

To: Members of the Cabinet

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

**Tuesday, 17 March 2020 at 2.00 pm**

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



Yvonne Rees  
Chief Executive

March 2020

Committee Officer: **Colm Ó Caomhánaigh** Tel: 07393 001096; E-Mail:  
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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
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 25 March 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: 21 April 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](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 - 14)

To approve the minutes of the meeting held on 25 February 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

## 6. Armed Forces Support (Pages 15 - 32)

*Cabinet Member:* Leader

*Forward Plan Ref:* 2020/004

*Contact:* Samantha Shepherd, Senior Policy Officer Tel: 07789 088173

Report by Corporate Director for Communities (**CA6**).

Oxfordshire County Council was the first local authority to sign a local Armed Forces Covenant in 2011; committing, alongside our partners to ensuring members of the

Armed Forces community are treated fairly and not disadvantaged in their day-to-day lives. In partnership, we re-signed a refreshed covenant in June 2018 and in 2019, the Council began a programme of work to re-energise the commitments made. This item for Cabinet highlights the main achievements over the period September 2019 to March 2020, including points for a gold award application in the MoD's Employer Recognition Scheme.

The work supports delivery of the Council's 'Thriving Communities' vision; due to the size and nature of our armed forces in Oxfordshire, the work cuts across the themes of thriving communities, people and economy. The approach seeks to improve how the Council works in partnership on armed forces issues, how it delivers services for our armed forces community and how armed forces friendly Oxfordshire County Council is as an employer.

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

- a) note the development and progress of actions to strengthen the Oxfordshire Armed Forces Covenant commitments; and***
- b) agree the application in pursuit of a gold award in the national Employer Recognition Scheme.***

## **7. Business Management & Monitoring Report - January 2020 (Pages 33 - 84)**

*Cabinet Member:* Deputy Leader of the Council and Cabinet Member for Finance  
*Forward Plan Ref:* 2019/

*Contact:* Steven Fairhurst Jones, Corporate Performance & Risk Manager Tel: 07932 318890/ Hannah Doney, Strategic Finance Manager (Assurance & Reporting) Tel: 07584 174654

Report by Corporate Director Customers & Organisational Development and Director of Finance (**CA7**).

This report sets out Oxfordshire County Council's (OCC's) progress towards Corporate Plan priorities and provides an update on the delivery of the Medium Term Financial Plan, at 31 January 2020. A summary of overall performance and description of change is contained within the report. The report contains three annexes:

- Annex A shows our current performance against targets and summarises progress towards overall outcomes set out in our Corporate Plan.
- Annex B sets out the Leadership Risk Register which has been developed as part of the Council's work to strengthen risk and opportunities management
- Annex C sets out the current financial position, providing detailed explanations of significant budget variations and an update on the Medium-Term Financial Plan including the delivery of savings agreed by Council in February 2019

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

- a) note the contents of this report;***
- b) note the virements set out in Annex C – 2b.***

## **8. Capital Programme Monitoring Report - January 2020 (Pages 85 - 92)**

*Cabinet Member: Finance*

*Forward Plan Ref: 2019/168*

*Contact: Hannah Doney, Strategic Finance Manager (Assurance & Reporting) Tel: 07584 174654*

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

The report is the fourth capital programme update and monitoring report for the 2019/20 financial year and focuses on the delivery of the capital programme based on projections at the end of January 2020 and new inclusions within the overall ten-year capital programme.

***The Cabinet is RECOMMENDED:***

- a) to approve the changes to the programme in Annex 1c;***
- b) to agree to continue to report the Growth Deal at programme level to enable resources to be moved between schemes (as set out in annex 2) but within the overall programme total of £143m.***

## **9. Oxford Local Cycling & Walking Infrastructure Plan (Pages 93 - 182)**

*Cabinet Member: Environment*

*Forward Plan Ref: 2020/023*

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

Report by Infrastructure Strategy & Policy Manager (**CA9**).

The Oxford Local Cycling and Walking Infrastructure Plan (LCWIP) is a detailed 10-year plan which sets out how to improve cycling and walking in Oxford. The plan includes a target to increase cycling in Oxford by 50% by 2031 and the evidence of how this is to be achieved. There are 28 supplementary plans with walking and cycling schemes provisionally costed at £300 million. The LCWIP fits in with and directly supports the Connecting Oxford proposals. The LCWIP will be a subsidiary document of the new Local Transport and Connectivity Plan, currently being developed. The document was submitted to the DfT in December and we now have DfT feedback comments. 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.

***The Cabinet is RECOMMENDED to approve the Oxford Local Cycling & Walking Infrastructure Plan (LCWIP), including the Oxford cycle network plan.***

## 10. Digital Infrastructure Strategy (Pages 183 - 232)

*Cabinet Member:* Council Business & Partnerships

*Forward Plan Ref:* 2020/001

*Contact:* Craig Bower, Digital Infrastructure Programme Director Tel: 07711 411744

Report by Corporate Director – Place & Growth (**CA10**).

