

To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 18 July 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 this [Live Stream Link](#).



Martin Reeves
Chief Executive

July 2023

Committee Officer: **Chris Reynolds**
Tel: 07542 029441; E-Mail: chris.reynolds@oxfordshire.gov.uk

Membership

Councillors

Liz Leffman	Leader of the Council
Liz Brighthouse OBE	Deputy Leader of the Council
Tim Bearder	Cabinet Member for Adult Social Care
Duncan Enright	Cabinet Member for Travel & Development Strategy
Andrew Gant	Cabinet Member for Highway Management
Kate Gregory	Cabinet Member for Community Services & Safety
Calum Miller	Cabinet Member for Finance
Michael O'Connor	Cabinet Member for Public Health & Inequalities
Glynis Phillips	Cabinet Member for Corporate Services
Dr Pete Sudbury	Cabinet Member for Climate Change Delivery & Environment

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 26 July 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: 19 September 2023

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note below

3. Minutes (Pages 1 - 10)

To approve the minutes of the meeting held on 20 June 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 July 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 11 - 16)

Cabinet will receive the following Scrutiny reports:-

- Place Overview and Scrutiny Committee on Vision Zero
- People Overview and Scrutiny Committee on SEND and Staffing Changes in Children's Services **(to follow)**

7. Business Management & Monitoring Report - May 2023 (Pages 17 - 102)

Cabinet Member: Finance

Forward Plan Ref: 2023/031

Contact: Louise Tustian, Head of Insight and Corporate Programmes, louise.tustian@oxfordshire.gov.uk / Kathy Wilcox, Head of Financial Strategy, kathy.wilcox@oxfordshire.gov.uk

Report by Director of Finance **(CA7)**.

1. The Cabinet is RECOMMENDED to

- a) note the report and annexes.**
- b) approve the virement requests in Annex B-2a.**
- c) approve the use of £2.0m from the Transformation Reserve to fund the council's Delivery Unit and associated costs associated with transformation and driving efficiency.**
- d) note the use of £0.1m funding held in the COVID-19 reserve to further extend capacity needed within the Information Management team within Governance to support the council's ability to respond to Subject Access Requests (SARs) and approve the use of £1.5m one – off funding to support pressures in Children's Social Care in 2023/24.**
- e) agree the overall allocation of Homes for Ukraine grant funding as set out in Annex B-6 and authorise the Director of Finance to finalise the agreements with the City and District Councils following consultation with the Leader of the Council and the Cabinet Member for Finance.**
- f) approve the write-off of four unrecoverable social care debts with a combined total of £0.070m as set out in Annex B paragraph 93.**

8. Capital Programme Update and Monitoring Report (Pages 103 - 126)

Cabinet Member: Finance

Forward Plan Ref: 2023/002

Contact: Kathy Wilcox, Head of Financial Strategy, kathy.wilcox@oxfordshire.gov.uk

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

The Cabinet is RECOMMENDED to:

Capital Programme

1. **Accept the latest capital monitoring position for 2023/24 set out in Annex 1.**
2. **Approve the updated Capital Programme at Annex 2 incorporating the changes set out in this report.**

Grant funding

Agree the inclusion in the Capital Programme of the following grant funding updates and allocation:

3. **additional pothole funding of £3.706m to be added to the annual structural maintenance programme (Paragraph 81).**
4. **Sustainable Warmth Fund for Home Upgrade 2 grant of £6.4m to be utilised in 2023/24 and 2024/25 (Paragraph 46).**

Capital Approvals

Agree:

5. **An increase of £0.7m in the Bloxham CE Primary School scheme – new hall and kitchen (paragraph 59).**
6. **An increase of £0.3m in the Botley Road Corridor scheme to reflect the final accounts for the scheme (paragraph 63).**
7. **An update to the agreed funding for Tree Planting Programme to split this into capital (£1.8m) and revenue (£0.8m) elements (paragraph 65).**
8. **Inclusion of £18.0m for the Fleet Management Programme (paragraph 69).**
9. **Release of £0.8m Vision Zero pipeline funding towards Active Travel (paragraph 74).**
10. **The short-term funding arrangements on the North Oxford Corridor Scheme until the confirmation of the revised scheme cost and the reallocation of Growth Deal grant towards the scheme from the overall existing Growth Deal programme (paragraph 76).**

9. Treasury Management Annual Performance 2022/23 (Pages 127 - 140)

Cabinet Member: Finance

Forward Plan Ref: 2023/033

Contact: Tim Chapple, Treasury Manager, tim.chapple@oxfordshire.gov.uk

Report by Director of Finance (**CA9**).

Cabinet is RECOMMENDED to note the report, and to RECOMMEND Council to note the council's treasury management activity and outcomes in 2022/23.

10. Delegated Powers - Quarterly Report (Pages 141 - 144)

Cabinet Member: Leader

Forward Plan Ref: 2023/032

Contact: Colm Ó Caomhánaigh, Committee Officer,

colm.ocaomhanaigh@oxfordshire.gov.uk

Report by Director of Law & Governance (**CA10**).

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.

Cabinet is RECOMMENDED to note the executive decisions taken under delegated powers, set out in paragraph 4.

11. Updates to Terms of Reference for Future Oxfordshire Partnership (Pages 145 - 168)

Cabinet Member: Leader of the Council

Forward Plan Ref: 2023/123

Contact: Anita Bradley, Director of Law & Governance, anita.bradley@oxfordshire.gov.uk

Report by Director of Law & Governance (**CA11**).

The Cabinet is RECOMMENDED to approve the Future Oxfordshire Partnership's revised Terms of Reference and Memorandum of Understanding. These will take effect following approval by each of the six Oxfordshire councils.

12. Climate Action Programme Six Month Update (Pages 169 - 228)

Cabinet Member: Climate Change Delivery & Environment

Forward Plan Ref: 2023/122

Contact: Sarah Gilbert, Head of Climate Action, sarah.gilbert@oxfordshire.gov.uk

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

The Cabinet is RECOMMENDED to

- a. note the biannual update on the delivery of the Climate Action Programme (Annex 1).**
- b. approve adjustments to the programme for 2023/24 (Annex 2).**

- c. approve the Council's Carbon Management Plan through to 2030 (Annex 3).

13. HIF2 A40 - Outcomes of Scheme Review (Pages 229 - 236)

Cabinet Member: Travel & Development Strategy

Forward Plan Ref: 2023/001

Contact: Olu Solola, Programme Lead, olu.solola@oxfordshire.gov.uk

Report by Corporate Director Environment & Place (CA13).

The Cabinet is RECOMMENDED to:

- a) approve the continued development of the initial delivery phase of the HIF2 scheme as set out in this paper
- b) endorse the continued discussion with Homes England and giving of notice under clause 8.4 of the Grant Determination Agreement (GDA) for revisions to funding window, initial scheme delivery, milestones, ensuring that the required due diligence has been completed to manage programme and financial risk. Once this is completed Authorise the Corporate Director of Environment and Place, in consultation with the Director of Law and Governance, Director of Finance, Cabinet Member for Travel and Development Strategy and Cabinet Member for Finance, to enter into an amended GDA
- c) approve the further scheme development, assessment and preparation of materials and Authorise the Corporate Director of Environment and Place to enter into public engagement on the initial delivery phase

14. Forward Plan and Future Business (Pages 237 - 244)

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.

15. For information only: Cabinet response to scrutiny report (Pages 245 - 246)

For information only: Cabinet response to scrutiny report

- Cost of living

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.