

To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 23 January 2024 at 2.00 pm

Rooms 2&3 - 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

January 2024

Committee Officer: **Chris Reynolds**

Tel: 07542 029441; E-Mail: chris.reynolds@oxfordshire.gov.uk

Membership

Councillors

Liz Leffman	Leader of the Council
Dr Pete Sudbury	Deputy Leader of the Council (inc. Climate Change Delivery & Environment)
Tim Bearder	Cabinet Member for Adult Social Care
Neil Fawcett	Cabinet Member for Community & Corporate Services
Andrew Gant	Cabinet Member for Transport Management
Kate Gregory	Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement
John Howson	Cabinet Member for Children, Education & Young People's Services
Dan Levy	Cabinet Member for Finance
Dr Nathan Ley	Cabinet Member for Public Health, Inequalities & Community Safety
Judy Roberts	Cabinet Member for Infrastructure & Development Strategy

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 31 January 2024 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: 30 January 2024

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note below

3. Minutes (Pages 1 - 8)

To approve the minutes of the meeting held on (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 17 January 2024. 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. Appointments

7. Reports from Scrutiny Committees (Pages 9 - 38)

Cabinet will receive the following Scrutiny reports:-

Performance & Corporate Services Overview & Scrutiny Committee reports on:-

Employee Engagement Survey
Capital Asset Disposal Process
Social Value Policy

8. Future Council Governance Group - Final Report (Pages 39 - 54)

Cabinet Member: Community & Corporate Services

Forward Plan Ref: 2023/364

Contact: Simon Harper – Head of Governance,

simon.harper@oxfordshire.gov.uk

Report by Director of Law and Governance and Monitoring Officer **(CA8)**

The Cabinet is RECOMMENDED to:-

- a) To note the work undertaken by the Future Council Governance Group including the following recommendations for consideration by the Cabinet:**
- b) To review the inter-relationship between the Cabinet and Scrutiny and introduce an integrated forward plan which brings together the individual work plans of the Cabinet and Overview and Scrutiny Committees.**
- c) To evaluate the cost and processes for a citizens' panel with a view to selecting one topic in 2024-25 for review by a citizens' panel and review its success or otherwise before committing to any future panels.**
- d) To reinvigorate locality meetings by inviting local stakeholders as necessary and undertake a wider review of locality working including the practicalities of delegating some budgets and allowing recommendations to be made to the Cabinet and Cabinet Members.**
- e) To take steps to embed 'futures planning' across the Council and for it to become integral part of the decision-making process and scrutiny work plans.**

9. People and Culture Strategy (Pages 55 - 72)

Cabinet Member: Community & Corporate Services

Forward Plan Ref: 2023/360

Contact: Cherie Cuthbertson – Director of Workforce and OD,
Cherie.cuthbertson@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer **(CA9)**

1. **The Cabinet is RECOMMENDED to approve “Our People and Culture Strategy” annexed to this report outlining four priority areas of focus:**
 - a. **Attracting, recruiting, and retaining talented people**
 - b. **Enabling our people to thrive and perform.**
 - c. **Enabling our people to grow and evolve for the future.**
 - d. **Enabling our people to lead and transform for the future.**
 2. **The Cabinet is asked to note the programme in place to support the delivery of the strategy.**
- 10. Report on the Authority's Policy for compliance with the regulation of the Investigatory Powers Act 2000 , the use of activities within the scope of this act and the recent inspection by the Investigatory Powers Commissioner's Office (Pages 73 - 78)**

Cabinet Member: Community & Corporate Services

Forward Plan Ref: 2023/323

Contact: Jody Kerman, Head of Trading Standards
jody.kerman@oxfordshire.gov.uk

Report by Director of Law & Governance and Monitoring Officer **(CA10)**

Cabinet is RECOMMENDED to

- a) **Consider and note the use of activities within the scope of the Regulation of Investigatory Powers Act by the Council, and**
 - b) **Approve the revised Policy for Compliance with the Investigation of Regulatory Powers Act 2000 included in the annex of this paper**
 - c) **Note the comments provided by the Investigatory Powers Commissioner’s Office regarding assurance of ongoing compliance with RIPA 2000 and the Investigatory Powers Act 2016 and that a further inspection is not required until 2026.**
- 11. Business Management & Monitoring Report - October/November 2023 (Pages 79 - 162)**

