

Tuesday, 16 May 2023

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ANNUAL COUNCIL

You are summoned to a meeting of Annual Council which will be held in the Council Chamber, Woodgreen, Witney OX28 1NB on **Wednesday, 24 May 2023 at 2.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Council

Councillors: Julian Cooper (Chair for 2022/23), Andrew Coles (Vice-Chair for 2022/23), Joy Aitman, Alaa Al-Yousuf, Lidia Arciszewska, Thomas Ashby, Hugo Ashton, Andrew Beaney, Michael Brooker, David Cooper, Rachel Crouch, Colin Dingwall, Jane Doughty, Duncan Enright, Phil Godfrey, Andy Goodwin, Andy Graham, Jeff Haine, David Jackson, Edward James, Mark Johnson, Natalie King, Liz Leffman, Nick Leverton, Dan Levy, Andrew Lyon, Charlie Maynard, Martin McBride, Michele Mead, David Melvin, Lysette Nicholls, Mathew Parkinson, Rosie Pearson, Rizvana Poole, Elizabeth Poskitt, Andrew Prosser, Carl Rylett, Geoff Saul, Sandra Simpson, Alaric Smith, Ruth Smith, Harry St John, Tim Sumner, Dean Temple, Liam Walker, Mark Walker, Adrian Walsh, Alex Wilson and Alistair Wray

Recording of Proceedings – The law allows the public proceedings of Council, Executive, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Democratic Services officers know prior to the start of the meeting.

AGENDA

1. **Election of Chair for 2023/24**

Purpose:

To elect a Councillor, other than a Member of the Executive, to be the Chair of Council.

Recommendation:

That Council resolves to elect a Chair of the Council for a term of office extending to the start of the Annual Council meeting in May 2024.

2. **Appointment of Vice-Chair for 2023/24**

Purpose:

To elect a Councillor, other than a Member of the Executive, to be the Vice-Chair of Council.

Recommendation:

That Council resolves to elect a Vice-Chair of the Council for a term of office extending to the start of the Annual Council meeting in May 2024.

3. **Apologies for Absence**

To receive any apologies for absence from Members of the Council.

4. **Declarations of Interest**

To receive any declarations of interest from Members of the Council on any items to be considered at the meeting.

5. **Minutes of Previous Meeting (Pages 5 - 20)**

To approve the minutes of the previous meeting of Council, held on Wednesday 22 March 2023.

6. **Receipt of Announcements**

To receive any announcements from the Chair, Chief Executive, Chief Finance Officer and Interim Monitoring Officer.

7. **Vote of thanks to the retiring Chair and Vice-Chair**

To give a vote of thanks to the retiring Chair and Vice-Chair of the Council.

8. **Election of the Leader of the Council**

Purpose:

To elect a Councillor to the position of Leader of the Council.

Recommendation:

That Council resolves to elect a Leader of the Council for a term of office extending to the Annual Meeting of Council immediately following the Councillor's normal date of retirement (i.e. for a member elected in May 2023, their term as Leader would extend to the Annual Meeting of Council in May 2027).

9. **Report of the Leader**

Purpose:

To receive a report from the Leader on the appointment of the Deputy Leader,

Executive Members, Joint Executive Arrangements and the Executive Scheme of Delegations (Part 4 of the [Constitution](#)).

Recommendation:

That Council resolves to note the Report of the Leader.

10. **Return of the Returning Officer (Pages 21 - 24)**

Purpose:

To receive a return from the Council's Returning Officer following the local elections held on 4 May 2023.

Recommendation:

To note the return of the Council's Returning Officer.

11. **Appointment of Members to the Council's Committees, including Substitute Members.**
(Pages 25 - 30)

Purpose:

To establish the Council's Committees for the 2023/24 municipal year and appoint members to committees and working groups:

- To establish the Council Committees as defined in Part 3 of the Council's Constitution, for the Civic Year 2023/24.
- To establish the allocation of seats to political groups based on political proportionality;
- To appoint members to Council Committees for the Civic Year 2023/24;
- To make appointments to the positions of Chair and Vice Chair of Council Committees for the Civic Year 2023/24.
- To agree that Committee meetings held in Committee Room 1 will be "live-streamed" using the Council's new webcasting system.
- To agree to a joint meeting of the Climate and Environment Overview & Scrutiny Committee and Economic and Social Overview and Scrutiny Committee being held on 8 June 2023 at 4.00pm to consider the West Eynsham Area Masterplan.
- To re-establish the Constitution Working Group and request that it considers options for the structure of the Council's Overview and Scrutiny Committees.

Recommendation:

That Council **Resolves** to:

1. AGREE to establish the Council's Committees as defined in Part 3 of the Council's Constitution, for the Civic Year 2023/24;
2. DETERMINE that, in accordance with Section 15 of the Local Government and Housing Act 1989 ("the Act"), the Council shall continue to apply the political balance provisions under the Act to committees as shown in Annex A (to follow).
3. APPOINT Councillors to serve on the Council's Committees and working groups as set out in Annex B (to follow) for a term of office expiring at the next Annual Meeting of the Council;
4. APPOINT Chair and Vice-Chair for the Council's Committees and working groups as shown in Annex B (to follow);
5. NOTE the arrangements for substitutions set out in part 4 of the report;
6. AGREE that meetings held in Committee Room 1 will be live streamed to the Council's website for public viewing;
7. AGREE that a joint meeting of the Economic and Social, and Climate &

Environment Overview and Scrutiny Committees will take place on Thursday 8 June 2023 at 4.00pm, to consider the West Eynsham Area Masterplan.

8. REQUEST that the Constitution Working Group considers options for the structure of the Council's Overview and Scrutiny Committees and reports back to a future meeting of Council.

12. **Scheme of Officer delegations**

Purpose:

Annual Council is required by the Constitution to adopt the Constitution and agree the Scheme of Officer Delegations, other than those relating to Executive functions.

Recommendation:

That Council resolves to adopt the Council's Constitution and agree the Scheme of Officer Delegations, other than those relating to Executive functions, as set out in Part 4 of the [Constitution](#).

(END)