



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 15 July 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

July 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 21 July 2025
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 September 2025



AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note below

3. Minutes (Pages 1 - 10)

To approve the minutes of the meeting held on 17 June 2025 (**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 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

7. Reports from Scrutiny Committees (Pages 11 - 22)

Cabinet will consider the following Scrutiny reports:-

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

- a) S.19 of the Education Act (to follow)
- b) EOTAS Policy
- c) Home to School Transport Policy

8. EOTAS Policy (Education other than at School) (Pages 23 - 38)

Cabinet Member: Children, Education and Young People's Services

Forward Plan Ref: 2024/324

Contact: Kate Reynolds, Deputy Director of Education

Kate.reynolds@oxfordshire.gov.uk

Oxfordshire County Council (OCC) is required to implement a policy for the delivery of Education Other Than At School (EOTAS) as highlighted by the SEND inspection in 2023. This policy is crucial to ensure that all children and young people, particularly those with special educational needs and/or disabilities (SEND), receive a suitable and effective education, even if they are unable to attend 'traditional' school settings.

Report by Director of Children's Services (CA8)

- a) The Cabinet is **RECOMMENDED** to consider and approve the attached draft policy and draft parents' guide
- b) The Cabinet is **RECOMMENDED** to request an annual review of the policy and that the findings of that review are presented to Cabinet in April 2026.

9. Connect to Work: Approval of final Development Plan (Pages 39 - 66)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2025/090

Contact: Will Gardner, Employment Print Finishers Team Leader

Will.gardner@oxfordshire.gov.uk

Report by Director of Adult Social Services (CA9)

Connect to Work (CtW) is a nationally prescribed and locally commissioned supported employment programme, funded by the Department for Work and Pensions (DWP) through grant funding. It is delivered by the Accountable Bodies that will determine how the support is delivered locally, in line with local priorities.

The Cabinet is RECOMMENDED to

- a) Authorise the Council to enter into grant funding agreement/s with the Department for Work and Pensions (DWP) to develop and deliver the Connect to Work Programme for such period as the programme continues to be funded by DWP**
- b) Authorise the Council to take receipt of grant funding in its role as Accountable Body (and as determined by an approved DWP grant cost register and delivery plan).**

10. Proposed response to the 2025 Oxfordshire Travel and Transport Citizens' Assembly (Pages 67 - 140)

Cabinet Member: Leader

Forward Plan Ref: 2025/106

Contact: Carole Stow, Engagement and Consultation Manager

Carole.stow@oxfordshire.gov.uk

Report by Director of Environment and Transport and Director of Public Affairs, Policy and Partnerships **(CA10)**

This report provides Cabinet with background information about the citizens' assembly on travel and transport, its 20 recommendations and the council's proposed initial response to these. It is supported by: Annex A - the full report of the Citizens' Assembly prepared by MutualGain; and Annex B - a table setting out the council's proposed initial response to the citizens' assembly's 20 recommendations.

Cabinet is RECOMMENDED to

- a) Approve the council's initial response to the 20 recommendations developed by the citizens' assembly.**
- b) Support the development of a work programme, including a prioritisation matrix, as the next step to take forward the citizens' assembly recommendations.**
- c) Support the deeper involvement of communities in transport policy development, and scheme design and delivery, including the ongoing involvement of citizens' assembly members.**

11. Climate Action Programme update (Pages 141 - 206)

Cabinet Member: Place, Environment and Climate Action

Forward Plan Ref: 2025/077

Contact: Ariane Crampton, Zero Carbon Oxfordshire Manager

Ariane.crampton@oxfordshire.gov.uk

Report by Director of Environment and Place **(CA11)**

This report is a six-monthly update to cabinet on the delivery of the 2024/25 Climate Action Programme workstreams, including the development of a new Circular Economy Plan.

