

CABINET

MINUTES of the meeting held on Tuesday, 17 March 2020 commencing at 2.00 pm and finishing at 3.15 pm

Present:

Voting Members: Councillor Ian Hudspeth – in the Chair
Councillor Lawrie Stratford
Councillor Ian Corkin
Councillor Lorraine Lindsay-Gale
Councillor Yvonne Constance OBE
Councillor David Bartholomew
Councillor Liam Walker

Other Members in Attendance: Councillor Liz Brighthouse (Agenda 7)

Officers:

Whole of meeting Nick Graham, Director of Law & Governance; Lorna Baxter, Director for Finance; Colm Ó Caomhánaigh, Committee Officer

| Part of the meeting Item | Name |
|-----------------------------|---|
| 6 | Robin Rogers, Head of Strategy |
| 9 | Patrick Lingwood, Active and Healthy Travel Officer |
| 9,11 | Rachel Wileman, Assistant Director Strategic Infrastructure and Planning |
| 10 | Craig Bower, ICT Project Manager; John Disley, Infrastructure Strategy and Policy Manager |
| 11 | Kevin Broughton, Minerals Principle Officer |
| 12 | Charlotte Simms, Senior Policy Officer |

The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, together with a schedule of addenda tabled at the meeting, and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda, reports and schedule, copies of which are attached to the signed Minutes.

21/20 APOLOGIES FOR ABSENCE

(Agenda Item. 1)

Apologies for absence were received from Councillor Mark Gray and Councillor Judith Heathcoat. Councillor Steve Harrod participated by telephone conference call.

The Chairman noted that some Members were following government advice in relation to Covid-19 by self-isolating. The Government is considering legislation to allow for remote voting at local authority meetings but this is not in place yet and therefore only Members who are physically present at a meeting can vote.

Meetings are being reviewed on a continuous basis. Yvonne Rees, Chief Executive, also sent her apologies as she had to participate in a national conference call on Covid-19 measures.

22/20 DECLARATIONS OF INTEREST

(Agenda Item. 2)

There were no declarations of interest.

23/20 MINUTES

(Agenda Item. 3)

The minutes of the meeting held on 25 February 2020 were approved and signed as a correct record.

24/20 QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

Councillor Judy Roberts had given written notice of the following question to Councillor Yvonne Constance:

‘Can we be assured by the Cabinet Member for Environment that the review of the cycle and walking standards referred to in the Oxford Local Cycling and Walking Infrastructure Plan will incorporate the relevant National standards and that these standards will be adhered to in the designs that are produced to implement the forthcoming Oxford, Bicester and Didcot LCWIPs?’

Councillor Constance replied:

‘The review of the Oxfordshire cycle and walking standards will take into account all relevant national guidance, including current guidance and forthcoming updated national cycling guidance. It is intended that the updated Oxfordshire guidance will be more succinct and more focused on designs that are typically a cause of contention, such as priority for cycle track crossings of side roads, including the inclusion of schematic design plans. The intention is that the design standards will thereby be more easily

accessible and more helpful to all groups, such as planners, developers and engineers, involved in cycle and walking scheme design. In this way, it is intended a greater adherence to design standards will be achieved in scheme designs and implementation. Outline schemes within the Oxford LCWIP and future designs in the draft Bicester and Didcot LCWIPs will all follow Oxfordshire Cycling and Walking Design Standards and other best practice cycling and walking design guidance.'

Supplementary Question: 'Is there enough flexibility in the detailed planning of the HIF bid infrastructure project to fully integrate with the recommendations of the Didcot LCWIP and what level of modal shift from car to walking, cycling and public transport does the OCC modelling predict?'

Councillor Constance responded:

'The public consultation for the HIF bid is currently on the Council website and that will be taken into consideration. The ambition is a 50% increase in cycling and walking which is challenging but should be possible if the funding is received.'

Councillor Susanna Pressel had given written notice of the following question to Councillor Yvonne Constance:

'I'd like to congratulate everyone concerned in commissioning and writing the report on the Oxford Local Cycling and Walking Infrastructure Plan (LCWIP). Please pass on my congratulations and thanks.'

It's one of the best reports I have ever read. It could revolutionise the health of our residents -- by encouraging active travel - and reduce considerably the pollution and congestion that we all hate so much.

