



To: **Members of the Cabinet**

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

**Tuesday, 18 October 2022 at 2.00 pm**

**Council Chamber - County Hall, New Road, Oxford OX1 1ND**

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

Stephen Chandler  
Interim Chief Executive

October 2022

Committee Officer: **Colm Ó Caomhánaigh**  
Tel: 07393 001096; E-Mail:  
[colm.ocaomhanaigh@oxfordshire.gov.uk](mailto:colm.ocaomhanaigh@oxfordshire.gov.uk)

### **Membership**

#### *Councillors*

Liz Leffman	Leader of the Council
Liz Brighthouse OBE	Deputy Leader of the Council
Glynis Phillips	Cabinet Member for Corporate Services
Dr Pete Sudbury	Cabinet Member for Climate Change Delivery & Environment
Tim Bearder	Cabinet Member for Adult Social Care
Duncan Enright	Cabinet Member for Travel & Development Strategy
Calum Miller	Cabinet Member for Finance
Jenny Hannaby	Cabinet Member for Community Services and Safety
Mark Lygo	Cabinet Member for Public Health & Equality
Andrew Gant	Cabinet Member for Highway Management

*The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 26 October 2022 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 November 2022*

## 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 email [democracy@oxfordshire.gov.uk](mailto:democracy@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 - 14)

To approve the minutes of the meeting held on 20 September 2022 (**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

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

*To facilitate 'hybrid' meetings we are asking that requests to speak are submitted by no later than 9am four working days before the meeting i.e., 9am on Wednesday 12 October 2022. Requests to speak should be sent to [colm.o'caomhanaigh@oxfordshire.gov.uk](mailto:colm.o'caomhanaigh@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 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.*

## 6. Reports from Scrutiny Committees (Pages 15 - 20)

The following reports are presented from scrutiny committees:

- Report of the Place Overview & Scrutiny Committee – Parking Standards for New Developments
- Reports of the Performance & Corporate Services Overview & Scrutiny Committee (**TO FOLLOW**)
  - Citizens' Jury: Street Voice
  - Property Strategy
  - LGA Peer Review on Communications

## **7. Capital Programme Monitoring Report - August 2022 (Pages 21 - 52)**

*Cabinet Member:* Finance

*Forward Plan Ref:* 2022/066

*Contact:* Kathy Wilcox, Head of Financial Strategy

Report by Director of Finance (**CA7**).

Financial Report on capital spending against budget allocations, including any necessary capital programme approvals.

The Cabinet is RECOMMENDED to:

### **OCC Capital revised programme and prioritisation**

- a) Endorse the capital prioritisation framework (Annex 1)
- b) Approve the review of the OCC Capital Programme (paragraph 13)
- c) Approve the latest capital monitoring position for 2022/23 (Annex 2) and the associated updated capital programme at Annex 3, incorporating the changes set out in this report
- d) Note the approval made under delegated authority of the Leader of the Council for:
  - i. Marlborough School (paragraph 24)
- e) Approve the updated budget requirements:
  - i. Orion School (paragraph 22)
  - ii. Banbury Library (paragraph 48)

### **Re-profiling**

- f) Agree the re-profiling (Annex 2 and 3)

### **Funding**

- g) Agree the inclusion in the Capital Programme of the following grant funding updates and allocation:
  - i. Active Travel Phase 3 of £10.4m (Paragraph 57),
  - ii. Bus Service Implementation Plan of £8.7m (Paragraph 58)
- h) To note the inclusion of £10m towards Oxford Station (OCC acting as the accountable body on behalf of the OxLEP) (paragraph 59)

### **Future Oxfordshire Partnership's (FOP) Housing and Growth Deal**

- i) Note the [Housing and Growth Deal revised programme](#) as approved by the Future Oxfordshire Partnership and note the implications for the Council's Capital Programme (paragraph 39)
- j) Note the approval made under delegated authority of the Leader of the Council for schemes that are part funded by the Council and other funding sources including the housing and growth deal:
  - A40 Oxford North (Northern Gateway) Scheme (Paragraph 28),
  - Science Transit Phase 2 (Eynsham Park and Ride) (Paragraph 29)
  - Benson Relief Road (paragraph 34)

## **8. Budget & Business Planning Report - 2023/24 (Pages 53 - 110)**

*Cabinet Member:* Finance

*Forward Plan Ref:* 2022/048

*Contact:* Kathy Wilcox, Head of Financial Strategy, 07788302163

Report by Director of Finance (**CA8**).

