

To: **Members of the Cabinet**

## ***Notice of a Meeting of the Cabinet***

**Tuesday, 21 January 2025 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

January 2025

Committee Officer: **Chris Reynolds**

Tel: 07542 029441; E-Mail: [chris.reynolds@oxfordshire.gov.uk](mailto: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 29 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: 28 January 2025*

## **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 17 December 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](mailto: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 9 - 46)

Cabinet will receive the following Scrutiny reports:-

Oxfordshire Joint Health Overview and Scrutiny Committee report on Healthy Weight

Education and Young People Overview and Scrutiny Committee report on Education other than at Home Strategy (EOTAS)

Place Overview and Scrutiny Committee report on Local Nature Recovery Strategy

## 8. Response to Motion by Councillor Reeves on Winter Fuel Payments (Pages 47 - 54)

*Cabinet Member:* Finance

*Forward Plan Ref:* 2024/356

*Contact:* Paul Wilding, Cost of Living Programme Manager

[Paul.Wilding@oxfordshire.gov.uk](mailto:Paul.Wilding@oxfordshire.gov.uk)

Report by Executive Director of Resources and Section 151 Officer (CA8).

**The Cabinet is RECOMMENDED to note that the actions set out in this report respond to the motion relating to Winter Fuel Payments approved by Council in November 2024, the wording of which is set out in Annex One**

## 9. Citizens' Assembly Update (Pages 55 - 60)

*Cabinet Member:* Leader

*Forward Plan Ref:* 2024/364

*Contact:* Susannah Wintersgill, Director of Public Affairs, Policy and Partnerships

Report by Director of Public Affairs, Policy and Partnerships (CA9).

**The Cabinet is RECOMMENDED to**

- a) **Note progress being made on the citizens' assembly, which is being held in February and March 2025;**
- b) **Note that the actions set out in this report respond to the motion agreed by Council on 10 December 2024.**

## 10. Cabinet response to motion changes to inheritance tax and other farming matters (Pages 61 - 68)

*Cabinet Member:* Leader

*Forward Plan Ref:* 2024/372

Contact: Robin Rogers, Director of Economy and Place  
[Robin.rogers@oxfordshire.gov.uk](mailto:Robin.rogers@oxfordshire.gov.uk)

Report by Director of Economy and Place (CA10).

The CABINET is RECOMMENDED to

- a) Note the council's current and planned policy and programme activity in support of the rural economy;
- b) Note the requests from Council to Cabinet made through the motion on Farming passed by Council on 10 December 2024 and how the council's approach will address these issues.

## 11. Warm Homes: Local Grant Capital Retrofit Programme (Pages 69 - 74)

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

*Forward Plan Ref:* 2024/329

*Contact:* Sarah Gilbert, Head of Climate Action ([Sarah.Gilbert@oxfordshire.gov.uk](mailto:Sarah.Gilbert@oxfordshire.gov.uk))

Report by Director of Economy and Place (CA11).

Cabinet is RECOMMENDED to:-

- a) Note the submission of a funding request to Department for Energy Security and Net Zero to support retrofit of low-income households in, or at risk of, fuel poverty.
- b) Delegate authority to the Director of Economy & Place in consultation with the Executive Director of Resources and Section 151 Officer, to consider and conclude any agreements upon notification of a successful application for the Warm Homes: Local Grant (WH:LG).
- c) Delegate authority to the Director of Economy & Place in consultation with the Executive Director of Resources to issue an extension to the existing agreement for the Provision of Capital Retrofit Grant Distribution and Delivery Management Services (Home Upgrade Grant, Phase 2) for up to 24 months.

## 12. Funding contribution towards a jointly commissioned Mental Health Contract 2025-2035 (Pages 75 - 86)

*Cabinet Member:* Adult Social Care

*Forward Plan Ref:* 2024/334

*Contact:* Samia Shibli, Commissioning Manager -Live Well  
[Samia.shibli@oxfordshire.gov.uk](mailto:Samia.shibli@oxfordshire.gov.uk)

Report by Director of Adult Social Care (CA12)

**Cabinet is RECOMMENDED to:**

- a) **Approve the direct award of a new mental health contract between Buckinghamshire, Oxfordshire, Berkshire West Integrated Care Board (“BOB ICB”) and Oxford Health (NHS) Foundation Trust funded under the pooled fund arrangements of the S 75 Agreement (as defined at paragraph 30 below).**
- b) **Agree the Council’s funding contribution under the S 75 Agreement to BOB ICB for mental health services under the new mental health contract to be entered by BOB ICB for the lifetime of the contract.**
- c) **Delegate responsibility to the Director of Adult Social Services (DASS) in consultation with the Executive Member for Adult Social Care for oversight of the approval process as it progresses towards final sign off (by the contracting authority).**

