



To: **Members of the Cabinet**

## ***Notice of a Meeting of the Cabinet***

**Tuesday, 19 October 2021 at 2.00 pm**

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

Please note that Council meetings are currently taking place in-person (not virtually) with Covid precautions at the venue. Meetings will continue to be live-streamed and those who wish to view them are strongly encouraged to do so online to minimise the risk of Covid-19 infection.

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

If you still wish to attend this meeting in person, you must contact the Committee Officer by 9am four working days before the meeting and they will advise if you can be accommodated at this meeting and of the detailed Covid-19 safety requirements for all attendees.

**Please note that in line with current government guidance *all* attendees are strongly encouraged to take a lateral flow test in advance of the meeting.**

Yvonne Rees  
Chief Executive

October 2021

*Committee Officer:* **Colm Ó Caomhánaigh**  
*Tel:* 07393 001096; *E-Mail:*  
[colm.oocaomhanaigh@oxfordshire.gov.uk](mailto:colm.oocaomhanaigh@oxfordshire.gov.uk)

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### **Membership**

#### *Councillors*

|                     |  |
|---------------------|--|
| Liz Leffman         | Leader of the Council                          |
| Liz Brighthouse OBE | Deputy Leader of the Council                   |
| Glynis Phillips     | Cabinet Member for Corporate Services          |
| Neil Fawcett        | Cabinet Member for Community Services & Safety |
| Dr Pete Sudbury     | Cabinet Member for Climate Change Delivery &   |

County Hall, New Road, Oxford, OX1 1ND

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Environment

|                |  |
|----------------|--|
| Tim Bearder    | Cabinet Member for Highways Management           |
| Duncan Enright | Cabinet Member for Travel & Development Strategy |
| Calum Miller   | Cabinet Member for Finance                       |
| Jenny Hannaby  | Cabinet Member for Adult Social Care             |
| Mark Lygo      | Cabinet Member for Public Health & Equality      |

*The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 27 October 2021 unless called in by that date for review by the appropriate Scrutiny Committee.*

*Copies of this Notice, Agenda and supporting papers are circulated to all Members of the County Council.*

*Date of next meeting: 16 November 2021*

## 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](mailto: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.**

# AGENDA

## 1. Apologies for Absence

## 2. Declarations of Interest

- guidance note opposite

## 3. Minutes (Pages 1 - 18)

To approve the minutes of the meeting held on 21 September 2021 (CA3) and to receive information arising from them.

## 4. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

## 5. Petitions and Public Address

*This Cabinet meeting will be held virtually in order to conform with current guidelines regarding social distancing. Normally requests to speak at this public meeting are required by 9 am on the day preceding the published date of the meeting. However, during the current situation and to facilitate these new arrangements we are asking that requests to speak are submitted by no later than 9am four working days before the meeting i.e. 9 am on Wednesday 13 October 2021. Requests to speak should be sent to [colm.ocaomhanaigh@oxfordshire.gov.uk](mailto:colm.ocaomhanaigh@oxfordshire.gov.uk) together with 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 9 am 2 working days before the meeting.*

*Where a meeting is held virtually and the addressee is unable to participate virtually their written submission will be accepted.*

*Written submissions should be no longer than 1 A4 sheet.*

## **6. Business Management & Monitoring Report - August 2021 (Pages 19 - 106)**

*Cabinet Member:* Cabinet Member for Finance

*Forward Plan Ref:* 2021/079

*Contact:* Louise Tustian, Head of Insight & Corporate Programmes Tel: 07741 607452/  
Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163

Report by Corporate Director Customers & Organisational Development and Director of Finance (**CA6**).

This report sets out Oxfordshire County Council's (OCC's) progress towards Corporate Plan priorities for 2021/22 – August 2021. This Cabinet report will concentrate on the latest performance and risk position (August 21).

### **Cabinet is RECOMMENDED**

- a) **To note August business management and monitoring report.**
- b) **To approve the virement set out in Annex C -2b;**
- c) **To approve the transfer of the Tax Income Guarantee Scheme grant to the Business Rates Reserve as set out in Annex C paragraph 77**

## **7. Capital Programme Monitoring Report - August 2021 (Pages 107 - 122)**

*Cabinet Member:* Finance

*Forward Plan Ref:* 2021/078

*Contact:* Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163

Report by Director of Finance (**CA7**).

