



To: **Members of the Cabinet**

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

**Tuesday, 13 October 2020 at 2.00 pm**

### **Virtual**

Please note that due to guidelines imposed on social distancing by the Government the meeting will be held virtually. If you wish to view proceedings please click on this [Live Stream Link](#)  
However, that will not allow you to participate in the meeting

Yvonne Rees  
Chief Executive

October 2020

Committee Officer: **Sue Whitehead**  
Tel: 07393 001213; E-Mail: [sue.whitehead@oxfordshire.gov.uk](mailto:sue.whitehead@oxfordshire.gov.uk)

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### **Membership**

#### *Councillors*

Ian Hudspeth	Leader of the Council
Mrs Judith Heathcoat	Deputy Leader
Lawrie Stratford	Cabinet Member for Adult Social Care & Public Health
Steve Harrod	Cabinet Member for Children & Family Services
Ian Corkin	Cabinet Member for Council Business & Partnerships
Lorraine Lindsay-Gale	Cabinet Member for Education & Cultural Services
Yvonne Constance OBE	Cabinet Member for Environment
David Bartholomew	Cabinet Member for Finance
Liam Walker	Cabinet Member for Highways Delivery & Operations
Mark Gray	Cabinet Member for Local Communities

*The Agenda is attached. Decisions taken at the meeting*

*will become effective at the end of the working day on Wednesday 21 October 2020  
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: 17 November 2020*

## 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 - 12)

To approve the minutes of the meeting held on 15 September 2020 (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 7 October 2020. Requests to speak should be sent to [sue.whitehead@oxfordshire.gov.uk](mailto:sue.whitehead@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. Budget & Business Planning Report - 2021/22 - October 2020 (Pages 13 - 46)**

*Cabinet Member: Finance*

*Forward Plan Ref: 2020/064*

*Contact: Hannah Doney, Head of Corporate Finance Tel: 07584 174654*

Report by Director of Finance (**CA6**).

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 2021/22; a medium term financial strategy to 2025/26 and capital programme to 2029/30 and a Corporate Plan in February 2021.

**The Cabinet is RECOMMENDED to:**

- (a) Note the report;**
- (b) Approve the Budget and Business Planning Process for 2021/22; and**
- (c) Approve a five-year period for the Medium Term Financial Strategy to 2025/26 and ten-year period for the Capital Programme to 2030/31.**

**7. Business Management & Monitoring Report - August 2020 (Pages 47 - 120)**

*Cabinet Member: Deputy Leader of the Council and Cabinet Member for Finance*

*Forward Plan Ref: 2020/089*

*Contact: Louise Tustian, Head of Insight & Corporate Programmes Tel: 07741 607452/Hannah Doney, Head of Corporate Finance Tel: 07584 174654*

Report by Corporate Director Customers & Organisational Development and Director of Finance (**CA7**).

The report sets out Oxfordshire County Council's (OCC's) progress towards Corporate Plan priorities for 2020/21 August 2020.

***Cabinet is RECOMMENDED to:***

***note this month's business management and monitoring report; and agree virements set out in Annex 2b.***

## 8. **Emergency Active Travel - Temporary Bus Gates** (Pages 121 - 184)

*Cabinet Member:* Environment

*Forward Plan Ref:* 2020/122

*Contact:* Joanne Fellows, Growth Manager (Central) Tel: 07990 368897

Report by Director for Planning & Place (**CA8**).

This report seeks a decision on the introduction of temporary bus gates in Oxford city centre as part of the council's transport response to the COVID-19 pandemic. The report outlines the results of an online survey of public and stakeholder opinion on the temporary bus gate proposals, along with an analysis of the costs, risks, and longer term strategic implications of the scheme.

