scheme, noting the risks, and approve officers to proceed;
2. note the proposed phase one staffing structure for the delivery and management of these properties alongside those purchased or managed under other arrangements;
3. approve a virement from Contingency of up to £100,000 to cover potential unbudgeted revenue expenditure;
4. authorise the head of development and corporate landlord, in consultation with the heads of finance, legal and democratic, and housing and environment, to approve the freehold or leasehold acquisition of property under the Local Authority Housing Fund scheme following appropriate due diligence; and
5. note the financial and other risks presented by the decisions above, as set out in the report of the deputy chief executive – transformation and operations to Cabinet on 3 July 2023.

CABINET RECOMMENDATION TO COUNCIL:

To proceed the allocation of a capital budget envelope of £4.6 million, being the council's share of the purchase costs of properties bought under the Local Authority Housing Fund scheme.

9 Local Authority Housing Fund 2

Cabinet, at its meeting on 3 July 2023, considered a report on the additional grant funding made available under Local Authority Housing Fund 2 (LAHF 2) to support the provision of housing for the council's refugee accommodation programme and for accommodation for general homelessness use.

The Cabinet [agenda](#) circulated to all members includes the relevant report.

Cabinet resolved to accept the Department for Levelling Up, Housing and Communities' grant of £768,000 (indicative Local Authority Housing Fund 2 allocation) to deliver four homes that meet the eligibility criteria outlined within the Local Authority Housing Fund 2 prospectus, and to authorise the deputy chief executive – transformation and operations to sign the Memorandum of Understanding with the Department for Levelling Up, Housing and Communities, which sets out the understanding between both parties for the use of funding.

CABINET RECOMMENDATION TO COUNCIL:

To add £1.92 million to the approved capital programme, part funded by Local Authority Housing Fund 2 funding of £768,000 to purchase four homes under this scheme.

10 Appointment to vacant Planning Committee position

At the annual meeting of Council held on 18 May 2023 Councillor Snowdon declined the offer of a position on the Planning Committee. There is therefore a vacant position on the committee.

Council is invited to appoint a member to the vacancy.

11 Report of the leader of the council

To receive the report of the leader of the council.

12 Questions on notice

No questions submitted from councillors in accordance with Council procedure rule 33.

13 Motions on notice

To consider motions from councillors in accordance with Council procedure rule 39.

Motion to be proposed by Councillor Robb, seconded by Councillor Van Mierlo:

Council notes that the Environment Agency, as the navigation authority, has responsibility for the maintenance of its assets along the length of the River Thames, including pump-out stations and footbridges. The River Thames and the Thames Path National Trail are key contributors to the visitor economy of South Oxfordshire and are beloved by residents.

Council also notes that:

1. Two major footbridges along the Thames Path National Trail in South Oxfordshire (Benson Weir and Marsh Lock) will be closed for some years for important safety repairs;
2. Residents and river users report that pump-out stations, used by boats to

- legally discharge their waste, including at Shiplake Lock, have been periodically out of order such that some boaters have been forced to discharge their waste directly into the river;
3. The Environment Agency has seen its funding slashed in real-terms by around one-third since 2010.

Council asks the leader to write to the Environment Agency to:

1. Seek information and assurances regarding the safety of footbridges along the Thames in South Oxfordshire and assurances that the bridges that are closed will be repaired and reopened as a matter of utmost urgency recognising the importance of a safe and accessible Thames Path to our residents and visitors;
2. Find out about the state of pump-out stations along the length of the River Thames in South Oxfordshire and what contingencies are in place for when a pump-out station is out of repair;
3. Ask the EA for assurances regarding the maintenance of pump-out stations to ensure our river is not further degraded with untreated sewage and boat waste;

Council also asks the leader to write to the Secretary of State to raise the above concerns and ask that funding for the Environment Agency is increased to allow it to properly perform its functions and maintain its assets appropriately.