This report is the second monitoring report and Capital Programme update for 2021/22. Cabinet considered the first monitoring report for 2021/22 at its meeting on 20 July 2021. This update sets out the monitoring position based on activity to the end of August 2021. It also provides an update to the Capital Programme overview approved by Council in July 2021 taking into account additional funding and new schemes.

### **The Cabinet is RECOMMENDED to:**

- a) **Agree that the following scheme should be added to the capital programme:**
  - **a provisional budget allocation of £1.2m towards a new Free School in Faringdon for pupils with Special Educational Needs and Disabilities (SEND).**
- b) **Approve the updated Capital Programme at Annex 2.**

**8. Budget & Business Planning Report - 2022/23 - October 2021 (Pages 123 - 156)**

*Cabinet Member:* Finance

*Forward Plan Ref:* 2021/047

*Contact:* Kathy Wilcox, Head of Financial Strategy Tel: 07788 302163

Report by Director of Finance (**CA8**).

This report is the first in the series on the budget and business planning process for the forthcoming year and forms context and background information ahead of and part of the process which will culminate in Council setting a budget for 2022/23; a medium-term financial strategy to 2025/26 and capital programme to 2031/32 in February 2022.

**The Cabinet is RECOMMENDED to:**

- a) **Endorse the report;**
- b) **Approve the budget and business planning process for 2022/23; and**
- c) **Approve a four-year period for the medium-term financial strategy to 2025/26 and ten-year period for the capital programme to 2031/32.**

**9. Oxfordshire's Homelessness and Rough Sleeping Strategy (Pages 157 - 192)**

*Cabinet Member:* Adult Social Care

*Forward Plan Ref:* 2021/157

*Contact:* Marie Cacace, Commissioning Manager, Housing and Homelessness Tel: 07765 197952

Report by Interim Assistant Director Housing and Social Care Commissioning (**CA9**).

To seek approval of the final version of Oxfordshire's Homelessness Strategy which, has been out for public consultation and amended as a result of the public's feedback.

**Cabinet is RECOMMENDED to agree Oxfordshire's draft homelessness and rough sleeping strategy 2021-2026 (annex 1).**

**10. Local Transport and Connectivity Plan (LTCP) (Pages 193 - 368)**

*Cabinet Member:* Highway Management and Travel & Development Strategy

*Forward Plan Ref:* 2021/101

*Contact:* Melissa Goodacre, Infrastructure Strategy Team Leader Tel: 07825 314780/Joseph Kay, Strategic Transport Lead Tel: 07827 979234

Report by Corporate Director for Environment & Place (**CA10**).

To seek agreement of the LTCP document and supporting strategies for public consultation.

\*\*\* The draft Plan (Annex 1) is included in this agenda pack. The other documents (Annexes 2-7) are published separately as Supplementary Documents due to their size and number. \*\*\*

**Cabinet is RECOMMENDED to**

- a) **endorse the content of the LTCP document, and the supporting strategies as the basis for public consultation, commencing in November 2021 for a period of 6 weeks, and**
- b) **delegate the decision on the final LTCP document, including graphical format to the Corporate Director for Environment and Place in consultation with the Cabinet Member for Highways Management and Cabinet Member for Travel and Development Strategy.**

## **11. National Bus Strategy - Proposal for an Oxfordshire Bus Improvement Plan (Pages 369 - 414)**

*Cabinet Member:* Highway Management

*Forward Plan Ref:* 2021/072

*Contact:* John Disley, Infrastructure Strategy & Policy Manager Tel: 07767 006742

Report by Corporate Director – Environment & Place (CA11).

This report updates Cabinet on the Bus Service Improvement Plan (BSIP) being prepared for submission to Cabinet at the end of October.

