



To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 21 September 2021 at 2.00 pm

County Hall, New Road, Oxford OX1 1ND

Please note that Council meetings are currently taking place in-person (not virtually) with Covid-safety measures at the venue. Meetings will continue to be live-streamed and those who wish to view them are strongly encouraged to do so online to minimise the risk of Covid-19 infection.

If you wish to view proceedings, please click on this [Live Stream Link](#). However, that will not allow you to participate in the meeting.

If you still wish to attend this meeting in person, you must contact the Committee Officer by 9am four working days before the meeting and they will advise if you can be accommodated at this meeting and of the detailed Covid-19 safety requirements for all attendees.

Please note that in line with current government guidance *all* attendees are strongly encouraged to take a lateral flow test in advance of the meeting.

Yvonne Rees
Chief Executive

September 2021

Committee Officer: **Colm Ó Caomhánaigh**
Tel: 07393 001096; E-Mail:
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
Neil Fawcett	Cabinet Member for Community Services & Safety
Dr Pete Sudbury	Cabinet Member for Climate Change Delivery & Environment

Tim Bearder	Cabinet Member for Highways Management
Duncan Enright	Cabinet Member for Travel & Development Strategy
Calum Miller	Cabinet Member for Finance
Jenny Hannaby	Cabinet Member for Adult Social Care
Mark Lygo	Cabinet Member for Public Health & Equality

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 29 September 2021 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: 19 October 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 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 - 22)

To approve the minutes of the meeting held on 20 July 2021 (CA3a) and resumed on 30 July 2021 (CA3b) and to receive information arising from them.

4. Questions from County Councillors (Pages 23 - 24)

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

Currently council meetings are taking place in-person (not virtually) with Covid-safety measures operating in the venues. However, members of the public who wish to speak at this meeting can attend the meeting 'virtually' through an online connection. While you can ask to attend the meeting in person, you are strongly encouraged to attend 'virtually' to minimise the risk of Covid-19 infection.

Please also note that in line with current government guidance all attendees are strongly encouraged to take a lateral flow test in advance of the meeting.

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 15 September 2021. Requests to speak should be sent to colm.ocaomhanaigh@oxfordshire.gov.uk. You will be contacted by the officer regarding the arrangements for speaking.

If you ask to attend in person, the officer will also advise you regarding Covid-19 safety at the meeting. 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 9 am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

6. Business Management & Monitoring Report - July 2021 (Pages 25 - 116)

Cabinet Member: Cabinet Member for Finance

Forward Plan Ref: 2021/048

Contact: Louise Tustian, Head of Insight & Corporate Programmes Tel: 07741 607452/Kathy Wilcox, Chief Accountant Tel: 07788 302163

Report by Corporate Director Customers & Organisational Development and Director of Finance.

This report sets out Oxfordshire County Council's (OCC's) progress towards the Corporate Plan priorities for 2021/22 – July 2021. This Cabinet report will concentrate on the latest performance and risk position (July 21).

Cabinet is RECOMMENDED:

- a) To note July business management and monitoring report.**
- b) To approve virements set out in Annex 2b which include transferring £1m from the Covid-19 reserve to fund relevant expenditure within the directorates as set out in Annex C paragraph 72.**
- c) To approve the revised Music Service fees and charges as set out in Annex C paragraph 85 and Annex C-5.**

7. Workforce Report and Staffing Data - Quarter 1 - April - July 2021 (Pages 117 - 132)

Cabinet Member: Corporate Services

Forward Plan Ref: 2021/049

Contact: Sarah Currell, HR Manager – Business Systems Tel: 07867 467793

Report by Corporate Director Customers, Organisational Development & Resources (CA7).

Quarterly staffing report providing details of key people numbers and analysis of main

changes since the previous report.

The Cabinet is RECOMMENDED to note the report.

8. Oxfordshire Plan 2050 Reg 18 (Stage 2) Consultation Response
(Pages 133 - 352)

Cabinet Member: Travel & Development Strategy

Forward Plan Ref: 2021/122

Contact: Dawn Pettis, Strategic Planning Team Leader Tel: 07771 983395

Report by Corporate Director Environment & Place (**CA8**).

To seek agreement of the County Council's formal response to the OP2050 consultation.

The Cabinet is RECOMMENDED to consider the draft OCC response to the Oxfordshire Plan Regulation 18 (Stage 2) consultation and suggest changes to be made to the response as necessary.

9. Community Risk Management Plan (CRMP) 2022-2026 - Public Consultation (Pages 353 - 380)

Cabinet Member: Community Services & Safety

Forward Plan Ref: 2021/119

Contact: Paul Bremble, Group Manager – Strategic Risk & Assurance Tel: 07990 780805

Report by Corporate Director, Commercial Development Assets and Investment (**CA9**).