To provide background and context to the budget and business planning process for 2023/24.

**The Cabinet is RECOMMENDED to:**

- a) **Endorse the report and note the assumptions that will form the starting point for the 2023/24 budget as well as updates since the Medium Term Financial Strategy was agreed in February 2022 that need to be considered;**
- b) **Approve the budget and business planning process for 2023/24; and**
- c) **Approve a three-year period for the medium-term financial strategy to 2025/26 and ten-year period for the capital programme to 2032/33.**

## **9. Zero Emission Bus Regional Areas (ZEBRA) Funding Agreements (Pages 111 - 158)**

*Cabinet Members:* Highway Management and Travel & Development Strategy

*Forward Plan Ref:* 2022/156

*Contact:* Sasha Redhead, Project Manager, [sasha.redhead@oxfordshire.gov.uk](mailto:sasha.redhead@oxfordshire.gov.uk)

Report by Corporate Director Environment & Place (**CA9**).

Approval to enter into funding agreements with Stagecoach and Go Ahead Group for ZEBRA.

**Cabinet is RECOMMENDED to delegate authority to the Corporate Director for Environment and Place, in consultation with the Director for Law and Governance and the Cabinet Member for Highway Management to negotiate, finalise and enter into funding agreements with Oxford Bus Company (Go-Ahead) and Stagecoach to provide electric buses and charging infrastructure based on the funding milestones set out in this paper.**

## **10. Parking Standards for New Developments (Pages 159 - 210)**

*Cabinet Member:* Travel & Development Strategy

*Forward Plan Ref:* 2022/105

*Contact:* Jason Sherwood, Growth Manager South & Vale, 07795 684708

Report by Director of Transport & Infrastructure (**CA10**).

Oxfordshire County Council's Local Transport and Connectivity Plan (LTCP), adopted July 2022, outlines a clear vision to deliver a net-zero Oxfordshire transport and travel system by 2040. One of the policies within the LTCP that will be key to supporting this vision is realised is Policy 33, which sets out how the council is seeking to reduce and restrict car parking availability while also creating more attractive places for residents to live and work in.

**The Cabinet is RECOMMENDED to adopt and implement the revised 'Parking Standards for New Developments' as a formal supplementary document to the Local Transport and Connectivity Plan (LTCP).**

## **11. Street Lighting & Illuminated Assets Policy (Pages 211 - 246)**

*Cabinet Member:* Highway Management

*Forward Plan Ref:* 2022/100

*Contact:* Sean Rooney, Head of Highway Operations, [sean.rooney@oxfordshire.gov.uk](mailto:sean.rooney@oxfordshire.gov.uk)

Report by Corporate Director Environment & Place (**CA11**).

This paper requests Cabinet approval of an updated Street Lighting and Illuminated Assets policy. The existing policy is considered to be out of date and no longer reflects the aspirations of the administration in terms of carbon saving and a more sustainable approach to all we do. To accommodate a number of key changes there is a requirement for a revised Street Lighting and Illuminated Assets policy and there will be development of a new procedure to support its implementation.

**The Cabinet is RECOMMENDED to**

- (a) Support the new direction and approach for managing Street Lighting and Illuminated Assets to better reflect local requirements and aspirations of the governing administration in relation to a more sustainable and carbon considered approach.**
- (b) Approve adoption of the update of the County Council's Street Lighting and Illuminated Assets Policy statement as attached at ANNEX A.**

## **12. Future highway maintenance delivery model - proposed approach (Pages 247 - 276)**

*Cabinet Member:* Highway Management

*Forward Plan Ref:* 2022/107

*Contact:* Phil Whitfield, Service Improvement Lead, 07986 819403

Report by Corporate Director Environment & Place (**CA12**).

