

Agenda

www.oxford.gov.uk



Cabinet

Date: **Wednesday 12 June 2019**

Time: **6.00 pm**

Place: **Long Room - Oxford Town Hall**

For any further information please contact:

John Mitchell, Committee and Member Services Officer

Telephone: 01865252217

Email: jmitchell@oxford.gov.uk

Details of how City Councillors and members of the public may engage with this meeting may be found on page 8 of this agenda.

As a matter of courtesy, if you intend to record the meeting please let the Committee Services Officer know how you wish to do this before the start of the meeting.

Cabinet

Membership

Chair/ Leader	Councillor Susan Brown	Leader of the Council, Cabinet Member for Economic Development and Partnerships
Vice Chair/ Deputy Leader	Councillor Linda Smith	Deputy Leader (Statutory), Cabinet Member for Leisure and Housing
	Councillor Ed Turner	Deputy Leader, Cabinet Member for Finance and Asset Management
	Councillor Nigel Chapman	Cabinet Member for Safer Communities and Customer Focused Services
	Councillor Mary Clarkson	Cabinet Member for Culture and City Centre
	Councillor Tom Hayes	Cabinet Member for Zero Carbon Oxford
	Councillor Alex Hollingsworth	Cabinet Member for Planning and Sustainable Transport
	Councillor Mike Rowley	Cabinet Member for Affordable Housing
	Councillor Marie Tidball	Cabinet Member for Supporting Local Communities
	Councillor Louise Upton	Cabinet Member for Healthy Oxford

The quorum for this meeting is three, substitutes are not allowed.

Future items to be discussed by the Cabinet can be found on the Forward Plan which is available on the Council's [website](#)

Copies of this agenda

Reference copies are available to consult in the Town Hall Reception. Agendas are published 6 working days before the meeting and the draft minutes a few days after.

All agendas, reports and minutes are available online and can be:

- viewed on our website – mycouncil.oxford.gov.uk
- downloaded from our website
- viewed using the computers in the Customer Services, St Aldate's, or
- subscribed to electronically by registering online at mycouncil.oxford.gov.uk

AGENDA

PART ONE PUBLIC BUSINESS

- 1 APOLOGIES FOR ABSENCE
- 2 DECLARATIONS OF INTEREST
- 3 ADDRESSES AND QUESTIONS BY MEMBERS OF THE PUBLIC
- 4 COUNCILLOR ADDRESSES ON ANY ITEM FOR DECISION ON THE BOARD'S AGENDA
- 5 COUNCILLOR ADDRESSES ON NEIGHBOURHOOD ISSUES
- 6 ITEMS RAISED BY BOARD MEMBERS
- 7 SCRUTINY COMMITTEE REPORTS

Any recommendations to the Cabinet flowing from the Scrutiny Committee meeting on 04 July will be published as a supplement to this agenda.

8 SEACOURT PARK AND RIDE EXTENSION

11 - 20

Lead Member: Planning and Sustainable Transport (Councillor Alex Hollingsworth)

The Executive Director Development has submitted a report to seek approval to appoint a contractor for the main contract works and for final scheme approval.

Recommendations: That Cabinet resolves to:

1. **Approve** the appointment of ODSL as the main contractor to construct the park and ride extension, subject to final scheme approval;
2. **Grant** final scheme approval to enable the scheme, as amended, to be delivered within the budget of £5,156,122 approved by Council in February 2019; and
3. **Delegate** to the Director of Development, acting in consultation with the Heads of Law & Governance and Finance, and the Portfolio holder for Planning & Transport, the authority to enter into all necessary and appropriate contracts to implement the delivery of the proposed extension to the Park and Ride scheme at Seacourt.

9	BUS EURO 6 LOW EMISSION ZONE	21 - 38
	<p>Lead Member: Zero Carbon Oxford (Councillor Tom Hayes)</p> <p>The Transition Director has submitted a report seeking Cabinet agreement to support Oxfordshire County Council in the application to the traffic commissioner for the implementation of a Bus Euro VI Low Emission Zone.</p> <p>Recommendations: That Cabinet resolves to:</p> <p>Support Oxfordshire County Council in the application to the traffic commissioner for the implementation of a Bus Euro VI Low Emission Zone in Oxford.</p>	
10	SAFEGUARDING REPORT AND ACTION PLAN	39 - 106
	<p>Lead Member: Safer Communities and Customer Focused Services (Councillor Nigel Chapman)</p> <p>The Assistant Chief Executive has submitted a report on the progress made on the Oxford City Council's Safeguarding Action Plan 2018/19.</p> <p>Recommendations: That Cabinet resolves to:</p> <ol style="list-style-type: none">1. Note the key achievements of the Safeguarding work delivered through Oxford City Council during 2018/19;2. Agree the Safeguarding Action Plan 2019/20 set out in Appendix 1; and3. Approve Oxford City Council's safeguarding policy updated April 2019	
11	RELEASE OF CAPITAL FUNDS FOR THE EAST OXFORD COMMUNITY CENTRE	107 - 128
	<p>Lead Member: Deputy Leader - Finance and Asset Management (Councillor Ed Turner) and Supporting Local Communities (Councillor Marie Tidball)</p> <p>The Executive Director Customer and Communities has submitted a report to seek the release of £800k for consultancy support for the delivery of the East Oxford Community Centre including any associated social housing.</p> <p>Recommendations: That Cabinet resolves to:</p> <ol style="list-style-type: none">1. Approve the release of £800k of the East Oxford Community Centre Capital budget for detailed design and feasibility work, technical specification, planning and oversight of the build of the East Oxford Community Centre including social housing, to occupation; and	