It provides the government with a persuasive case for investing heavily in walking and cycling in our county. I was delighted to see that we have already had positive feedback from the DfT, which also recognises how these proposals fit in with some of the other excellent and bold work that has been taking place. I was particularly glad to see that they support 20 mph limits and I hope we will get far more of these?'

I'd like to ask Cabinet firstly when we hope to hear about government investment in some of the schemes proposed, secondly when and how we plan to develop the elements that the report identifies in paragraphs 16 and 17 and thirdly when this work can be extended to Bicester and Didcot?'

Councillor Constance replied:

'We welcome the support for the Oxford LCWIP project and recognition (including by the Department for Transport) of the quality of the work produced. In terms of hearing about Government investment to support the LCWIP programme, other than the headline announcements for overall investment levels across this area and public transport, we have had nothing

specific, so await further details. The important thing is that we have planned projects which are developed and supported, which helps maximise our chances of success through any funding process.

Some of the work identified in paragraphs 16 and 17 is already underway – reviewing design guidance for instance – and the review and update of policies in Active & Healthy travel will be one of the main areas of focus for the Council's new Local Transport & Connectivity Plan. The initial public engagement on this Plan, now open, includes a series of Topic Papers on Active Travel and related projects. We are also looking at opportunities to integrate the LCWIP with projects (including CPZs, Low Traffic Neighbourhoods and the public transport network) as these will help increase levels of cycling and walking – building more and better cycle and pedestrian facilities on their own won't be enough, as the report identifies.

The recent Council budget decision to allocate additional funding to this area to support a dedicated Active Travel Hub lead role will directly support all of this work, and allow us to be more pro-active in working with partners to take forward other projects, including the proposed 'Greenways' network, Active Travel projects in other locations, developing a programme of more comprehensive and meaningful survey data (so we can better monitor progress against outcomes) and updated guidance and training/development programmes.

Elsewhere, work on the Bicester LCWIP is fairly advanced, and is expected to be substantially complete by May with proposals ready for consideration and approval over the summer. The Didcot LCWIP is less well developed but is expected to be completed by the autumn.'

Councillor Paul Buckley had given written notice of the following question to Councillor Mark Gray:

'The recent decisions by Cabinet on bids to the Youth Opportunity Fund were excellent news to those organisations that were successful. Unfortunately, because the need far exceeds the funds made available, there were another 71 organisations who devoted a huge amount of time and effort in making bids that were unsuccessful. Will Cllr Gray please arrange for these to be provided with feedback on their bids, to help them learn from the experience?'

Councillor Gray replied:

'Unfortunately we did not have the capacity as a cross-party Evaluation Panel to prepare individual feedback on 71 bids. We greatly appreciate the significant work that these organisations did to apply for this fund, and while it was fantastic to have such a high number of responses to the call for bids, it does mean that a large number of organisations have had to be disappointed on this occasion. We wrote to each organisation and expressed our gratitude for their bids and for the work that they do for Oxfordshire's youth.'

25/20 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

The following requests to address the meeting had been agreed by the Chairman:

| Item | Speaker |
|---|---|
| Item 7 – Business Management and Monitoring Report | Councillor Liz Brighthouse, Chairman of the Performance Scrutiny Committee Councillor Glynis Phillips, Shadow Cabinet Member for Finance |
| Item 9 – Oxford Local Cycling and Walking Infrastructure Plan | Councillor Bob Johnson, local councillor for Kennington & Radley Robin Tucker, Cycling UK Oxfordshire Simon Hunt, Cyclox |
| Item 11 – Oxfordshire Minerals and Waste Local Development Scheme | Councillor Bob Johnson, local councillor for Kennington & Radley |

26/20 ARMED FORCES SUPPORT

(Agenda Item. 6)

Cabinet considered a report on the development and progress of actions to strengthen the Oxfordshire Armed Forces Covenant commitments and proposing to agree an application in pursuit of a gold award in the national Employer Recognition Scheme.

The Chairman welcomed the report noting that the Council was the first to sign a local Armed Forces Covenant in 2011.

Robin Rogers, Strategy Manager, gave apologies from Simon Furlong, Corporate Director of Communities, and Samantha Shepherd, Senior Policy Officer, who could not attend today. He then summarised the report.

