

To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 15 September 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

September 2020

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

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 23 September 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: 13 October 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 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 - 10)

To approve the minutes of the meeting held on 18 August 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 9 September. Requests to speak should be sent to 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. Bicester Local Cycling & Walking Infrastructure Plan (LCWIP) (Pages 11 - 94)

Cabinet Member: Environment

Forward Plan Ref: 2020/068

Contact: Patrick Lingwood, Active & Healthy Travel Officer Tel: 07741 607835

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

The Bicester Local Cycling and Walking Infrastructure Plan (LCWIP) is a detailed 15-year plan which sets out how to improve cycling and walking in Bicester. The plan includes a target to significantly increase cycling in Bicester by 2035 and the evidence of how this is to be achieved. There are supplementary plans with walking and cycling schemes provisionally costed at £40 million. The LCWIP fits in with and directly supports the Bicester Transport Strategy and Local Plan proposals and the wider agenda for the town, including continued emphasis on Healthy Place Shaping. The LCWIP will be a subsidiary document of the new Local Transport and Connectivity Plan, currently being developed. As well as cycling and walking schemes, the LCWIP includes policies which will impact on Council transport policy and procedures and future scheme design and prioritisation.

Cabinet is RECOMMENDED to approve the Bicester Local Cycling & Walking Infrastructure Plan (LCWIP), including the Bicester cycle network plans.

7. Assumption of Powers in Relation to the Control and Prevention of Coronavirus - Oxfordshire County Council Responsibilities Under The Health Protection (Coronavirus, Restriction) (England) (No.3) Regulations 2020 (Pages 95 - 98)

Cabinet Members: Deputy Leader of the Council and Cabinet Member for Adult Social Care & Public Health

Forward Plan Ref: 2020/125

Contact: Sukdave Ghuman, Head of Legal Services & Deputy Monitoring Officer Tel: (01865) 323852

Report by Corporate Director of Public Health and Head of Legal Services & Deputy Monitoring Officer (**CA7**).

In July 2020 the government introduced new powers for local authorities to support local outbreak management.

The report recommends that Oxfordshire County Council assumes responsibilities under The Health Protection (Coronavirus, Restriction) (England) (No.3) Regulations 2020 in order to ensure that any serious and imminent threat to public health in

Oxfordshire is necessarily and proportionately addressed.

The Cabinet is RECOMMENDED to:

- (a) ***Assume responsibilities granted under The Health Protection (Coronavirus, Restriction) (England) (No.3) Regulations 2020 giving local authorities powers relating to the control and prevention of coronavirus and;***
- (b) ***Delegate powers to the City and District Councils in accordance with the above regulations.***

8. SEND High Needs Funding

Cabinet Member: Children & Cultural Services

Forward Plan Ref: 2020/098

Contact: Graham Pirt, Interim Head of SEND Tel: 07554 103332

Report by Deputy Director of Education (**CA8**).

A report on SEND High Needs Funding recommending approval of a one-off change to the funding formula for top up payments for secondary schools for the academic year 2020/21.

9. Business Management & Monitoring Report - July 2020 (Pages 99 - 120)

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

Forward Plan Ref: 2020/121

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 (**CA9**).

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

Cabinet is RECOMMENDED to:

- (a) ***note the July business management and monitoring report; and***
- (b) ***to approve the virements set out in Annex C – 2b and note the virements in Annex C- 2C.***

10. Capital Programme Monitoring Report - June 2020 (Pages 121 - 130)

Cabinet Member: Finance

Forward Plan Ref: 2020/026

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

Report by Director of Finance (**CA10**).

The report sets out the latest monitoring position for 2020/21 capital programme based on activity to the end of July 2020 and provides an update on latest ten year capital programme to 2029/30.

The Cabinet is RECOMMENDED to approve the updated Capital Programme at Annex 2

11. Workforce Report and Staffing Data - Quarter 1 - April - June 2020
(Pages 131 - 150)

Cabinet Member: Deputy Leader of the Council

Forward Plan Ref: 2020/065

Contact: Sarah Currell, HR Manager – Business Systems Tel: 07867 467793

Report by Director of Human Resources (**CA11**).

The report provides a summary of HR activity and a snapshot of the workforce profile including headcount and fte comparison, ethnicity, age, apprenticeships, sickness, turnover and agency spend for the quarter ending 30 June 2020.

The Cabinet is RECOMMENDED to note the report.

12. Delegated Powers - September 2020

Cabinet Member: Leader

Forward Plan Ref: 2020/029

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

Report by Director of Law & Governance (**CA12**).

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.

13. Forward Plan and Future Business (Pages 151 - 154)

Cabinet Member: All

Contact Officer: Sue Whitehead, Principal Committee Officer 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 **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.