2. **Delegate** to the Interim Director Communities, acting in conjunction with the Heads of Law & Governance and Finance, and in conjunction with the Portfolio Holders for Supporting Local Communities and Finance & Asset Management, the authority to enter into all necessary and appropriate contracts and to take any required steps to secure the development of the East Oxford Community Centre and associated housing.

12 APPOINTMENT TO OUTSIDE BODIES 2019/20

129 - 146

Lead Member: Leader, Economic Development and Partnerships (Councillor Susan Brown)

The Head of Law and Governance has submitted a report to agree appointments to charities, trusts, community associations and other organisations for the 2019/20 Council Year.

Recommendations: That Cabinet resolves to:

1. **Approve** appointments to charities, trusts, community associations and other organisations as shown in Appendices 1A – 1D; and note the appointments to partnerships as detailed in Appendix 1E;
2. **Note** the guidance for appointees as detailed in Appendix 2;
3. **Agree** to add the Climate Alliance and the Oxfordshire Building Trust to the list of charities, trusts, community associations and other organisations as detailed at paragraph 14 of the report; and
4. **Delegate** authority to the Head of Law and Governance, in consultation with the Leader of the Council, and where appropriate with other group leaders, to make any changes to appointments to Outside Bodies as may be required during the course of the Council year 2019/20.

13 MINUTES

147 - 156

Recommendation: That Cabinet resolves to APPROVE the minutes of the meeting held on 29 May 2019 as a true and accurate record.

14 DATES OF FUTURE MEETINGS

Meetings are scheduled for the following dates:

- 10 July
- 07 August
- 11 September
- 09 October
- 13 November

All meetings start at 6pm.

15 MATTERS EXEMPT FROM PUBLICATION

If the Board wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Board to pass a resolution in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

The Board may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

PART TWO
MATTERS EXEMPT FROM PUBLICATION

16 SEACOURT PARK & RIDE - APPENDIX 2

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 (ie 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; licences 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.

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.

Member's 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". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

HOW OXFORD CITY COUNCILLORS AND MEMBERS OF THE PUBLIC CAN ENGAGE AT THE CABINET

Addresses and questions by members of the public, (15 minutes in total)

Members of the public can submit questions in writing about any item for decision at the meeting. Questions, stating the relevant agenda item, must be received by the Head of Law and Governance by 9.30am two clear working day before the meeting (eg for a Tuesday meeting, the deadline would be 9.30am on the Friday before). Questions can be submitted either by letter or by email (to cabinet@oxford.gov.uk).

Answers to the questions will be provided in writing at the meeting; supplementary questions will not be allowed. If it is not possible to provide an answer at the meeting it will be included in the minutes that are published on the Council's website within 2 working days of the meeting.

The Chair has discretion in exceptional circumstances to agree that a submitted question or related statement (dealing with matters that appear on the agenda) can be asked verbally at the meeting. In these cases, the question and/or address is limited to 3 minutes, and will be answered verbally by the Chair or another Cabinet member or an officer of the Council. The text of any proposed address must be submitted within the same timescale as questions.

For this agenda item the Chair's decision is final.

Councillors speaking at meetings

Oxford City councillors may, when the chair agrees, address the Cabinet on an item for decision on the agenda (other than on the minutes). The member seeking to make an address must notify the Head of Law and Governance by 9.30am at least one clear working day before the meeting, stating the relevant agenda items. An address may last for no more than three minutes. If an address is made, the Cabinet member who has political responsibility for the item for decision may respond or the Cabinet will have regard to the points raised in reaching its decision.

Councillors speaking on Neighbourhood issues (10 minutes in total)

Any City Councillor can raise local issues on behalf of communities directly with the Cabinet. The member seeking to make an address must notify the Head of Law and Governance by 9.30am at least one clear working day before the meeting, giving outline details of the issue. Priority will be given to those members who have not already addressed the Cabinet within the year and in the order received. Issues can only be raised once unless otherwise agreed by the Cabinet. The Cabinet's responsibility will be to hear the issue and respond at the meeting, if possible, or arrange a written response within 10 working days.

Items raised by Cabinet members

Such items must be submitted within the same timescale as questions and will be for discussion only and not for a Cabinet decision. Any item which requires a decision of the Cabinet will be the subject of a report to a future meeting of the Cabinet

