

To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 19 November 2024 at 2.00 pm

Room 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

November 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 with responsibility for Climate Change, Environment & Future Generations
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 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 27 November 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: 17 December 2024

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 15 October 2024 (**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. Requests to speak should be sent to committeesdemocraticservices@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 11 - 36)

Cabinet will receive the following Scrutiny reports:-

Oxfordshire Joint Health Overview and Scrutiny Committee report on Epilepsy Services

Place Overview and Scrutiny Committee reports on:-

Oxfordshire Flood Response

LTCP Monitoring

8. Cabinet Response to Council Motion on SEND Services (Pages 37 - 42)

Cabinet Member: SEND Improvement

Forward Plan Ref: 2024/324

Contact: Kate Reynolds, Deputy Director of Education

Kate.reynolds@oxfordshire.gov.uk

Report by Director of Children's Services **(CA8)**

The Cabinet is RECOMMENDED to respond to the requests from Council as given below:

Council calls on Cabinet to consider;

- a) More meaningfully involve young people and youth organisations throughout all policy-making processes within SEND improvement and the PAP.
- b) Any consultations or engagement with young people by this council must have a visible public follow-up to the outcomes and tangible metrics to ensure outcomes are delivered.
- c) All Council policies that affect young people, must include an impact assessment, and ensure that reasonable mitigation measures are put in place.
- d) Ensuring that where appropriate all future events, in person/online, run or funded by OCC, especially those related to the PAP, LAP, and SEND improvement, are open to appropriate young people with the attendance of their parent or carer.
- e) Launching a rapid task force for the voice of the young person and SEND users, and task them to create a framework for a Youth Forum within three months.
- f) The leader to appoint a SEND Champion from an opposition group to enable that a wider range of voices in the SEND community are able to feed into SEND improvement and services, and that such person sits on the SEND Improvement board.

9. Outline allocation of cost of living and associated community wealth building funding for October to March 2024/25 (Pages 43 - 54)

Cabinet Member: Public Health, Inequalities and Community Safety

Forward Plan Ref: 2024/291

Contact: Paul Wilding, Programme Manager – Cost of Living
(Paul.Wilding@oxfordshire.gov.uk)

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

The Cabinet is RECOMMENDED to

- a) note the cost-of-living support measures delivered during the first half of 2024/25, as summarised in table 2;
- b) agree to the support package for the second half of 2024/25, as summarised in table 2;
- c) delegate authority to the Director of Public Affairs, Policy & Partnerships in consultation with the Cabinet Member for Public Health, Inequalities and Community Safety, to amend the programme during the year in response to changing and emerging need, within the overall programme budget

10. Including Everyone Equalities, Diversity and Inclusion Framework: 2025 - 2029 (Pages 55 - 122)

Cabinet Member: Leader

Forward Plan Ref: 2024/263

Contact Officer: Tannah Collier, Policy Officer
Tannah.collier@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer (CA10).

The Cabinet is RECOMMENDED to

- a) Agree to adopt the refreshed Including Everyone Equalities, Diversity and Inclusion framework, 2025-2029.
- b) Endorse the data-led approach to implementing the new Including Everyone framework through corporate key performance indicators (KPIs).

11. Local Transport and Connectivity Plan Monitoring Report (Pages 123 - 236)

Cabinet Member: Infrastructure and Development Strategy, Transport Management.

Forward Plan Ref: 2024/231

Contact: Joe Kay, Oxfordshire Transport Strategy Team Leader

(Joseph.Kay@oxfordshire.gov.uk)

Report by Director of Environment and Highways (CA11).

Cabinet is RECOMMENDED to:

- a) Note the progress made on delivering the Local Transport and Connectivity Plan to date.
- b) Approve the Local Transport and Connectivity Plan monitoring report for publication (Annex 1).
- c) Approve the proposed changes to the Local Transport and Connectivity Plan for publication (Annex 2).

12. Climate Action Programme Six Month Update (Pages 237 - 276)

Cabinet Member: Deputy Leader of the Council with Responsibility for Climate Change, Environment and Future Generations.

Forward Plan Ref: 2024/230

Contact: Ariane Crampton, Zero Carbon Oxfordshire Partnerships and Programme Manager (Ariane.Crampton@oxfordshire.gov.uk)

Report by Director of Environment and Highways (CA12).

Cabinet is RECOMMENDED to:

- a. Note the biannual update on the delivery of the Climate Action Programme (Annex 1) and linked requests in the budget setting process.
- b. Note the greenhouse gas emissions reports for wider Oxfordshire area (Annex 2) which will be presented to the Future Oxfordshire Partnership Board on 26 November

13. Local Enterprise Partnership Integration - Phase 2 (Pages 277 - 318)

Cabinet Member: Leader, Infrastructure & Development Strategy

Forward Plan Ref: 2024/278

Contact Officer: Chloe Taylor, Head of Economy

Chloe.taylor@oxfordshire.gov.uk

Report by Director of Economy and Place (CA13).