Cabinet Members: Corporate Services and Finance

Forward Plan Ref: 2023/229

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 Executive Director of Resources and Section 151 Officer (CA11)

The Cabinet is RECOMMENDED to

- a) note the report and annexes.
- b) note the virements in Annex 2b

12. Capital Programme Approvals - January 2024 (Pages 163 - 166)

Cabinet Member: Finance

Forward Plan Ref: 2023/233

Contact: Natalie Crawford, Capital Programme Manager,
natalie.crawford@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer (CA12).

The Cabinet is RECOMMENDED to:

- a) approve the inclusion of 'Great Mead', a Children's Residential Home, into the Capital Programme, releasing £3.1m of funding agreed by Council in February 2023.
- b) approve the inclusion of 'Willow Bank', a Children's Residential Home, into the Capital Programme, releasing £1.8m of funding agreed by Council in February 2023.
- c) approve the inclusion of a new Special Educational Needs & Disabilities (SEND) School for Social and Emotional High Needs (SEMH) and Autistic Spectrum Disorder (ASD), located in Didcot, into the Capital Programme, with an indicative capital budget of £14.4m to be met by section 106 funds and High Needs grant 2021/22 to 2023/24.

13. Freehold Disposal Chilterns End Former Care Home, Henley on Thames (Pages 167 - 170)

Cabinet Member: Finance

Forward Plan Ref: 2023/359

Contact: Henry White, Senior Strategic Assets Officer
(07513703546), Michael Smedley, Head of Estates, Assets and Investment (07543
509690)

Report by Director of Property Services (CA13)

The Cabinet is RECOMMENDED to:

- a) Approve, as a key decision, the freehold sale of land comprising the former elderly persons home at Chilterns End to a named purchaser in consideration of the Council receiving a capital receipt.
- b) Delegate authority to the Executive Director of Resources, in consultation with the Cabinet Member for Finance, to consider officer recommendations and agree the final purchaser and sale price.

EXEMPT ITEM

It is **RECOMMENDED** that the public be excluded during consideration of the following item since it is likely that if they were present during that item there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified below in relation to those items and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

THE ANNEXES TO THE ITEM HAVE NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH OTHERS AND NO COPIES SHOULD BE MADE

14. Oxford City Centre Accommodation Strategy (Pages 171 - 336)

Cabinet Member: Finance

Forward Plan Ref: 2023/324

*Contact: Chris Dyer, Operational Manager & Senior Project Lead (Major Projects),
Property Services*

chris.dyer@oxfordshire.gov.uk

Report by Executive Director of Resources & Section 151 Officer **(CA14)**

The Cabinet is RECOMMENDED to:

- a) progress Option 2: 'Consolidation in Speedwell House and disposal of County Hall' as the preferred option and progress the project through the Council's capital governance and reporting processes, noting the financial position.
- b) To engage the market to assess interest in both New and Old County Hall to inform a final decision on Old County Hall's future.

15. Delegated Powers Report for October to December 2023 (Pages 337 - 338)

Cabinet Member: Corporate Services

Forward Plan Ref: 2023/230

*Contact: Colm Ó Caomhánaigh, Democratic Services Manager,
colm.ocaomhanaigh@oxfordshire.gov.uk*

Report by Director of Law & Governance (**CA15**)

To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c). It is not for Scrutiny call-in.

16. Forward Plan and Future Business (Pages 339 - 342)

Cabinet Member: All

*Contact Officer: Chris Reynolds, Senior Democratic Services Officer,
chris.reynolds@oxfordshire.gov.uk*

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 **CA16**. 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.

17. For information only: Cabinet response to Scrutiny item (Pages 343 - 344)

SEND and Staffing Changes

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.