



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 17 June 2025 at 2.00 pm

Room 2&3 - County Hall, New Road, Oxford OX1 1ND

If you wish to view proceedings online, please click on this [Live Stream Link](#).

Martin Reeves
Chief Executive

June 2025

Committee Officer: **Chris Reynolds**

Tel: 07542 029441; E-Mail: chris.reynolds@oxfordshire.gov.uk

Membership

Councillors

Liz Leffman	Leader of the Council
Neil Fawcett	Deputy Leader of the Council and Cabinet Member for Resources
Tim Bearder	Cabinet Member for Adults
Andrew Gant	Cabinet Member for Transport Management
Sean Gaul	Cabinet Member for Children and Young People
Kate Gregory	Cabinet Member for Public Health and Inequalities
Jenny Hannaby	Cabinet Member for Community Wellbeing and Safety
Ben Higgins	Cabinet Member for Future Economy and Innovation
Dan Levy	Cabinet Member for Finance, Property and Transformation
Judy Roberts	Cabinet Member for Place, Environment and Climate Action

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 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: 15 July 2025



AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note below

3. Minutes (Pages 1 - 8)

To approve the minutes of the meetings held on 20 March and 22 April 2025 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 three working days before the meeting, ask a question on an item on the agenda.

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.

5. Petitions and Public Address

Members of the public who wish to speak on an item on the agenda at this meeting, or present a petition, can attend the meeting in person or 'virtually' through an online connection.

Requests to present a petition must be submitted no later than 9am ten working days before the meeting.

Requests to speak must be submitted no later than 9am three working days before the meeting.

Requests should be submitted 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 9am on the day of the meeting. Written submissions should be no longer than 1 A4 sheet.

6. Appointments 2025-26 (Pages 9 - 20)

Cabinet Member: Leader
Forward Plan Ref: 2025/030
Contact: Chris Reynolds, Senior Democratic Services Officer,
chris.reynolds@oxfordshire.gov.uk

Report by Director of Law and Governance and Monitoring Officer

The Annex provided in the agenda pack contains the list of the bodies to which appointments will be made. The nominations will be circulated in advance of the meeting.

The Cabinet is RECOMMENDED to agree the appointments to the bodies set out in the Annex to this report.

7. Reports from Scrutiny Committees (Pages 21 - 60)

Cabinet will receive the following Scrutiny reports:-

Education and Young People Overview and Scrutiny Committee reports on:-

- a) Report of the Virtual School – to follow
- b) Update of Children's Homes – to follow
- c) Home to School Transport Policy – to follow if the Committee makes recommendations on Friday

Performance and Corporate Services Overview and Scrutiny Committee reports on:-

- d) Local Enterprise Partnership Integration – to follow
- e) Business Management and Monitoring Report – to follow

Place Overview and Scrutiny Committee reports on:-

- f) Report of the Transport Working Group - attached
- g) s.106 Improvement Project - attached
- h) Rail Strategy – to follow

8. Home to School Transport & Post 16 Travel Policy 2025-26 (Pages 61 - 172)

Cabinet Member: Children and Young People
Forward Plan Ref: 2025/076
Contact: Stephen Good, Home to School Transport Programme Manager
Stephen.good@oxfordshire.gov.uk

Report by Director of Children's Services

The existing Home to School Transport Policies were last consulted upon in 2014 (Compulsory School Age) and 2018 (Post 16). DfE Guidance was last updated in 2019 for Post 16 Travel and in 2023 and 2024 for Compulsory School Age.

Local authorities should keep their school travel policy under regular review to ensure it continues to meet local needs and comply with statutory requirements. Due to the

significant time that had passed since the previous consultations, a review of the policies was undertaken in 2024. The purpose of the review was to ensure alignment with the Council's statutory obligations and identify existing areas of discretionary provision.

The Cabinet is RECOMMENDED TO

- a) **ENDORSE the recommendations following analysis of the public consultation feedback in relation to the Home to School Travel and Transport Policy 2025/26 onwards for Reception to Year 11.**
- b) **AGREE to the adoption of the proposed Post 16 Transport Policy Statement Academic Year 2026/27, which reflects the consultation analysis recommendations to not introduce a contribution charge for those eligible for support under this policy.**

9. Traffic Filter Trial Delay - Mitigation Proposals (Pages 173 - 190)

Cabinet Member: Transport Management

Forward Plan Ref: 2025/113

Contact: Aron Wisdom, Programme Lead – Central

Aron.wisdom@oxfordshire.gov.uk

Report by Director of Environment and Highways

Network Rail's ongoing closure of Botley Road at Oxford station means Cabinet's November 2022 decision to introduce six trial traffic filters in Oxford cannot be implemented until at least August 2026.

Officers have reviewed a range of potential options to mitigate this situation, and the recommended options to pursue (subject to consultation and development) have been identified. This report outlines the background, the need for intervention, and the options considered.