### **13. Local Flood Risk Management Strategy Update (Pages 87 - 162)**

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

*Forward Plan Ref:* 2024/229

*Contact:* Clare Mills, Operations Manager – Flood Risk ([Clare.Mills@oxfordshire.gov.uk](mailto:Clare.Mills@oxfordshire.gov.uk))

Report by Director of Environment and Highways (CA13).

**The Cabinet is RECOMMENDED to approve the Local Flood Risk Management Strategy contained in Annex 2**

### **14. Civil Enforcement Procurement (Pages 163 - 170)**

*Cabinet Member:* Transport Management

*Forward Plan Ref:* 2024/369

*Contact:* Keith Stenning, Head of Service – Network Management

[Keith.stenning@oxfordshire.gov.uk](mailto:Keith.stenning@oxfordshire.gov.uk)

Report by Director of Environment and Highways (CA14).

**The Cabinet is RECOMMENDED to**

- a) **Approve the commencement of work to explore and consider options for Civil Enforcement provision for the county council due to contracts coming to an end March 2026.**
- b) **Endorse the proposed approach and key stages as set out in this paper.**

## **15. Affiliation between Oxfordshire and HMS Diamond (Pages 171 - 176)**

*Cabinet Member:* Leader

*Forward Plan Ref:* 2024/371

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

Report by Chief Executive **(CA15)**

**The Cabinet is RECOMMENDED to agree to forming an affiliation between Oxfordshire and His Majesty's Ship (HMS) 'Diamond'**

## **16. Business Management and Monitoring Report - November 2024 (Pages 177 - 254)**

*Cabinet Member:* Finance

*Forward Plan Ref:* 2024/212

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

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

**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 the creation of a new reserve to support costs associated with Local Government Devolution and Reorganisation and the transfer of £5.0m to the reserve.**
- d) **Approve the transfer of £3.0m from Adult Services to the Budget Priorities reserve.**

## **17. Capital Approvals Report - January 2025 (Pages 255 - 258)**

*Cabinet Member:* Finance

*Forward Plan Ref:* 2024/225

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

Report by Executive Director of Resources and Section 151 Officer **(CA17)**

**The Cabinet is RECOMMENDED to:**

- a) **approve the inclusion of 'The Greenwood Centre', an 11-bed accommodation block for 16–17-year-olds in need of supported accommodation, into the Capital Programme at an indicative cost of £1.932m, to be funded from £6.000m agreed by Council in February 2024 for additional Children's Homes.**

- b) approve a budget increase of £6.39m for ‘Great Western Park Special Educational Needs and Disability (SEND) School’, to be funded from the High Needs Grant.
- c) approve a budget increase of £1.500m to the Energy Saving Measures Programme, to be addressed through the annual Budget and Business Planning process and approval by Council in February 2025.
- d) approve a budget increase of £11.516m to the Didcot to Culham River Crossing, part of the Housing Infrastructure 1 (HIF1) programme, to be funded through additional funds granted by Homes England and agreed by Cabinet in July 2024.
- e) approve a budget increase of £12.537m to Didcot Science Bridge, part of the Housing Infrastructure 1 (HIF1) programme to be funded through additional funds granted by Homes England and agreed by Cabinet in July 2024.
- f) approve a budget increase of £11.916m to the Clifton Hampden Bypass project, part of the Housing Infrastructure 1 (HIF1) programme to be funded through additional funds granted by Homes England and agreed by Cabinet in July 2024.

## 18. Delegated Powers Report for October to December 2024 (Pages 259 - 262)

*Cabinet Member:* Leader

*Forward Plan Ref:* 2025/010

*Contact:* Colm Ó Caomhánaigh, Democratic Services Manager

[colm.ocaomhanaigh@oxfordshire.gov.uk](mailto:colm.ocaomhanaigh@oxfordshire.gov.uk)

Report by Director of Law and Governance

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

## 19. Forward Plan and Future Business (Pages 263 - 268)

*Cabinet Member:* All

*Contact Officer:* Chris Reynolds, Senior Democratic Services Officer,

[chris.reynolds@oxfordshire.gov.uk](mailto: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 **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.***

## **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.