



To: Members of the Cabinet

***Notice of a Meeting of the Cabinet***  
**Tuesday, 19 January 2021 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

January 2021

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
Eddie Reeves	Cabinet Member for Highways Delivery and 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  
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: 23 February 2021*

## 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 - 8)

To approve the minutes of the meeting held on 15 December 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 anyone 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 13 January 2021. Requests to speak should be sent to [deborah.miller@oxfordshire.gov.uk](mailto:deborah.miller@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. Business Management & Monitoring Report - November 2020 (Pages 9 - 94)**

*Cabinet Member:* Deputy Leader of the Council and Cabinet Member for Finance  
*Forward Plan Ref:* 2020/118

*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 (**CA6**).

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

***The Cabinet is RECOMMENDED to note this month's business management and monitoring report.***

## **7. Budget & Business Planning Report 2021/22 - January 2021**

*Cabinet Member:* Finance

*Forward Plan Ref:* 2020/117

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

Report by Director of Finance (**CA7**). **REPORT TO FOLLOW**

This report is the culmination of the Budget & Business Planning process for 2021/22 to 2025/26 and sets out the Cabinet's proposed Corporate Plan and supporting budget, medium term financial strategy, capital programme and supporting strategies.

The report is set out in three sections; the Corporate Plan; the revenue budget including the draft council tax precept for 2021/22 and the Medium-Term Financial Strategy (MTFS) to 2025/26; and the Capital & Investment Strategy and Capital Programme including the Treasury Management Strategy. Information outstanding at the time of the Cabinet meeting will be reported to Council when it considers the budget on 9 February 2021.

Cabinet's budget proposals take into consideration the latest information on the council's financial position outlined in this report; comments from the Performance Scrutiny Committee meeting on 18 December 2020 as well as 14 January 2021; and comments from the public consultation on the budget which closes on Wednesday 13 February. The report will therefore be published on Friday 15 February.

As final notification of some funding streams is awaited, some further changes may be made to the budget proposals ahead of full Council on 9 February 2021.

## 8. Funding for Special Schools (Pages 95 - 98)

*Cabinet Member:* Education & Cultural Services

*Forward Plan Ref:* 2020/170

*Contact:* Hayley Good, Deputy Director of Children's Services – Education Tel: 07551 680562

Report by Deputy Director of Children's Services – Education (**CA8**).

The report sets out the background to how SEND (High Needs) top-up funding currently operates for special schools in Oxfordshire and how, with Cabinet's approval, a transfer of Dedicated Schools Grant High Needs funding will help support an increase in top-up funding in line with that agreed in September for mainstream schools, in order to better meet the needs of children in these schools.

***The Cabinet is RECOMMENDED to approve a one-off increase in top-up funding for Special Schools for 2020/21 funded through the High Needs Block (HNB) of the Dedicated Schools Grant (DSG), in line with the increase provided for mainstream primary and secondary schools in September 2020.***

## 9. Local Transport and Connectivity Plan - Vision and Objectives Document (Pages 99 - 206)

*Cabinet Member:* Environment

*Forward Plan Ref:* 2020/138

*Contact:* James Gagg, Infrastructure Strategy Team Leader (Interim) Tel: 07776 997303/Joseph Kay, Strategic Transport Lead Tel: 07827 979234

Report by Director of Planning & Place (**CA9**).

The report updates Cabinet on development of the new Oxfordshire Local Transport Plan- called the Local Transport and Connectivity Plan. Specifically, it outlines the context and key points included in a proposed Vision Document (**Annex 1**), on which it is proposed to undertake public consultation. It also includes a summary of the engagement exercise undertaken in Spring 2020 (**Annex 2**), and a summary of key evidence that has been reviewed to support development of the Vision. (**Annex 3**) The Cabinet are asked to endorse these 3 documents as basis for public consultation commencing in February 2021.

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

- (a) note progress on the Local Transport and Connectivity Plan and the timetable leading to Plan adoption set out in Annex 1;***
- (b) endorse the content of the Vision Document in Annex 1, and the supporting engagement summary and baseline evidence base documents in Annex 2 and 3 as the basis for public consultation, commencing in February 2021 for a period of 6 weeks; and***
- (c) delegate the decision on the graphical format of the final Vision Document to the Corporate Director for Communities in consultation with the Cabinet Member for Environment and Transport.***

**10. Oxfordshire Minerals & Waste Development Scheme (11th Edition)**  
(Pages 207 - 260)

*Cabinet Member:* Environment

*Forward Plan Ref:* 2020/168

*Contact:* Charlotte Simms. Principal Minerals & Waste Policy Officer Tel: 07741 607726  
Report by Director for Planning & Place (**CA10**).

To seek approval of the Oxfordshire Minerals and Waste Development Scheme (Eleventh Revision) 2021, in order to have effect from 19 January 2021 and to delegate final detailed amendment and editing to the Corporate Director of Place and Growth in consultation with the Cabinet Member for Environment.

***The Cabinet is RECOMMENDED to approve the Oxfordshire Minerals and Waste Development Scheme (Eleventh Revision) 2021 at Annex 1, in order to have effect from 19 January 2021 and to delegate final detailed amendment and editing to the Corporate Director of Place and Growth in consultation with the Cabinet Member for Environment.***

**11. Green Homes Grant, Local Authority Delivery Fund 1b** (Pages 261 - 264)

*Cabinet Member:* Environment

*Forward Plan Ref:* 2020/172

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

Report by Corporate Director Communities (**CA11**).

In support of the council's climate action and healthy place shaping agendas, as well as national commitments to a green recovery, a funding application in relation to the Green Homes Grant Local Authority Delivery 1b has been submitted. If successful, the project would deliver home energy efficiency retrofits to 150 households living in energy inefficient properties and fuel poverty.

The report outlines the bid, and, should the bid be successful, seeks to delegate authority to the Corporate Director Communities to proceed, subject to the terms and conditions of the grant offer letter.

***Cabinet is RECOMMENDED to:***

- (a) note the submission of a funding bid to support retrofit of homes in fuel poverty under Green Homes Grant Local Authority Delivery 1b (GHG LAD 1b).***
- (b) Support the recommendation to delegate authority to the Corporate Director Communities in conjunction with S151 Officer, and Lead Member for Environment to review and conclude legal agreements should the application be successful.***

## 12. Delegated Powers - January 2021

*Cabinet Member:* Leader

*Forward Plan Ref:* 2020/119

*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 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for scrutiny to call in.

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Exemption</i>
2 December 2020	Request for exemption from tendering under Contract Procedure Rule ("CPR") 20 in respect of the award of a contract for body removal services	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules in respect of an exemption from the tendering requirements under OCC's Contract Procedure Rules in respect of the award of a contract to Homewoods for body removal services.	To ensure business continuity for the Coroner's Service and to ensure a seamless service for key stakeholders i.e., Thames Valley Police, South Central Ambulance but more importantly, bereaved families.

## 13. Forward Plan and Future Business (Pages 265 - 268)

*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.***