**Cabinet is RECOMMENDED to**

- (a) recognise the council's current commitments to deliver a wide range of transport initiatives across the county along with its ongoing focus on Oxford city;**
- (b) welcome the level of response received to the temporary bus gates (Oxford city centre) survey and the wider debate that this stimulated;**
- (c) recognise the wide range of important issues raised by those opposing, supporting, and undecided about the temporary city centre bus gates;**
- (d) not proceed with the temporary bus gates both in recognition of the split of local opinion and in consideration of their likely impact upon the council's wider strategic transport strategy and resources, and to use the invaluable feedback received to inform the development of the council's wider transport strategy;**
- (e) subject to (d) above, work with Oxford City Council and other partners to accelerate, where feasible, work on the council's wider transport strategy including the provision of bus gates as part of the Connecting Oxford programme, as well as the Zero Emission Zone, the active transport programme, and measures to improve bus journey times and encourage COVID-secure bus use.**

## 9. **Equalities, Diversity and Inclusion Policy** (Pages 185 - 240)

*Cabinet Member:* Local Communities

*Forward Plan Ref:* 2020/113

*Contact:* Sam Shepherd, Senior Policy Officer Tel: 07789 088173

Report by Corporate Director for Customers & Organisational Development (**CA9**).

Oxfordshire County Council takes its obligations and commitments to equalities, diversity and inclusion very seriously. This update of the council's equality policy has

been undertaken in partnership with Cherwell District Council to align approaches in a joint policy. This is in line with the agreed principles of joint working. It reflects the serious inequalities within our communities highlighted by the Director of Public Health Annual Report, the Black Lives Matter movement and the disproportionate impacts of COVID-19.

This item highlights the need for change, describes the process to update the County Council policy and describes what we want to be different as a result of the work. It seeks Cabinet agreement on the 'Including Everyone. Equalities, Diversity and Inclusion Framework' and its initial Action Plan.

The work supports delivery of the Council's 'Thriving Communities' vision due to the cross-cutting nature of equalities, diversity and inclusion. It also aligns with the Director of Public Health Report: 'Some are more equal than others'.

***Cabinet is RECOMMENDED to:***

- (a) AGREE the Including Everyone, Equalities, Diversity and Inclusion Framework, as contained within Annex 1;***
- (b) DELEGATE to the Corporate Director for Customers and Organisational Development, in consultation with the Cabinet member for Local Communities, consideration of any amendments proposed through the decision-making process at Cherwell District Council;***
- (c) AGREE the initial Including Everyone, Action Plan, as contained within Annex 2.***

## **10. Climate Action Framework (Pages 241 - 264)**

*Cabinet Member:* Environment

*Forward Plan Ref:* 2020/116

*Contact:* Sarah Gilbert, Climate Action Team Leader Tel: 07867 467797

Report by Corporate Director – Place & Growth (**CA10**).

Oxfordshire County Council declared a climate emergency in April 2019, pledging to be carbon neutral by 2030 for its own operations and estate. The climate emergency declaration was followed by a public commitment in November 2019 to prioritise action on climate change across the council's decision-making, services and activities.

This paper introduces the framework that has been developed to guide the council's approach to climate action and provides an update on the joint work being done by OCC and CDC in this area.

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

- (a) Approve the Climate Action Framework (Annex 1) to drive the council's work on Climate Action***
- (b) Note the work taking place to mobilise joint CDC/OCC Climate Action programme.***

**11. The Oxfordshire Safeguarding Children's Board Annual Reports (including Board, Quality Assurance and Case Review Work) (Pages 265 - 298)**

*Cabinet Member:* Children & Family Services/Education & Cultural Services  
*Forward Plan Ref:* 2020/083  
*Contact:* Kay Bishop, OSCD Business Manager Tel: 07786 692370

Report by Independent Chair of Oxfordshire Safeguarding Children's Board (**CA11**).

The OSCB Annual Report sets out the challenges of the ongoing demand on the system with neglect being a key feature; the need to keep children safe in full-time education and the contextual safeguarding risks that exist for children outside of their home environment. The report acknowledges that, as 'system issues', they will need 'system leaders' e.g. political leaders, headteachers, senior managers to bring a collective focus on them to deliver change. The report also highlights a number of examples of good practice including the increase in support to families at an early stage; the multi-agency practice guides following case review and audits; the escalation of safeguarding issues to board level and the safeguarding training of approximately 10,000 local practitioners.