He emphasised how important the armed forces has been in Oxfordshire – even before Brize Norton became the RAF’s primary station in the UK. The County is also home to many pensioners, reservists and others who work in support operations.

The proposal is to apply for a gold award as an employer. An important goal is to ensure that nobody is disadvantaged because they are a member of the

armed forces or because a family member is in the armed forces. The Council already does much of what it is proposed to commit to in the report.

During discussion Cabinet unanimously supported the proposals making the following points:

- The report showed a real understanding of the detail and Samantha Shepherd should be complimented in particular.
- It is important that the business community is aware of the skills that former members of the armed forces can bring to them.
- The Council needs to ensure that armed forces families are well looked after in terms of schooling and health services.

RESOLVED 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.

27/20 BUSINESS MANAGEMENT & MONITORING REPORT - JANUARY 2020

(Agenda Item. 7)

Cabinet had before them a report that set out Oxfordshire County Council's (OCC's) progress towards Corporate Plan priorities and that provided an update on the delivery of the Medium-Term Financial Plan, at 31 January 2020.

Councillor Liz Brighouse, Chairman of the Performance Scrutiny Committee, gave apologies from Councillor Glynis Phillips who was also due to speak and reported on the discussion of the report at the scrutiny committee making the following points:

- The scrutiny committee does not get to see every report since they are provided monthly so took the opportunity to have a lengthy discussion, in particular focussing on SEND and Education, Health and Care Plans (EHCPs).
- It was pleasing to hear that the Council is working with other councils to learn from each other on these nation-wide challenges.
- It was agreed to work with the Education Scrutiny Committee to explore the reasons for the increase in the number of applications for EHCPs and discuss if there are better ways that money could be spent for some children. The Chairmen will meet to scope a proposal for a working group. They will meet with relevant officers as part of this process and seek information on the costs of various options such as out-of-county placements.

- The scrutiny committee also discussed Delayed Transfers of Care (DTOCs). They had already examined this at a previous meeting and intend to continuously review progress on this issue on which this county is the sixth or seventh worst in the country.
- On the Growth Deal, the committee would like to see the actual housing figures behind the RAG ratings and see the percentages of social and affordable housing involved.
- At its next meeting it will focus on the overspends detailed in Annex C.

Councillor Lorraine Lindsay-Gale, responding to these points, stated that she was happy to work with the scrutiny committees on the EHCP issue. The issue of needing to use out-of-county placements was identified two years ago and three new schools were planned. Two are held up in the planning process but the third is on track.

Councillor David Bartholomew summarised **the finance elements of the report and ~~more recent developments~~ as Cabinet Member for Finance and the performance and risk elements of the report** on behalf of Councillor Heathcoat:

- It indicated that good progress was being made on the priorities in the Corporate Plan.
- On DTOCs the Government had just announced the public health grants and Oxfordshire's was £31m up 5.1% on last year.
- The forecast Directorate overspend of £6.5m will be partly met from the remaining corporate contingency budget of £3.5m and £0.4m of the Strategic Measures underspend.
- There is a £4.5m overspend related to increased costs in corporate parenting. A small change in numbers of young people requiring small group living can create a significant change in overall spend.
- £5.8m of savings that are not expected to be achieved in year are reflected in the Directorate forecast outturn position. These might be achieved in 2020/21.

Councillor Lawrie Stratford added that the DTOC figures have been improving but the Covid-19 virus introduced a new pressure. Staff face a new challenge in providing home care. This is a quickly changing situation. He welcomed the increase in the public health grant but he will need to see the detail. It is possible that there may be more expectations placed on the Council.

The resolution was moved by the Chairman and adopted unanimously.

RESOLVED: to

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

Paragraph 3 above amended in bold and strikethrough at the meeting on 26 May 2020

28/20 CAPITAL PROGRAMME MONITORING REPORT - JANUARY 2020

(Agenda Item. 8)

Cabinet considered the report which focused on the delivery of the capital programme and new inclusions with the overall ten-year capital programme.

Councillor David Bartholomew summarised the report. There has been a small decrease of £0.4m in forecast expenditure for 2019/20 due to a rescheduling of some school maintenance projects to the following year with minimum impact as explained in Paragraph 11 on Agenda Page 86.