14 Exclusion of the public

To consider whether to exclude members of the press and public from the meeting for the following item of business under Schedule 12A of the Local Government Act 1972 as amended on the grounds that:

- (i) it involves the likely disclosure of exempt information as defined in paragraphs 3 and 5 of Schedule 12A of the Act, and
- (ii) the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

15 Delivery and management arrangements for council-provided Local Authority Housing Fund and Service Family Accommodation housing - exempt appendices

Appendices 2 and 2A of the report of the deputy chief executive – transformation contain exempt information. Prior to any questions or discussion on the content of these appendices, Council will be invited to consider the exclusion of any public or press in attendance at the meeting as set out at agenda item 13.

Patrick Arran
Head of Legal and Democratic

Minutes



Listening Learning Leading

OF THE ANNUAL MEETING OF THE

Council

Held on Thursday 18 May 2023 at 6.00 pm

Didcot Civic Hall, Britwell Road, Didcot, OX11 7JN

Present:

Councillors: Ken Arlett, Pieter-Paul Barker, James Barlow, Tim Bearder, Robin Bennett, David Bretherton, Sam Casey-Rerhaye, Sue Cooper, Peter Dragonetti, Maggie Filipova-Rivers, Stefan Gawrysiak, Mike Giles, Kate Gregory, Georgina Heritage, Kellie Hinton, Sam James-Lawrie, Alexandrine Kantor, Katharine Keats-Rohan, Mocky Khan, Denise Macdonald, Axel Macdonald, Ben Manning, Freddie Van Mierlo, Zia Mohammed, James Norman, Andrea Powell, Leigh Rawlins, Jo Robb, David Rouane, Ed Sadler, Anne-Marie Simpson, Ian Snowdon, Andrew Tinsley, David Turner and Tony Worgan

An apology for absence was submitted on behalf of Councillor Ali Gordon-Creed

Officers: Patrick Arran, Head of Legal & Democratic and Monitoring Officer, Steven Corrigan, Democratic Services Manager, and Mark Stone, Chief Executive

1 Election of Chair

Councillor Turner left the room during consideration of this item.

Councillor Turner was nominated as chair for the 2023/24 municipal year. Councillor Rouane as proposer, Councillor Bennett as seconder and Councillors Gawrysiak, Khan and Snowdon spoke in support of the nomination.

RESOLVED: to elect Councillor Turner as Chair of the council for the 2023/24 municipal year, until the next annual meeting of the Council in May 2024.

Councillor Turner signed his declaration of acceptance of office and made an acceptance speech.

2 Appointment of Vice-Chair

Councillor Hinton was nominated as vice-chair for the 2023/24 municipal year.

Councillor Bennett as proposer, Councillor Cooper as seconder and Councillors Arlett and Khan spoke in support of the nomination.

RESOLVED: to appoint Councillor Hinton as vice-chair of the council for the 2023/24 municipal year, until the next annual meeting of the Council in May 2024.

Councillor Hinton signed her declaration of acceptance of office and made an acceptance speech.

3 Minutes

RESOLVED: to approve the minutes of the meeting held on 14 March 2023 as a correct record and agree that the Chair sign them as such.

4 Declarations of interest

None.

5 Urgent business and chair's announcements

None.

6 Appointments to committees, panels and joint committees for 2023/24

Council considered the report of the head of legal and democratic on the appointment of those committees and joint committees which are required to be politically balanced; together with the Climate Ecological Emergencies Advisory Committee, Licensing Acts Committee, Community Grants Panel and appointments to joint bodies.

The chair referred to the following recommendation, circulated at the meeting, covering these appointments and to reflect the allocation of the vacant committee position:

That for the 2023/24 municipal year Council:

1. appoints the committees and panels for the 2023/24 year and allocate seats to each political group as set out in the schedule circulated prior to the meeting;
2. appoints councillors and substitutes to sit on the committees and panels as set out in the schedule circulated prior to the meeting;
3. appoints councillors to the Licensing Acts Committee as set out in the schedule circulated prior to the meeting;
4. appoints councillors to the Climate Ecological Emergencies Advisory Committee as set out in the schedule circulated prior to the meeting;
5. appoints councillors to the Community Grants Panel as set out in the schedule circulated prior to the meeting;
6. appoints chairs and vice-chairs as set out in the schedule circulated prior to the meeting;
7. appoints Katharine Keats-Rohan as the council's representative and David Turner as substitute on the Oxfordshire Joint Health Overview and Scrutiny Committee;
8. appoints Sam Casey-Rerhaye as the council's representative and Maggie Filipova-Rivers as substitute on the Thames Valley Police and Crime Panel;
9. appoints Jo Robb, Leigh Rawlins and David Turner to the Future Oxfordshire Partnership Scrutiny Panel;
10. authorises the head of legal and democratic to make appointments to any vacant committee or panel seat and substitute positions in accordance with the wishes of the relevant group leader.