Cabinet is RECOMMENDED to:

- a) **Adopt the Circular Economy Plan (Annex 1).**
- b) **Note the climate outcomes dashboard (Annex 2).**
- c) **Note the update on the delivery of the Climate Action Programme 2024/25 and approve the proposed Climate Action Programme for 2025/26 (Annex 3).**

12. Update on Process of Producing the Minerals and Waste Local Plan (Pages 207 - 218)

Cabinet Member: Place, Environment and Climate Action

Forward Plan Ref: 2025/067

Contact: Kevin Broughton, MWLP Manager

Kevin.broughton@oxfordshire.gov.uk

Report by Director of Economy and Place **(CA12)**

The County Council is the Minerals and Waste Planning Authority for Oxfordshire and responsible for producing the Oxfordshire Minerals and Waste Local Plan which, alongside the District Authority Local Plans, forms the Development Plan for Oxfordshire.

The Cabinet is RECOMMENDED to

- a) **approve the cessation of the preparation of the new Minerals and Waste Local Plan under the current plan-making process and authorise the production of a new Minerals and Waste Local Plan under the new plan-making process in accordance with the Levelling Up and Regeneration Act 2023**
- b) **delegate to the Director of Economy and Place in consultation with the Director of Law and Governance**
 - i. **putting in place changes to the Minerals and Waste Development Scheme to reflect this**
 - ii. **carrying out a review within 6 months if the provisions of the Levelling Up and Regeneration Act have not been brought into force**

by that time or earlier in the event of possible intervention by the Secretary of State.

13. Community Banking Hubs Motion (Pages 219 - 224)

Cabinet Member: Resources and Deputy Leader

Forward Plan Ref: 2025/103

Contact: Paul Wilding, Programme Manager

Paul.wilding@oxfordshire.gov.uk

Report by Director of Policy, Public Affairs and Partnerships **(CA13)**

On 1 April 2025 the Council passed a motion which stated: "Council requests the relevant Cabinet member for Community and Corporate Services and the Cabinet Member for Finance to take a lead from forward-thinking colleagues at Buckinghamshire Council and, working with its Town Council, and District Council partners, invite banks and building societies that have left – or are due to leave – our high streets to explore opportunities to work with this Council to set up similar banking hubs within appropriate Council libraries."

The Cabinet is RECOMMENDED to agree to the continuation of efforts to engage banks to provide community services within library facilities and other suitable locations in areas lacking banking services

14. Future Civil Enforcement Contract Models (Pages 225 - 254)

Cabinet Member: Transport Management

Forward Plan Ref: 2025/069

Contact: Sasha Redhead, Project Manager

Sasha.redhead@oxfordshire.gov.uk

Report by Director of Economy and Place **(CA14)**

Following Cabinet approval in February 2025 to procure enhanced multi contactor contracts for the civil enforcement and ZEZ operation, Civil Enforcement specialists (Parking Matters) were appointed alongside legal specialists (Ashford's) to work with officers to develop new specifications, pricing schedules and contract terms

The Cabinet is RECOMMENDED to:

- a) Endorse the approach and proposals surrounding the civil enforcement at Oxfordshire County Council (the Council) contracts as set out in this paper.**

b) Authorise the Director of Financial and Commercial Services to prepare and commence the procurement of:

1. A new 5-year Civil Enforcement Service contract (Contract 1) to commence on 1 May 2026 (following a mobilisation period) with options for two 1-year extensions (7-year potential contract length).
 2. A new 5-year Penalty Charge Notice (PCN) Software and Technology contract (Contract 2) to commence on 1 May 2026 (following a mobilisation period) with options for two 1-year extensions (7-year potential contract length).
 3. A new Zero Emissions Zone (ZEZ) Checker contract (Contract 3) to commence on 1 April 2026 (following a mobilisation period) plus a maintenance period of 2 years.
 4. A new Automatic Number Plate Recognition (ANPR) Camera's contract (Contract 4) for supply, maintenance and hosting of new cameras, to start as soon as possible, via further competition on the CCS framework for 4 years (longest length the framework will allow).
- c) Delegate the decision to the award the contracts, and any potential future contract extensions, to the Director of Environment and Highways in consultation with the Cabinet Member for Transport Management.
- d) *Endorse the Director of Financial and Commercial Services to explore collaboration with neighbouring authorities to enable Contracts 1 and 2 to be utilised by up to two other large authorities that the Council are currently considering procuring on behalf of. Once the exploration is complete, delegate the decision on the way forward to the Director of Environment and Highways in consultation with Cabinet Member for Transport Management, and the Cabinet Member for Finance, Property and Transformation.*