Cabinet is RECOMMENDED to

- a) **Authorise officers to carry out a public consultation on a proposal to temporarily implement a congestion charging scheme using the systems and infrastructure developed for the traffic filter trial, to mitigate the impact of the delay of the traffic filter trial while Botley Road remains closed.**
- b) **Authorise officers to develop the minor schemes as outlined in paragraph 13 (e) to (i)**
- c) **Request officers to develop an 'income spending strategy' which will focus the net surplus income on reducing the costs of bus travel, including potential park and ride incentives, in accordance with relevant legislation.**

10. HR & Cultural Change - Quarterly Employee Data Report - Quarter 4 2024-25 (Pages 191 - 216)

Cabinet Member: Cabinet Member for Resources and Deputy Leader

Forward Plan Ref: 2025/042

*Contact: Cherie Cuthbertson, Director of HR and Cultural Change
Cherie.cuthbertson@oxfordshire.gov.uk*

Report by Executive Director of Resources and Section 151 Officer

This report provides an overview of the progress towards delivering the Our People and Culture Strategy (as measured by the achievement of its key performance indicators) and summarises the main employee-related trends for Q4 2024/25.

Cabinet is RECOMMENDED to note the report.

11. Business Management & Monitoring Report - Annual Report, Provisional Revenue Outturn 2024/25 (Pages 217 - 350)

Cabinet Member: Finance, Property and Transformation

Forward Plan Ref: 2025/098

*Contact: Kathy Wilcox, Head of Corporate Finance
Kathy.wilcox@oxfordshire.gov.uk*

Report by Executive Director of Finance and Section 151 Officer

This report presents the year-end position for 2024/25 performance, risk, and finance position for the council.

The Cabinet is RECOMMENDED to:

- a) **Note the report and annexes including the council's Annual Report for 2024/25 (Annex D).**
- b) **Note the summary of the provisional year-end financial position for 2024/25 along with the year-end position on general balances and earmarked reserves (Annex B).**
- c) **Approve the following proposals relating to reserves and the use of general balances:**
 - i. **Add the £1.8m underspend against budgeted funding for investments in 2024/25 to the Budget Priorities reserve for use in 2025/26 (Annex B Paragraph 12).**
 - ii. **Agree that the £1.2m 2024/25 On-Street Parking Account surplus, that has not yet been applied to fund eligible expenditure in accordance with Section 55(4) of the Road Traffic Regulation Act 1984, is carried forward to 2025/26 as set out in Annex B-3c (Annex B Paragraph 64).**
 - iii. **Approve the use of one - off funding from General Balances to support Innovate Oxfordshire (£0.5m) and the Business and Intellectual Property Centre (£0.1m) (Annex B Paragraph 14).**

12. Capital Outturn Report 2024-25 (Pages 351 - 376)

Cabinet Member: Finance, Property and Transformation

Forward Plan Ref: 2025/079

Contact: Natalie Crawford, Capital Programme Manager

Natalie.crawford@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer

The ten-year Capital Programme sets out the agreed capital investment to deliver the priorities identified in the council's Capital and Investment Strategy. This report updates on the performance against the programme shown in the latest monitoring report for 2024/25 and also compares back to the capital programme agreed by Council in February 2024. Figures shown reflect those to be included in the Council's Statement of Accounts for 2024/25.

The Cabinet is RECOMMENDED to:

- a) note the performance against the capital programme for 2024/25 as set out in the report.**
- b) note the Capital Programme Provisional Outturn Summary for 2024/25 as set out in:**

Annex 1a: Strategy Programmes Expenditure

Annex 1b: Capital Financing

Annex 1c: Strategy / Programme Level Reporting during the year

13. Capital Programme Approvals - June 2025 (Pages 377 - 380)

Cabinet Member: Finance, Property and Transformation

Forward Plan Ref: 2025/124

Contact: Natalie Crawford, Capital Programme Manager,
natalie.crawford@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer

The Capital Programme was approved by Council in February 2025 and will be updated during the year through the capital programme and monitoring reports. This report sets out change requests requiring Cabinet approval that will be incorporated into the agreed programme and included in the next update to the Capital Programme in July 2025.

The Cabinet is RECOMMENDED to:

- a) to approve the inclusion of a programme of work into the capital programme with an indicative budget of £5.906m to be funded from the Traffic Congestion Improvement Fund (TCIF), agreed through Council in February 2024.**
- b) to note the proposed schemes to be delivered under the TCIF programme of work.**
- c) approve a budget increase of £1.800m for the Access to Witney Scheme from £25.025m to £26.825m to be funded by incorporating £1.800m from the Traffic Congestion Improvement Fund.**
- d) approve the inclusion of the Benson Lane Bus Service Improvement Plan (BSIP) into the capital programme, with an indicative budget of £1.232m, to be funded by a combination of developer contributions, Transport Provision**

funding, BSIP programme funds and the Traffic Congestion Improvement Fund.

14. Forward Plan and Future Business (Pages 381 - 388)

Cabinet Member: All

Contact Officer: Chris Reynolds, Senior Democratic Services Officer,
chris.reynolds@oxfordshire.gov.uk

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 **CA13**. 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.

15. For information only: Cabinet responses to Scrutiny Reports (Pages 389 - 394)

There are two Cabinet responses provided:

- Network management (Place Overview and Scrutiny Committee)
- Local Area Partnership SEND Update (Education and Young People Overview and Scrutiny Committee)

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.