

Items for Decision

1. Declarations of Interest

See guidance below.

2. 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 Member'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.

3. Petitions and Public Address

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection.

Requests to speak must be submitted by no later than 9am four working days before the meeting. Requests to speak should be sent to 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 9 am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

4. Supported Transport Fleet (x71 Vehicles) (Pages 1 - 6)

Cabinet Member: Finance

Forward Plan Ref: 2024/208

Contact: Chris Douglas, One Fleet Senior Programme Manager
(Chris.Douglas@oxfordshire.gov.uk)

Report by Executive Director for Resources and Section 151 Officer (**CMDF4**).

The Cabinet Member is RECOMMENDED to:

- (a) **Endorse the approach and proposals to provide Supported Transport with new leases for 71 vehicles engaged in home to school transport for children with special educational needs**
- (b) **Authorise Officers to prepare and commence the procurement of the leases for those 71 vehicles.**
- (c) **Approve delegated authority to the Director of Property and Assets, to award, following a compliant procurement process, of 71 new leases for Supported Transport accessible minibuses, providing essential home to school transport for children with special educational needs.**

5. Vehicle Hire Solution (Pages 7 - 12)

Cabinet Member: Finance

Forward Plan Ref: 2024/209

Contact: Chris Douglas, One Fleet Senior Programme Manager

(Chris.Douglas@oxfordshire.gov.uk)

Report by Executive Director for Resources and Section 151 Officer (**CMDF5**).

The Cabinet Member is RECOMMENDED to authorise the Director of Property and Assets to award, following completion of a compliant procurement process, new contract(s) for vehicle hire to support staff business travel needs across the County Council.

EXEMPT ITEM

In the event that any Member or Officer wishes to discuss the information set out in the annex to Agenda Item 6, the Cabinet Member will be invited to resolve to exclude the public for the consideration of the annex by passing a resolution in the following terms:

"that the public be excluded during the consideration of the annex since it is likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda".

NOTE: The report does not contain exempt information and is available to the public

THE ANNEX TO THE ITEM NAMED HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

6. Purchase of 20-23 Bridge Street, Banbury (Pages 13 - 22)

Cabinet Member: Finance

Forward Plan Ref: 2024/210

Contact: Henry White, Operational Manager Property Strategy

(Henry.white@oxfordshire.gov.uk)

Report by Executive Director of Resources and Section 151 Officer (**CMDF6**)

The information in this case is exempt in that it falls within the following prescribed categories:

3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)

and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The annex containing exempt information under the above paragraph is attached.

The Cabinet Member is RECOMMENDED to

- a) **Approve as a key decision the purchase of a property in Banbury Town Centre for the purposes of re-providing Banbury Library and other Oxfordshire County Council (OCC) uses.**
- b) **Delegate authority to the Executive Director of Resources and Section 151 Officer, in consultation with the Director of Property and Assets; Director of Law & Governance and Monitoring Officer; and the Cabinet Member for Finance to consider Officer recommendations and agree the final purchase price and terms.**

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.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then 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;
- b) 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.