15. Treasury Management 2025/26 Outturn (Pages 255 - 268)

Cabinet Member: Finance, Property and Transformation

Forward Plan Ref: 2025/031

Contact: Tim Chapple, Treasury Manager

Tim.chapple@oxfordshire.gov.uk

Executive Director of Resources and Section 151 Officer **(CA15)**

The Chartered Institute of Public Finance and Accountancy's (CIPFA's) 'Code of Practice on Treasury Management 2021' requires that committee to which some treasury management responsibilities are delegated, will receive regular monitoring reports on

treasury management activities and risks. This is the fourth and final update for the 2024/25 financial year and sets out the position at 31 March 2025.

Cabinet is RECOMMENDED to note the report, and to RECOMMEND Council to note the council's treasury management activity and outcomes in 2024/25.

16. Budget & Business Planning 2026/27 - Fair Funding Review 2.0 (Pages 269 - 288)

Cabinet Member: Finance, Property and Transformation

Forward Plan Ref: 2025/137

Contact: Kathy Wilcox, Head of Corporate Finance (Kathy.Wilcox@oxfordshire.gov.uk)

Report by Executive Director of Resources and Section 151 Officer (**CA16**).

This report provides an overview of the proposals included in the "[Fair Funding Review 2.0](#)" consultation, which was published by the Ministry of Housing, Communities and Local Government (MHCLG) on 20 June 2025.

The Cabinet is RECOMMENDED to:

- a) **Note the report and annexes;**
- b) **Delegate the approval of the response to the Fair Funding Review 2.0 consultation to the Executive Director of Resources and Section 151 Officer in consultation with the Cabinet Member for Finance, Property and Transformation.**

17. Business Management & Monitoring Report - Revenue Update and Monitoring Report (Pages 289 - 306)

Cabinet Member: Finance

Forward Plan Ref: 2025/099

Contact: Kathy Wilcox, Head of Corporate Finance

Kathy.wilcox@oxfordshire.gov.uk

Report by Executive Director of Finance and Section 151 Officer (**CA17**)

The budget for 2025/26 and Medium-Term Financial Strategy (MTFS) to 2027/28 was agreed by Council on 11 February 2025. £53.6m new funding to meet inflationary and demand pressures in 2025/26 was included as part of the budget along with £6.9m investments and £30.3m savings.

This report sets out the initial revenue forecast and expected outlook for the financial year and includes updates on:

- financial risks which will need to be managed in 2025/26;
- savings and investment position; and

- funding notified since the budget was agreed.

The Cabinet is RECOMMENDED to

- a) **Note the report and annexes.**
- b) **Approve a £3.5m transfer from Budgets held centrally to Adult Services to meet the financial pressure on contracted costs for the provision of social care (paragraph 24)**
- c) **Approve the following virements relating to funding changes (paragraphs 27 – 31).**
 - **£3.6m transfer of grant funding from budgets held corporately to Children's Services.**
 - **£0.8m additional un-ringfenced grants transferred to the in-year contribution to General Balances.**
 - **£2.2m increase in the final notified Business Rates funding and Council Tax surpluses transferred to the Collection Fund Reserve.**
- d) **Note the DSG High Need Block update (paragraphs 32 - 35).**

18. Capital Programme Monitoring Report (TO FOLLOW)

Cabinet Member: Finance

Forward Plan Ref: 2025/012

Contact: Natalie Crawford, Capital Programme Manager

Natalie.crawford@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer **(CA18)**

The Cabinet is RECOMMENDED to:

Capital Programme

- a. Note the capital monitoring position for 2025/26 set out in this report and summarised in Annex 1.
- b. Approve the updated Capital Programme at Annex 2 incorporating the changes set out in this report.

Budget Changes / Budget Release

- c. Approve the inclusion of St Joseph's, Thame into the capital programme with an indicative budget of £1.500m (para 62-63).
- d. Approve the inclusion of Safe Space into the capital programme with a budget of £1.795m (para 64-66).