Councillor Snowdon, the non-group councillor, advised Council that he did not wish to accept the offer of a seat on the Planning Committee.

RESOLVED:

That for the 2023/24 municipal year to:

1. appoint the following committees and panels for the 2022/23 municipal year and to appoint the membership, substitutes and chairs and vice-chairs as indicated to sit on them (see table below);

Planning Committee, 11 Members				
Green (2)	Henley Residents Group (1)	Labour & Co-operative (1)	Liberal Democrat (6)	Vacancy (1)
Peter Dragonetti (Vice-Chair)	Ken Arlett	Axel Macdonald	Tim Bearder	
Ali Gordon-Creed			David Bretherton (Chair)	
			Sam James-Lawrie	
			Katharine Keats-Rohan	
			Ben Manning	
			Ed Sadler	
Preferred substitutes				
Green (3)	Henley Residents (2)	Labour & Co-operative (2)	Liberal Democrat (6)	
Sam Casey-Rerhaye	Stefan Gawrysiak	Mocky Khan	Kate Gregory	
James Norman		Denise Macdonald	Georgina Heritage	
Jo Robb			Alexandrine Kantor	
			Zia Mohammed	
			Andrew Tinsley	
			Tony Worgan	

Scrutiny Committee, 9 Members			
Green (2)	Henley Residents (1)	Labour & Co-operative (1)	Liberal Democrat (5)
James Barlow	Ken Arlett (Chair)	Mocky Khan (Vice-Chair)	Kate Gregory
Jo Robb			Katharine Keats-Rohan
			Leigh Rawlins
			David Turner
			Tony Worgan
Preferred substitutes			
Green (3)	Henley Residents (2)	Labour & Co-operative (2)	Liberal Democrat (5)
Sam Casey-Rerhaye	Stefan Gawrysiak	Axel Macdonald	Mike Giles
Peter Dragonetti	Kellie Hinton	Denise Macdonald	Alexandrine Kantor
Ali Gordon-Creed			Ben Manning
			Andrew Tinsley
			Ed Sadler

Joint Scrutiny Committee, 5 Members		
Green (1)	Henley Residents (1)	Liberal Democrat (3)
Jo Robb	Stefan Gawrysiak (Co-Chair)	Alexandrine Kantor
		Leigh Rawlins
		Ed Sadler
Preferred substitutes		
Green (3)	Henley Residents (2)	Liberal Democrat (3)
James Barlow	Ken Arlett	Kate Gregory
Sam Casey-Rerhaye	Kellie Hinton	Ben Manning
Ali Gordon-Creed		Tony Worgan

Joint Audit and Governance, 4 Members		
Green (1)	Labour & Co-operative (1)	Liberal Democrat (2)
Peter Dragonetti	Mocky Khan (Co-Chair)	Leigh Rawlins
		Tony Worgan
Preferred substitutes		
Green (3)	Labour & Co-operative (2)	Liberal Democrat (3)
James Barlow	Axel Macdonald	David Bretherton
Sam Casey-Rerhaye	Denise Macdonald	Katharine Keats-Rohan
Jo Robb		David Turner

Community Governance and Electoral Issues Committee, 6 Members			
Green (1)	HRG (1)	Labour & Co-operative (1)	Liberal Democrat (3)
James Barlow	Ken Arlett (Vice-Chair)	Mocky Khan	David Bretherton (Chair)
			Sue Cooper
			Katharine Keats-Rohan
Preferred substitutes			
Green (3)	HRG (2)	Labour & Co-operative (2)	Liberal Democrat (3)
Peter Dragonetti	Stefan Gawrysiak	Axel Macdonald	Pieter-Paul Barker
Jo Robb	Kellie Hinton	Denise Macdonald	Maggie Filipova-Rivers
			David Turner

Joint Staff Committee, 5 Members	
Green (1)	Liberal Democrat (4)
Andrea Powell	Maggie Filipova-Rivers
	Kate Gregory
	David Rouane
	Anne-Marie Simpson

Joint Staff Committee, 5 Members

Substitutes

The Leader may be substituted by another Cabinet member. Other members of the Committee may be substituted by any member of that Council’s political group (executive or non-executive).