The total ten-year programme sees an increase of £1.7m as a result of financial contributions to Local Growth Fund projects agreed by the OxLEP as outlined in Paragraph 15 on Agenda Page 87 and Annex 1c.

The figures for the Housing and Growth Deal Programme are outlined in Paragraphs 16 to 19 on Agenda Page 88 but are going to change as technical assessments are completed and progressed through key stages of delivery.

The Chairman noted the expenditure on the Milton Enterprise Pedestrian and Cycle Bridge and the project at Shores Green Witney as examples that showed that the deal was not all about Oxford city.

Councillor Yvonne Constance added that she would like to see a list of Year 2 programmes.

The Chairman moved the recommendations and they were approved by consensus.

RESOLVED:

- 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.

29/20 OXFORD LOCAL CYCLING & WALKING INFRASTRUCTURE PLAN

(Agenda Item. 9)

Cabinet had before it a detailed 10-year plan to improve cycling and walking in Oxford.

Councillor Bob Johnston had requested to speak on this item but was unable to attend on medical advice. He sent a text which the Chairman agreed to include in the minutes:

"I fully support the recommendations on this item. In respect of Kennington and Radley I hope that in the fullness of time there will be a network of safe

and secure network of cycle tracks from the centre of Abingdon to the centre of Oxford, and which will go through the Division. This will build on the excellent work done on the Sustrans track which currently runs from Sandford Lane to Folly Bridge. What is unclear to me currently is how to devise a route from the top of Church Street in Radley to the Abingdon ring road. My heartfelt plea for any of the above, and indeed the rest of the County networks, to be properly maintained. Cyclists will not use poorly maintained track, and who can blame them. Similarly please ensure that they are kept free of nettles and brambles during the growing season. The latter are particularly route limiting in summer.”

Robin Tucker, Chair of Cycling UK Oxfordshire, welcomed the proposal. He stated that the case for cycling had never been clearer, listing the benefits for health, air quality, traffic congestion and climate change. Research had shown that improvements to the public realm such as this can lead to an increase for local businesses of 30%. He hoped that the capacity and skills were there to deliver and that similar improvements can be made for other towns in the County.

Simon Hart, former chair of Cyclox, spoke on behalf of the current chair who could not attend. He urged the adoption of all 27 policies in the report. He thanked the Chairman and the Cabinet Member for Environment for their support and Patrick Lingwood for being so thorough. He believed that the proposals provided particular benefits for socially deprived areas. He also hoped that similar plans could be applied across the County.

Councillor Yvonne Constance thanked the cycling campaigners for their research and work that fed into the proposals. The plan is embedded in the Connecting Oxford proposals and will inform planners and developers as well.

She had received a written question from Councillor John Sanders, who was unable to attend the meeting, with regard to security issues for cycling and cyclists such as standardised stamping, lighting and tracking devices. She stated that these were matters for the district and city councils to address and people should lobby them on security issues.

Patrick Lingwood, Active and Healthy Travel Officer, summarised the plan. The headline targets are challenging. For example, they want to increase the numbers cycling into the city from 20,000 to 30,000. The key aspects were the cycle network, the fact that it was part of the wider Connecting Oxford plan and linked to the Low Traffic Neighbourhoods. The plan demonstrated that the Council was ready to go, once the funding is made available.

During discussion Cabinet unanimously supported the proposals making the following points:

- The Government’s Transport spokesperson had emphasised that, in considering funding awards, the ability to implement plans would be

important. This plan ensured that the Council was well placed in this regard.

- Members looked forward to plans being produced for other towns and expressed concern that some of the older narrow streets might provide challenges.
- Cycling and walking infrastructure should be regarded as just as important as water and electricity services.
- Officers were commended for the excellent work on the plan.

Rachel Wileman, Assistant Director Strategic Infrastructure and Planning, confirmed that plans were advancing for other areas – Bicester and Didcot later this year. She agreed to check if these will be included in the bid for funding.

RESOLVED: to approve the Oxford Local Cycling & Walking Infrastructure Plan (LCWIP), including the Oxford cycle network plan.