- e. Approve the inclusion of Redbridge Redevelopment into the capital programme with an indicative budget of £6.545m (para 67-69).
- f. Approve the inclusion of Cinder Track improvements, Route 2 of the South and Vale Active Travel Network (SVATN), into the capital programme (para 70-71).
- g. Approve the inclusion of the A420 (Oxford) Safer Roads Fund into the capital programme with a budget of £2.225m (para 72-73)
- h. Approve an increase in budget of the A34 Lodge Hill Interchange Scheme from £34.660m to £36.090m, an increase of £1.430m (para 74-75).
- i. Approve the inclusion of the Bus Service Improvement Delivery Plan 2025/26 into the capital programme with a budget of £5.441m (para 76-78).
- j. Approve the inclusion of the Data Centre Hardware Refresh into the capital programme with an indicative budget of £1.600m (para 78-80).

Funding Updates

- k. Agree the inclusion in the capital programme of the following grant funding updates and allocations:
 - Revise the previous forecasted value of the School Condition Allocation 2025/26 to £4.647m (para 82).
 - Add the Basic Need Capital Allocations for 2026/27 & 2027/28 of £7.732m and £4.904m to the basic need programme to address pupil places (para 83).
 - Add the SEN High Needs Capital Allocation 2025/26 of £7.936m to the basic need programme to address SEN provision (para 84-85).
 - Add the Integrated Transport Block 2025/26 of £3.717m into the capital programme and replace existing council funded transport schemes (para 86).
- l. Note the reduction in the over-programming of the ten – year capital programme from £14.082m as agreed by Council in February 2025 by £3.717m to an over-programme of £10.365m.

19. Forward Plan and Future Business (Pages 307 - 312)

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 **CA19**. 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.

EXEMPT ITEM

It is RECOMMENDED that the public be excluded for the duration of item 20 since it is likely that if they were present during that item there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified below in relation to those items 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 TO THE ITEM HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS ‘CONFIDENTIAL’ BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH OTHERS AND NO COPIES SHOULD BE MADE.

20. Financial and land agreements relating to the conversion of Woodeaton Manor School to an academy (Pages 313 - 324)

Cabinet Member: Children and Young People

Forward Plan Ref: 2025/109

Contact: Barbara Chillman, Service Manager – Pupil Place Planning

Barbara.chillman@oxfordshire.gov.uk

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.

Report of the Director of Children's Services (CA20)

Woodeaton Manor School is a foundation school without a foundation, catering for children with social and emotional difficulties and is set to convert to academy status on 1st October 2025 following the issue of Directive Academy Order, with Propeller Academy Trust (PAT) as the academy trust.

The Cabinet is RECOMMENDED to:-

- a) approve the proposal for Oxfordshire County Council (OCC) to retain maintenance and repairs of Woodeaton Manor School building after it converts to academy status and until the lease is terminated, at an annual cap of up to £0.2m per annum, for a period of between 2-4 years until the school can be relocated to new accommodation, the maximum cost to the general fund is £0.4m to £0.8m.
- b) approve the proposed funding, subject to conditions, as detailed in the annex, to support the trust with adaptations to the building to meet the special educational needs and disabilities (SEND) requirements of current students.
- c) approve an enhanced level of revenue funding for Woodeaton Manor School, as detailed in the annex, starting on the date of academy conversion (scheduled for 1 October 2025) and being reviewed on an annual basis, with any changes taking effect from 1 April each year.
- d) note the options relating to the land transfer set out in this report and to approve the delegation of authority to the Director of Children's Services, in consultation with the Director of Law & Governance and the Director of Property & Assets as appropriate, to finalise and execute the necessary documentation to meet the Department for Education (DFE) timescales for academisation. This includes the final decision relating to the transference of insurance excess costs in the case of negligence by the trust employees, and the final processes relating to freehold transfer.

21. For information only: Cabinet responses to Scrutiny items (Pages 325 - 342)

Report on the Virtual School
Co-production in Adult Social Care
s.106 Improvement Programme Update
Rail Strategy
Local Economic Partnership Integration
Business Management and Monitoring Report

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.