General Licensing Committee, 12 Members

Green (3)	Henley Residents (1)	Labour & Co-operative (1)	Liberal Democrat (7)
Peter Dragonetti	Kellie Hinton	Axel Macdonald	Mike Giles
Ali Gordon-Creed			Georgina Heritage
Jo Robb (Chair)			Sam James-Lawrie
			Katharine Keats-Rohan
			Ben Manning (Vice-Chair)
			Zia Mohammed
			Leigh Rawlins

No substitutes

Licensing Acts Committee, 12 Members

Green (3)	Henley Residents (1)	Labour & Co-operative (1)	Liberal Democrat (7)
Peter Dragonetti	Kellie Hinton	Axel Macdonald	Mike Giles
Ali Gordon-Creed			Georgina Heritage
Jo Robb (Chair)			Sam James-Lawrie
			Katharine Keats-Rohan
			Ben Manning (Vice-Chair)
			Zia Mohammed
			Leigh Rawlins

No substitutes

Appeals Panel, 3 Members			
Green (1)		Liberal Democrat (2)	
Sam Casey-Rerhaye		Georgina Heritage	
		Anne-Marie Simpson	
Preferred substitutes			
Green (3)		Liberal Democrat (3)	
James Barlow		Kate Gregory	
Peter Dragonetti		Katharine Keats-Rohan	
Jo Robb		Leigh Rawlins	

Community Grants Panel, 9 Members			
Green (2)	Henley Residents (1)	Labour & Co-operative (1)	Liberal Democrat (5)
Ali Gordon-Creed	Ken Arlett	Denise Macdonald	David Bretherton
Jo Robb (Vice-Chair)			Mike Giles
			Kate Gregory
			Georgina Heritage
			Tony Worgan (Chair)
Preferred Substitutes			
Green (3)	Henley Residents (2)	Labour & Co-operative (2)	Liberal Democrat (5)
James Barlow	Stefan Gawrysiak	Mocky Khan	Tim Bearder
Sam Casey-Rerhaye	Kellie Hinton	Axel Macdonald	Katharine Keats-Rohan
Peter Dragonetti			Ben Manning
			Zia Mohammed
			David Turner

Climate Ecological Emergencies Advisory Committee, 12 Members			
Green (3)	Henley Residents (1)	Labour & Co-operative (1)	Liberal Democrat (7)
James Barlow hair)	Stefan Gawrysiak	Denise Macdonald	Mike Giles
Sam Casey-Rerhaye (C			Sam James-Lawrie
Ali Gordon-Creed			Alexandrine Kantor
			Katharine Keats-Rohan
			Ben Manning
			Leigh Rawlins
			Andrew Tinsley (Vice-Chair)
Preferred substitutes			
Greens (3)	Henley Residents (2)	Labour & Co-operative (2)	Liberal Democrat (7)
Peter Dragonetti	Ken Arlett	Mocky Khan	Pieter-Paul Barker
James Norman	Kellie Hinton	Axel Macdonald	Tim Bearder
Jo Robb			David Bretherton
			Sue Cooper
			Georgina Heritage
			Anne-Marie Simpson
			Tony Worgan

2. appoint Katharine Keats-Rohan as the council's representative and David Turner as substitute on the Oxfordshire Joint Health Overview and Scrutiny Committee;
3. appoint Sam Casey-Rerhaye as the council's representative and Maggie Filipova-Rivers as substitute on the Thames Valley Police and Crime Panel;
4. appoint Jo Robb, Leigh Rawlins and David Turner to the Future Oxfordshire Partnership Scrutiny Panel;
5. authorise the head of legal and democratic to make appointments to any vacant committee or panel seat and substitute positions in accordance with the wishes of the relevant group leader.