The existing highways maintenance contract with M-Group Infrastructure (Milestone) is set to expire on 31st March 2025 with no options to extend remaining. Oxfordshire County Council therefore needs to decide on a model for highway maintenance delivery from that date and have undertaken any procurement or recruitment prior to the expiry of the existing contract.

**The Cabinet is RECOMMENDED to**

- a) **Approve the commencement of work for a new highway maintenance contract.**
- b) **Endorse the proposed approach and key stages as set out in this paper.**

### **13. Adult Social Care Reforms: Fair Cost of Care Exercise and Draft Market Sustainability Planning (Pages 277 - 288)**

*Cabinet Member: Adult Social Care*

*Forward Plan Ref: 2022/128*

*Contact: Pippa Corner, Deputy Director Commissioning,  
[pippa.corner@oxfordshire.gov.uk](mailto:pippa.corner@oxfordshire.gov.uk)*

Report by Corporate Director for Adult Services (**CA13**).

To note the Fair Cost of Care Exercise and the development of Oxfordshire's Market Sustainability Plan.

**Cabinet is RECOMMENDED to note the process undertaken so far, so that the project group can continue to work towards presenting the final analysis, findings, and report with the provisional market sustainability plan, using the cost of care exercise as a key input in identifying risks in the local market and spend report, ready for submission to DHSC on 12 October 2022. The final market sustainability plan will be submitted in February 2023.**

### **14. Oxfordshire Safeguarding Adults Board Annual Report 2021-22 (Pages 289 - 316)**

*Cabinet Member: Adult Social Care*

*Forward Plan Ref: 2022/109*

*Contact: Steven Turner, Strategic Partnerships Manager, 01865 328993*

Report by Corporate Director for Adult Services (**CA14**).

The report summarises the work of the Oxfordshire Safeguarding Adults Board (OSAB) and its partners over the course of the year 2021-22. It is a requirement set out in the Care Act 2014 statutory guidance that the Local Authority receive a copy of the report and that they "will fully consider the contents of the report and how they can improve their contributions to both safeguarding throughout their own organisation and to the joint work of the Board" (Chapter 14, para 161).

**The Cabinet is RECOMMENDED to note the contents of the report and its conclusions.**

## **15. Oxfordshire Safeguarding Children Board Annual Report 2021-22** (Pages 317 - 354)

*Cabinet Member:* Deputy Leader, including Children, Education & Young People's Services

*Forward Plan Ref:* 2022/110

*Contact:* Tan Lea, Strategic Partnerships Safeguarding Manager,  
[tan.lea@oxfordshire.gov.uk](mailto:tan.lea@oxfordshire.gov.uk)

Report by Corporate Director for Children's Services (**CA15**).

This paper highlights findings from the Board's annual report on the effectiveness of local arrangements to safeguard and promote the welfare of children in Oxfordshire.

**Cabinet is RECOMMENDED to note the annual report of the Oxfordshire Safeguarding Children Board senior safeguarding partners and to consider the key messages.**

## **16. Delegated Powers - October 2022** (Pages 355 - 356)

*Cabinet Member:* Leader

*Forward Plan Ref:* 2022/138

*Contact:* Colm Ó Caomhánaigh, Committee Officer, 07393 001096

Report by Director of Law & Governance (**CA16**).

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.

**Cabinet is RECOMMENDED to note the executive decisions taken under delegated powers, set out in paragraph 4.**

## **17. Forward Plan and Future Business** (Pages 357 - 362)

*Cabinet Member:* All

*Contact Officer:* Colm Ó Caomhánaigh, Committee Officer Tel: 07393 001096

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 **CA17**. 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.**