The Cabinet is RECOMMENDED to

1. **Note that the county council is now responsible for economic development functions previously the responsibility of the Oxfordshire Local Enterprise Partnership (OxLEP), including strategic economic planning.**
2. **Agree to retain the existing council owned company OxLEP, for the delivery of some of these economic functions as set out in a revised contract and based on the business case attached at Annex A.**
3. **Agree to establish a Shareholder Committee as a committee of Cabinet with Terms of Reference as set out in Annex B and, with the assumption that this is first agreed by Cabinet, that the Shareholder Committee will meet within one month of this Cabinet meeting.**
4. **Recommend to the to be established Shareholder Committee that they then make changes to the Articles of Association as attached at Annex C and change the trading name of the company to Enterprise Oxfordshire.**
5. **Agree to the Shareholder Committee immediately appointing the company directors and make any appointments that are required from time to time in accordance with revised Articles of Association.**
6. **Agree that the Cabinet will be responsible for developing a new Strategic Economic Plan, in consultation with other partners, founded on the strategic priorities of the council.**
7. **Agree to the Shareholder Committee tasking the company directors to oversee the development of a business plan and budget for 2025/26 and future years for sign off from the Shareholder Committee, in line with the economic priorities set out by Cabinet.**
8. **Agree to establish an Oxfordshire Economic Partnership Board to support the Cabinet in the discharge of its economic development functions.**
9. **Delegate authority to the Chief Executive in consultation with the Executive Director of Resources and the Director of Law and Governance and Monitoring Officer to agree and conclude the details of amendments to the contract with OxLEP Ltd including the revisions in recommendation 2 above, the extension of the contract to 31 March 2026 and confirmation of arrangements regarding the delivery of the Skills Bootcamps initiative.**

14. Treasury Management Mid Term Review 2024/25 (Pages 319 - 330)

Cabinet Member: Finance

Forward Plan Ref: 2024/164

Contact: Tim Chapple, Treasury Manager

Tim.chapple@oxfordshire.gov.uk

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

Cabinet is **RECOMMENDED** to note the council's treasury management activity in the first half of 2024/25 and recommend Council to note council's treasury management activity in the first half of 2024/25

15. Business Management and Monitoring Report - September 2024 (Pages 331 - 458)

Cabinet Member: Finance

Forward Plan Ref: 2024/211

Contact Officer: Kathy Wilcox, Head of Corporate Finance

Kathy.wilcox@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer (**CA15**).

The Cabinet is **RECOMMENDED** to

- a) Note the report and annexes.
- b) Approve the virement requests in Annex B-2a and note the requests in Annex B-2b.
- c) Approve an introduction of a new charge in 2024/25 for monitoring of biodiversity net gain compliance.
- d) Approve the increased charges in 2024/25 for the Disclosure and Barring Service (DBS)

16. Capital Programme Approvals - November 2024 (Pages 459 - 462)

Cabinet Member: Finance

Forward Plan Ref: 2024/223

Contact Officer: Natalie Crawford, Capital Programme Manager,

Natalie.crawford@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer (**CA16**).

The Cabinet is **RECOMMENDED** to:

- a) approve the inclusion of East Oxford Mini Holland project into the capital programme with a value of £6.646m. £6.000m is to be funded from corporate resources, agreed by Council in February 2024, with the remaining £0.646m to be funded by S106 developer contributions.

EXEMPT ITEM

In the event that any Member or Officer wishes to discuss the information set out in the annex to Agenda Item 17, the Committee will be invited to resolve to exclude the public

for the consideration of the annex by passing a resolution in the following terms:

"that the public be excluded during the consideration of the annex since it is likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda".

NOTE: The report does not contain exempt information and is available to the public

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

17. Educational Psychology Assessment Service (Pages 463 - 472)

Cabinet Member: Children, Education and Young People's Services; SEND Improvement

Forward Plan Ref: 2024/312

Contact: Andrea Cochrane, SEND Commissioning Manager,

Andrea.cochrane@oxfordsire.gov.uk

Report by Director of Children's Services **(CA17)**

The information in this case is exempt in that it falls within the following prescribed categories:

3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)

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 annex containing exempt information under the above paragraph is attached.

The Cabinet is RECOMMENDED to:

- a) **Approve Oxfordshire County Council ("the Council") joining appropriate single supplier framework agreements set up by external organisations to enable the Council access to call off contracts with the supplier/s for Educational Psychology services.**
- b) **Approve the Council entering call-off contracts under such framework agreements in November/December 2024 and for a budgetary commitment for a period of 3 years**

18. Forward Plan and Future Business (Pages 473 - 480)

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 **CA18**. 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.

19. For information only: Cabinet response to Scrutiny item (Pages 481 - 486)

Circular Economy Strategy

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.