7 Election of leader of the council

RESOLVED: to elect David Rouane as leader of the council for a four-year period ending on the day of the next post-election annual meeting in 2027.

Councillor Rouane advised that Cabinet would comprise Pieter-Paul Barker, Robin Bennett, Sue Cooper, Maggie Filipova-Rivers, Andrea Powell, Anne-Marie Simpson and Freddie van Mierlo. Councillors Bennett and Filipova-Rivers would act as deputy leaders.

8 Allowances for Independent Persons

Council considered the report of the head of legal and democratic covering the recommendations of the Independent Remuneration Panel on the payment of an allowance to the Independent Person on the Joint Audit and Governance Committee and those Independent Persons who assist the monitoring officer with code of conduct matters.

RESOLVED: to

1. agree that an allowance of £1,768 per annum be paid to the independent member of the Joint Audit and Governance Committee with effect from the date of the appointment, the cost shared equally with Vale of White Horse District Council;
2. agree that an allowance of £583 per annum be paid to each independent person appointed by the head of legal and democratic to assist in dealing with code of conduct matters, the cost shared equally with Vale of White Horse District Council, and to be backdated to 1 April 2023;
3. agree that the allowances above be subject to annual increases in line with the increase in allowances paid to councillors; and
4. authorise the head of legal and democratic to update the councillors' allowances scheme to make reference to the allowances to independent persons set out above.

The meeting closed at 6:40pm

Chair

Date

Minutes



Listening Learning Leading

OF A SPECIAL MEETING OF THE

Council

Held on Monday 12 June 2023 at 5.00 pm

Meeting Room 1, Abbey House, Abbey Close, Abingdon, OX14 3JE

Present in the meeting room:

Councillors: Kellie Hinton (Vice-Chair in the chair), Ken Arlett, Pieter-Paul Barker, Robin Bennett, Sam Casey-Rerhaye, Sue Cooper, Maggie Filipova-Rivers, Stefan Gawrysiak, Ali Gordon-Creed, Kate Gregory, Alexandrine Kantor, Mocky Khan, Ben Manning, Andrea Powell, Jo Robb, David Rouane, Anne-Marie Simpson, Ed Sadler and Andrew Tinsley.

Apologies for absence were submitted on behalf of Councillors Barlow, Dragonetti, Giles, Heritage, Keats-Rohan, Axel Macdonald, Denise Macdonald, Mohammed, Norman, Rawlins, van Mierlo, Turner and Worgan.

Officers: Patrick Arran, Head of Legal and Democratic, and Steven Corrigan, Democratic Services Manager.

9 Declarations of interest

None.

10 Urgent business and chair's announcements

None.

11 Public participation

None.

12 Making the Tiddington with Albury Neighbourhood Development Plan

Council considered the recommendation of Councillor Simpson, Cabinet member for planning, made on 26 May 2023, to make the Tiddington with Albury Neighbourhood Development Plan part of the development plan for South Oxfordshire.

RESOLVED: to

1. To make the Tiddington with Albury Neighbourhood Development Plan, so that it becomes part of the council's development plan.
2. To authorise the head of policy and programmes, in consultation with the Cabinet member for planning and in agreement with the Qualifying Body - Tiddington with Albury Parish Council, to correct any spelling, grammatical, typographical or factual errors together with any improvements from a presentational perspective.

13 Making the Culham Neighbourhood Development Plan

Council considered the recommendation of Councillor Simpson, Cabinet member for planning, made on 26 May 2023, to make the Culham Neighbourhood Development Plan part of the development plan for South Oxfordshire.

Council noted the thanks from the Culham Neighbourhood Plan Committee to officers in the Neighbourhood Planning team for their guidance and support during the making of the plan.

RESOLVED: to

1. make the Culham Neighbourhood Development Plan, so that it becomes part of the council's development plan.
2. authorise the head of policy and programmes, in consultation with the Cabinet member for planning and in agreement with the Qualifying Body - Culham Parish Council, to correct any spelling, grammatical, typographical or factual errors together with any improvements from a presentational perspective.

The meeting closed at 5.10pm

Chair

Date

--