The council's Better Broadband programme has been instrumental in enabling 97.5% of Oxfordshire residential and business premises to have access to superfast broadband. This has made a significant contribution to the lives of our residents, provided the means for schools to have affordable fast internet access, students to access education content from home, SME's to prosper, and by enabling people to work from home has reduced the volume of traffic on our roads. The fact that 70% of premises enabled with superfast broadband under the programme have upgraded to use the service means that over 100,000 Oxfordshire residents are using a service that would not have been otherwise available, evidences the demand for good digital connectivity.

The rapid growth in internet traffic means that the main technology deployed (Fibre to the Cabinet) under the programme will be sufficient until the middle of this decade, but beyond that, will require extending fibre from the cabinet directly into premises. This technology (Fibre to the Premises) is completely future-proof allowing speeds now of 1Gb/s, and fibre can run at much higher speeds just by changing the connected equipment.

The HMG publication 'Future Telecoms Infrastructure Review' sets out a national ambition for the UK to have 100% coverage of full fibre broadband, and close to 100% coverage of fast mobile coverage.

The county council Digital Infrastructure Strategy & Delivery Plan sets out how our programme can support delivery of this objective in Oxfordshire, and the role of the MoU between the County Council, Oxford City Council, OxLep, and Oxfordshire District Councils.

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

***(a) the Digital Infrastructure & Delivery Plan; and***

***(b) the associated Memorandum of Understanding forming a Digital Infrastructure Partnership between Oxfordshire Local Authorities and OxLEP***

## 11. Oxfordshire Minerals and Waste Local Development Scheme (Pages 233 - 270)

*Cabinet Member:* Environment

*Forward Plan Ref:* 2020/024

*Contact:* Kevin Broughton, Principal Minerals Officer Tel: 07979 704458

Report by Director for Planning & Place (**CA11**).

The County Council must prepare and maintain a Minerals and Waste Development Scheme (MWDS), which sets out the programme for production of the Oxfordshire Minerals and Waste Local Plan. The most recent revision of the Oxfordshire Minerals and Waste Development Scheme was approved in February 2019. The Cabinet is asked to consider a revised programme following delays to the previously advised timetable and ultimately the proposed timetable for adoption of the Minerals and Waste Local Plan. This is needed because the timetable for the preparation of the Minerals and Waste Local Plan Part 2 - Sites Allocation Plan is now out of date. The proposed programme has a revised target for adoption by February 2022 which involves the following key stages: consultation on Preferred Site Options in January - March 2020; publication of the pre-submission Draft Plan in September 2020; and submission to the Planning Inspectorate for independent examination in January 2021.

***The Cabinet is RECOMMENDED to approve the Oxfordshire Minerals and Waste Development Scheme (Tenth Revision) 2020 at Annex 1, in order to have effect from 17 March 2020 and to delegate final detailed amendment and editing to the Corporate Director of Place and Growth in consultation with the Cabinet Member for Environment.***

## **12. Oxfordshire Minerals and Waste Statement of Community Involvement (Pages 271 - 312)**

*Cabinet Member:* Environment

*Forward Plan Ref:* 2020/042

*Contact:* Charlotte Simms, Senior Policy Officer – Development Management Tel: 07741 607726

Report by Director for Planning & Place (**CA12**).

The Statement of Community Involvement (SCI) is a statutory planning document that sets out how Oxfordshire County Council will involve the community (consultees, stakeholders and other interested parties) in preparing and reviewing the Minerals and Waste Local Plan and making decisions on planning applications for minerals, waste and County Council developments. The Council must comply with its SCI in preparing local plan documents.

The current SCI was adopted by the Council in March 2015. The Town and Country Planning (Local Planning) (England) Regulations 2012(as amended) requires SCI's to be reviewed every 5 years. In view of these Regulations, and the legislative changes that have been made under the Neighbourhood Planning Act 2017, it is now an appropriate and relevant time to update the Statement of Community Involvement to incorporate these changes.

**The Cabinet is RECOMMENDED to RECOMMEND to Council to:**

- (a) adopt the Oxfordshire Statement of Community Involvement with the amendments as shown in Annex 1; and**
- (b) to delegate to the Corporate Director for Place and Growth the approval of the Oxfordshire Minerals and Waste Statement of Community Involvement at Annex 1, subject to any further minor changes to be**

made in consultation with the Cabinet Member for Environment.

### 13. Forward Plan and Future Business (Pages 313 - 316)

*Cabinet Member: All*

*Contact Officer: Sue Whitehead, Committee Services Manager 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.***

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