

To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 18 April 2023 at 2.00 pm

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

If you wish to view proceedings online, please click on the link shown on the website.



Martin Reeves
Chief Executive

April 2023

Committee Officer: Chris Reynolds
Tel: 07393 001096;
E-Mail: chris.reynolds@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 26th April 2023 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 May 2023

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note below

3. Minutes (Pages 1 - 16)

To approve the minutes of the meeting held on 21 March 2023 (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 or present a petition are submitted by no later than 9am four working days before the meeting i.e., 9am on Wednesday 12 April 2023. Requests to speak should be sent to chris.reynolds@oxfordshire.gov.uk

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that your views are 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 17 - 56)

Cabinet will receive four scrutiny reports:-

- From the Performance and Corporate Services Overview and Scrutiny Committee on the Cost of Living
- From the People Overview and Scrutiny Committee on Transitions to Adult Social Care
- From the People Overview and Scrutiny Committee on Children and Adults' Social Care Workforce
- From the People Overview and Scrutiny Committee on the Home to School Transport Policy Working Group

7. Proposal From Oxford United Football Club to Oxfordshire County Council As Landowner: Update (Pages 57 - 66)

Cabinet Member: Finance

Forward Plan Ref: 2023/080

Contact: Claire Taylor, Corporate Director Customers, Organisational Development & Resources, claire.taylor@oxfordshire.gov.uk

Report by Corporate Director Customers, Organisational Development & Resources (CA 7).

RECOMMENDATION

The Cabinet is RECOMMENDED to

- (a) Note the progress set out in the report below.
- (b) Note the that the 'Likely Case' timetable set out in appendix 1 remains the probable timeframe for decision making.

8. ERP Outline Business Case - A Programme for Transforming the Council's Enterprise Business Systems and Processes (Pages 67 - 98)

Cabinet Members: Finance and Corporate Services

Forward Plan Ref: 2023/029

Contact: Tim Spiers, Director of IT, Innovation, Digital and Transformation, tim.spiers@oxfordshire.gov.uk

Report by Corporate Director Customers, Organisational Development & Resources (**CA 8**).

Cabinet is RECOMMENDED to

- a. Approve the development of detailed requirements and a full business case to review delivery options for corporate support services and underpinning technology including human resources, finance, payroll and procurement in order to deliver services more efficiently, modernise business processes and upgrade current IT systems.
- b. Approve funding of £1.57m for programme resources to prepare requirements for a transformation and potential procurement process. This funding will be drawn from the council's transformation reserve.
- c. Note that a further Cabinet decision to commit capital funding and progress to the next stage will be required in due course, which will be based on a full business case.

9. Delegated Powers Report for January to March 2023 (Pages 99 - 100)

Cabinet Member: Leader

Forward Plan Ref: 2022/188

Contact: Colm Ó Caomhánaigh, Committee Officer, 07393 001096

Report by Director of Law & Governance (**CA 9**).

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.

10. Forward Plan and Future Business (Pages 101 - 106)

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 **CA**. 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.

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.