The 2018 Fire and Rescue National Framework requires each Fire and Rescue Authority to produce a publicly available Integrated Risk Management Plan (IRMP). Within Oxfordshire Fire and Rescue Service (OFRS) we have called this our Community Risk Management Plan (CRMP) to make it more meaningful to the public.

Our current CRMP is due to End in March 2022 so the production of a new CRMP has taken place which will run from April 2022 to March 2026. The CRMP is subject to public consultation which will take place for 12 weeks from 22nd September 2021.

The Cabinet is RECOMMENDED to accept and adopt in the final version the Community Risk Management Plan 2022 - 2026, for public Consultation.

10. Voluntary Sector Infrastructure Contract (Pages 381 - 392)

Cabinet Member: Public Health & Equality

Forward Plan Ref: 2021/105

Contact: Emily Schofield, Acting Head of Strategy Tel: 07881 311707/Karina Russell, Senior Policy Officer Tel: 07917 921511

Report by Acting Head of Strategy (**CA10**).

To seek approval for a grant agreement for a year in place of the current Voluntary Sector Infrastructure Contract, and the production of a wider Voluntary Sector Strategy across services.

The Cabinet is RECOMMENDED to:

- a) **Endorse the development of an organisational Voluntary and Community Sector (VCS) Strategy;**
- b) **Approve the recommendation of converting the current VCS infrastructure contract into a grant for the next year (2022/23) to enable the development of the VCS Strategy.**

11. Oxfordshire Street Design Guide (Pages 393 - 540)

Cabinet Member: Travel & Development Strategy

Forward Plan Ref: 2020/174

Contact: Chanika Farmer, Transport Development Control Lead Tel: 07557 082590

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

Oxfordshire County Council aims to enable Oxfordshire as a whole to become zero-carbon by 2050. This ambition extends into our role as the Local Highway Authority when advising and assessing new developments. The Design Guide presents how we can prioritise active and healthy travel through street design in new developments meeting our carbon ambitions and that of established transport policy.

The Cabinet is RECOMMENDED to endorse the Oxfordshire Street Design Guide for adoption and thereafter publication of the guidance document.

12. England's Economic Heartland (EEH) Governance - Endorsement to New Framework (Pages 541 - 554)

Cabinet Member: Leader and Cabinet Member for Transport & Development Strategy

Forward Plan Ref: 2021/160

Contact: James Gagg, Principal Infrastructure Planner Tel: 07776 997303/John Disley, Infrastructure Strategy & Policy Manager Tel: 07767 006742

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

Following discussions with Government and its Members, and in context of the emerging Oxford to Cambridge Arc Governance, England's Economic Heartland (EEH), the sub-national transport body for the area which includes Oxfordshire, has produced a new governance framework, including changes to the political oversight process.

The Cabinet is RECOMMENDED to

- a) **Confirm that England's Economic Heartland (EEH), the sub-national**

transport body encompassing Oxfordshire, should be considered as a 'strategic' outside body as per the definitions set out in Table 1 below;

- b) Endorse the new full EEH governance framework as set out in Annex 1; and
- c) Confirm appointment of the leader of the Council to the new EEH Political Forum, proposed to be called the Strategic Transport Leadership Board.

13. Watlington Relief Road - Preferred Options and In Principle Use of Statutory Powers (Pages 555 - 692)

Cabinet Member: Travel & Development Strategy

Forward Plan Ref: 2021/073

Contact: Marco Assucena, Programme Lead – South & Vale Tel: 07922 849387 / Helen Powdrill, Programme Lead - Countywide, Tel: 07554 103476 / John McLauchlan, Head of Infrastructure Planning Office, Tel: 07554 103512

Report by Corporate Director Environment & Place (**CA13**).

Following completion of Stage 0 Options Appraisal Report and consultation, to seek acceptance to continue with the design of the identified preferred option.

The Cabinet is RECOMMENDED to

- a) **Approve the revised alignment route (figure 1) and approve progression into Design and Procurement Stage 2 of the project.**
- b) **Approve in principle the use of The Oxfordshire County Council (Watlington Relief Road) Compulsory Purchase Order 202[x] in parallel with negotiations for private acquisition, with such powers of compulsory purchase used only as a matter of last resort. If Compulsory Purchase Order (CPO) is required to deliver the project, we will seek further approval, subject to the scheme meeting all CPO requirements and the paper will be brought back to Cabinet, once the necessary approval has been sought, including public engagement on preferred options and submission of a planning application for the scheme.**

14. Forward Plan and Future Business (Pages 693 - 696)

Cabinet Member: All

Contact Officer: Alison Bartlett, Democratic Support Officer Tel: 07741 607515

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 **CA14**. 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.