30/20 DIGITAL INFRASTRUCTURE STRATEGY

(Agenda Item. 10)

Cabinet considered a plan to support delivery of the Government's commitment to have 100% coverage of full fibre broadband and close to 100% coverage of fast mobile.

Councillor Ian Corkin introduced the report. The Council had been to the forefront in the Better Broadband for Oxfordshire (BBO) project which had been successful in providing fibre connectivity across the county but the next stage is to bring fibre from the 'cabinet' to premises. It will provide Giga-byte capability and is essential to 5G mobile coverage. The Memorandum of Understanding with the other local councils and OxLEP will help facilitate this.

Craig Bower, ICT Project Manager, summarised the report. Broadband coverage is currently 97% and the current system may suffice for the next 5 to 7 years but the Government has identified that the UK is behind the rest of Europe and North America. The aim is to bring fibre to every premises and to integrate fibre and mobile systems. This will be delivered by a combination of commercial investment and public funding. The Oxfordshire team has the experience of the BBO project behind it and is mobilised to support this next phase.

Councillor Yvonne Constance asked if the model was changing as to how communities remaining without broadband got included, such that suppliers took the lead rather than our programme. Craig Bower responded to confirm this is increasingly the case, but that the supplier concerned would be able to point residents to the government's gigabit voucher scheme which often enabled the supplier to extend coverage without the residents or businesses needing to contribute their own funding

The Chairman put the proposal and it was adopted by consensus.

RESOLVED: 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.

31/20 OXFORDSHIRE MINERALS AND WASTE LOCAL DEVELOPMENT SCHEME

(Agenda Item. 11)

Cabinet was asked to consider a revised minerals and waste development scheme and ultimately the proposed timetable for the preparation of the Minerals and Waste Local Plan.

Councillor Bob Johnston had requested to speak on this item but was unable to attend on medical advice. He sent a text which the Chairman agreed to include in the minutes:

“Again I fully support the recommendations. It will protect the whole County from speculative applications for mineral extraction. This is particularly relevant to Kennington and Radley in as much as a local land owner has made public his desire to reactivate the Radley ROMP. I am advised that a complete and adopted strategy will make his speculative desire that much more difficult to achieve.”

Councillor Yvonne Constance introduced the report which is aimed at making a submission to the Planning Inspectorate in January 2021. Kevin Broughton, Minerals Principle Officer, noted that the consultation had been delayed due to staff changes. However, the timetable presented in the report would ensure that the submission was made within the term of this Council.

Rachel Wileman added that more nominations of sites had been received than had been anticipated. Also, there had been changes to the habitat assessments that took more time.

Councillor Lawrie Stratford commented that he had no qualms about the time taken to get this far – it was more important to make it robust.

Councillor Lorraine Lindsay-Gale thanked officers for their attendance at local meetings and the clarity of the responses that they gave.

Councillor Constance referred to a question she had received in writing from Councillor John Sanders. He was concerned that if the target for completion was not met, then it would make it difficult to control operators. However, she was assured that Part 1 remains in place whether or not Part 2 – the

local sites plan – is completed. She recommended approval of the recommendations and they were agreed by consensus.

RESOLVED: 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.

32/20 OXFORDSHIRE MINERALS AND WASTE STATEMENT OF COMMUNITY INVOLVEMENT

(Agenda Item. 12)

Cabinet considered a report on how the community will be involved in preparing and reviewing the Minerals and Waste Local Plan.

Charlotte Simms, Senior Policy Officer, summarised the report. The Statement has been updated to comply with legislative changes. It also deals with Neighbourhood Plans and Statements of Common Ground on cross-boundary matters. It has been updated in relation to digital communication and the council's vision. It is up to Full Council to approve the Statement so Cabinet is asked to recommend that to Council.

Councillor Yvonne Constance noted that it was unclear when the next Council meeting could take place and asked if any delay in holding the meeting would impact on the Part 2 process for the local development scheme. Charlotte Simms confirmed that this would have no impact.

The recommendations were approved unanimously.

RESOLVED: 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.

33/20 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 13)

The Cabinet considered a list of items for the immediately forthcoming meetings of the Cabinet together with changes and additions set out in the schedule of addenda.

RESOLVED: to note the items currently identified for forthcoming meetings.

..... in the Chair

Date of signing