

# Minutes of a meeting of the CABINET on Wednesday 12 June 2019

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## Committee members:

Councillor Brown (Chair)	Councillor Linda Smith (Deputy Leader)
Councillor Turner	Councillor Chapman
Councillor Hayes	Councillor Hollingsworth
Councillor Rowley	Councillor Tidball
Councillor Upton	

## Officers:

Gordon Mitchell, Chief Executive  
Anita Bradley, Monitoring Officer  
Tom Bridgman, Executive Director (Development)  
Aileen Carlisle, Interim Executive Director (Communities and Customers)  
Caroline Green, Assistant Chief Executive  
Mai Jarvis, Environmental Quality Team Manager  
Nigel Kennedy, Head of Financial Services  
Tim Sadler, Transition Director  
Jennifer Thompson, Committee and Members Services Officer  
Stefan Robinson, Scrutiny Officer

## Also present:

Councillor Andrew Gant, Chair of the Scrutiny Committee

## Apologies:

Councillors Clarkson sent apologies.

## 21. Declarations of Interest

None.

## 22. Addresses and Questions by Members of the Public

Judith Harley addressed Cabinet in relation to Minute 31 below. She outlined her concerns about the nominations to the Elder Stubbs Charity and asked why she was not being re-appointed as a City-Council-nominated Trustee for the Charity as she was available and willing to serve another 4-year term. She also asked for confirmation that new nominees lived within the requisite area to be a Trustee, and that all nominees were available for meetings.

Councillor Brown explained that the Council's approach was now that all appointments to these bodies are filled by elected councillors to fulfil the role as a contact between the body and the Council.

All non-councillor appointees were replaced as their term ended. As such this was in no way a reflection on Ms Harley's service or capability. She understood Ms Harley would be appointed by the charity in another capacity and wished her well.

Councillor Brown confirmed that all nominees met the criteria for membership, but noted that given demands on councillors' time their attendance could not be guaranteed.

### **23. Councillor Addresses on any item for decision on the Board's agenda**

None received.

### **24. Councillor Addresses on Neighbourhood Issues**

None received.

### **25. Items raised by Board Members**

None received.

### **26. Scrutiny Committee Reports**

The Cabinet had before it two Scrutiny reports and the draft Cabinet responses to them. Councillor Gant spoke to these reports in his capacity as Chair of Scrutiny Committee.

#### Minute Seacourt Park and Ride Extension

Councillor Gant noted the response to the Scrutiny Committee's report and that the recommendation was not accepted.

#### Minute Safeguarding report and action plan

Councillor Gant noted that the Housing Panel would consider matters relating to safeguarding homeless adults. He was concerned that Cabinet's response did not make mention of the requested data gathering; and that the Guest House Review set out actions, subsequently agreed, which were now apparently being set aside. He was concerned at the apparent overturn of the Cabinet's previous decisions.

In response Councillor Chapman said that it would be very difficult for the Council, not being the lead safeguarding authority, to gather meaningful and reliable data on the number of school aged children receiving face to face safeguarding awareness training. The recommendations from the 2015 Guest House Review would not be revisited in the depth and detail implied in the Scrutiny recommendation because matters had moved on since that review.

## 27. Seacourt Park and Ride Extension

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

The Cabinet Member for Planning & Sustainable Transport, Councillor Alex Hollingsworth introduced and moved the recommendations for the reasons set out in the report.

### **Cabinet resolved to:**

1. **Approve** the appointment of ODSL (Oxford Direct Services Ltd) 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 Financial Services, and the Portfolio holder for Planning & Sustainable 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.

## 28. Bus Euro 6 Low Emission Zone

The Transition Director had 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.

The Cabinet Member for Zero Carbon Oxford, Councillor Hayes introduced and moved the recommendations for the reasons set out in the report. Cabinet noted the bid would be made by the County Council and the benefit would extend beyond the city boundaries.

**Cabinet resolved to support** Oxfordshire County Council in the application to the traffic commissioner for the implementation of a Bus Euro VI Low Emission Zone in Oxford.

## 29. Safeguarding report and action plan

The Assistant Chief Executive has submitted a report on the progress made on the Oxford City Council's Safeguarding Action Plan 2018/19.

The Cabinet Member for Safer Communities & Customer Focused Services, Councillor Chapman introduced and moved the recommendations for the reasons set out in the report. Cabinet noted the ongoing good and innovative work to improve safeguarding.

**Cabinet resolved to:**

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; and
3. **Approve** Oxford City Council's safeguarding policy updated April 2019.

**30. Release of capital funds for the East Oxford Community Centre**

The Interim Executive Director Customer and Communities had 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.

The Cabinet Member for Supporting Local Communities, Councillor Tidball introduced and moved the recommendations for the reasons set out in the report.

The Cabinet Member for Finance and Asset Management noted there should be no expansion in the already allocated funding and agreed timetable for the project.

**Cabinet resolved to:**

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 Executive Director Customer and Communities, acting in conjunction with the Heads of Law & Governance and Financial Services, 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.

## 31. Appointment to Outside Bodies 2019/20

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

The Leader of the Council, Councillor Brown, introduced the report.

Cabinet agreed to vary the usual approach of appointing local ward councillors to community associations and in Appendix 1A make a change to the proposed appointment:

6.	East Oxford Community Association	Cllr Azad Cllr Rowley <del>Cllr Hayes</del>
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and to ask the report author to propose to the Elder Stubbs Charity that they review their membership with a view to reducing the number of places allocated to City Council appointees.

On being moved, Cabinet agreed the recommendations for the reasons set out in the report, noting the changes above.

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### Cabinet resolved to:

1. **Amend the nominees** for East Oxford Community Association to replace Cllr Hayes with Cllr Rowley;
2. **With that change, 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;
3. **Ask the report author** to propose to the Elder Stubbs Charity a reduction in the number of City Council appointees;
4. **Note** the guidance for appointees as detailed in Appendix 2;
5. **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
6. **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.

### **32. Minutes**

Cabinet agreed to amend Minute 2 to read: “.....addressed the Cabinet in relation to item 11 on the agenda”.

Cabinet resolved to APPROVE the amended minutes of the meeting held on 29 May 2019 as a true and accurate record.

### **33. Dates of Future Meetings**

Meetings are scheduled for the following dates:

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

### **34. Matters Exempt from Publication**

The Board did not resolve 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.)

No matters were considered in confidential session.

### **35. Seacourt Park & Ride - Appendix 2**

Noted under Minute 27 but not discussed.

**The meeting started at 6.00 pm and ended at 6.45 pm**

**Chair .....**

**Date: Wednesday 10 July 2019**