**Cabinet Members are RECOMMENDED to**

- a) **Approve the Bus Service Improvement Plan, including the bidding list of schemes and other interventions proposed for inclusion in the document, to be submitted to Government by the end of October 2021, subject to further refinement before submission.**
- b) **Support the increased priority and investment to promote buses and the need for much closer joint working required in the forthcoming Enhanced Partnership, recognising the requirements for increased Council staffing and budget to support this area.**
- c) **Delegate authority to the Corporate Director Environment and Place to make any necessary changes to the Bus Service Improvement Plan in consultation with the Cabinet Member for Highways Management and the Cabinet Member for Travel and Development Strategy.**

## **12. Countywide 20mph Policy and New Approach (Pages 415 - 428)**

*Cabinet Member:* Highway Management

*Forward Plan Ref:* 2021/135

*Contact:* Paul Fermer, Assistant Director Community Operations Tel: 07825 273984

Report by Corporate Director Environment & Place (**CA12**).

This paper requests Cabinet approval of a new countywide 20mph speed restriction approach in areas that have traditionally mainly been 30mph limits. To accommodate this change there is a requirement for a new 20mph speed policy and the development of a new procedure to aid their implementation.

**The Cabinet is RECOMMENDED to**

- a) **approve the update of the County Council's Speed Limit Policy statement as attached at ANNEX A.**
- b) **approve the criteria for consideration of 20mph at ANNEX B and the Funding Prioritisation Framework at ANNEX C to manage funding requests and the overall programme.**
- a) **endorse the proposed approach to implementing 20mph speed restrictions across Oxfordshire which better reflects local requirements and aspirations.**

**13. Review of the Oxfordshire Minerals & Waste Local Plan Part 1 - Core Strategy (Pages 429 - 462)**

*Cabinet Member:* Climate Change Delivery & Environment

*Forward Plan Ref:* 2021/083

*Contact:* Kevin Broughton, MWLP Manager Tel: 07979 704458

Report by Corporate Director Environment & Place (**CA13**).

The County Council is responsible for preparing the Minerals and Waste Local Plan. This will guide all future Minerals and Waste development across the County to 2031. This report relates to Part 1 of 2: the Core Strategy.

**The Cabinet is RECOMMENDED to endorse the proposed progression of the Minerals and Waste Local Plan and to delegate to the Corporate Director, Environment and Place, in consultation with the Cabinet Member for Climate Change Delivery and Environment, the final production of consultation documents relating to the Core Strategy review.**

**14. Minerals & Waste Development Scheme (Pages 463 - 492)**

*Cabinet Member:* Climate Change Delivery & Environment

*Forward Plan Ref:* 2021/154

*Contact:* Charlotte Simms, MWLP Principal Planner Tel: 07741 607726

Report by Corporate Director Environment & Place (**CA14**).

To seek approval of the Minerals and Waste Development Scheme, which the County Council must prepare and maintain, setting out the Council's programme for preparing the Minerals and Waste Local Plan.

**The Cabinet is RECOMMENDED to:**



- a) **Approve the Oxfordshire Minerals and Waste Development Scheme (Twelfth Revision) October 2021 at Annex 1, in order to have effect from 1<sup>st</sup> November 2021.**
- b) **Delegate any final detailed amendment and editing to the Corporate Director Environment and Place, in consultation with the Cabinet Member for Climate Change and Environment.**

## **15. Delegated Powers - August 2021 (Pages 493 - 494)**

*Cabinet Member:* Leader

*Forward Plan Ref:* 2021/080

*Contact:* Colm Ó Caomhánaigh, Committee Officer Tel: 07393 001096

Report by Director of Law & Governance (**CA15**).

To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.1 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for Scrutiny call-in.

**Cabinet is RECOMMENDED to note the executive decisions taken under delegated powers, set out in paragraph 4.**

## **16. Forward Plan and Future Business (Pages 495 - 500)**

*Cabinet Member:* All

*Contact Officer:* Alison Bartlett, Democratic Support Officer Tel: 07741 607515

The Cabinet Procedure Rules provide that the business of each meeting at the Cabinet is to include “updating of the Forward Plan and proposals for business to be conducted at the following meeting”. Items from the Forward Plan for the immediately forthcoming meetings of the Cabinet appear in the Schedule at **CA**. This includes any updated information relating to the business for those meetings that has already been identified for inclusion in the next Forward Plan update.

The Schedule is for noting, but Cabinet Members may also wish to take this opportunity to identify any further changes they would wish to be incorporated in the next Forward Plan update.

***The Cabinet is RECOMMENDED to note the items currently identified for forthcoming meetings.***

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