The Performance Audit and Quality Assurance subgroup scrutinizes the effectiveness of safeguarding practice. This annual report summarises the common themes for learning and improvement to support vulnerable children. It concludes that challenges for the safeguarding partnership are to not lose sight of the individual needs of children; to keep children safe from neglect and to take individual responsibility for our role in the safeguarding partnership. The report has evidence of high standards of partnership working and acknowledges the complex challenges faced by workers.

The Case Review and Governance Annual report outlines the framework in terms of Child Practice Safeguarding Reviews. It summarises the learning from all case reviews and reflects that the findings are not dissimilar to those of the National Triennial Review of cases e.g. neglect, difficult family circumstances, the vulnerability of adolescents and the role of schools in keeping children safe. It provides links to the ten most common learning points and practice improvement guides.

***Cabinet is RECOMMENDED to note the reports.***

**12. Oxfordshire Safeguarding Adult Board Annual Report - 2019-20 (Pages 299 - 312)**

*Cabinet Member:* Adult Social Care & Public Health  
*Forward Plan Ref:* 2020/100  
*Contact:* Steven Turner, OSAB Business Manager Tel: (01865) 328993

Report by Independent Chair of Oxfordshire Adults Safeguarding Board (**CA12**).



The OSAB is required to report annually on the work of the Board and of its partners, assessing the position of the partnerships in relation to the safeguarding adults at risk within Oxfordshire.

***Cabinet is RECOMMENDED to note the priorities for 2020-21.***

**13. Civil Parking Enforcement within Cherwell, South & Vale Districts**  
(Pages 313 - 474)

*Cabinet Member:* Environment

*Forward Plan Ref:* 2020/099

*Contact:* Paul Fermer, Assistant Director Community Operations

Report by Director of Community Operations (**CA13**).

Oxfordshire County Council were formally approached by South Oxfordshire and Vale of White Horse to work jointly with them to investigate the feasibility of implementing CPE within their Districts. The scope of this was broadened to look at the county as a whole and include Cherwell in the investigation. CPE is already in place in Oxford City and West Oxfordshire. The investigation found CPE was appropriate for all remaining districts across Oxfordshire.

Officers are now seeking approval from Cabinet to make a formal application to the Department for Transport to implement CPE across the remaining districts

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

- (a) ***Approve the submission of an application of the Department for for the introduction of a Special Enforcement Area (SEA) and bus lane enforcement powers across the districts of Cherwell, South Oxfordshire and Vale of White Horse to provide Civil Parking Enforcement (CPE).***
- (b) ***Support the proposal for Oxfordshire County Council to manage this new 'on street' service.***

**14. England's Economic Heartland draft Transport Strategy Consultation; Response from Oxfordshire County Council (EEH Consultation Period - 14 July to 3 October)** (Pages 475 - 502)

*Cabinet Member:* Environment

*Forward Plan Ref:* 2020/101

*Contact:* James Gagg, Infrastructure Strategy Team Leader (Interim) Tel: 07776 997303

Report by Director of Planning & Place (**CA14**).

This report gives context to the proposed OCC response to the draft EEH Transport Strategy, set out in Annex 1. It sets out the background to development of the EEH Transport Strategy and summarises the proposed consultation response. It also considers the proposals for the establishment of EEH as a statutory sub-national

transport body and the powers and responsibilities that this would (or could) have. Finally, it covers key points for consideration on corporate polices and priorities, finance, sustainability and equality, and risk management.

***Cabinet is RECOMMENDED to endorse the Oxfordshire County Council Response to the England's Economic Heartland Draft Transport Strategy as included in Annex 1.***

## **15. Delegated Powers - October 2020**

*Cabinet Member: Leader*

*Forward Plan Ref: 2020/082*

*Contact: Sue Whitehead, Principal Committee Officer Tel: 07393 001213*

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.

## **16. Forward Plan and Future Business (Pages 503 - 506)**

*Cabinet Member: All*

*Contact Officer: Sue Whitehead, Committee Services Manager Tel: 07393 001213*

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 **CA16**. 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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