

Agenda

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Cabinet

Date: **Wednesday 22 January 2020**

Time: **6.00 pm**

Place: **The Old Library - Oxford Town Hall**

For any further information please contact:

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Details of how City Councillors and members of the public may engage with this meeting may be found on page 9 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

Pages

- 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

Scrutiny Committee meets on 14 January. Any recommendations to Cabinet from that meeting will be published as a supplement to this agenda.

8 CONNECTING OXFORD

11 - 128

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

The Executive Director, Development has submitted a report to support further scheme and business case development of Connecting Oxford proposals.

Recommendations: That Cabinet resolves to:

Endorse the overall approach proposed as the basis for further scheme and business case development of Connecting Oxford proposals in partnership with Oxfordshire County Council.

Lead Member: Affordable Housing (Councillor Mike Rowley)

The Head of Housing Services has submitted a report to seek project approval and delegations to enable the spending of Retained Right to Buy Receipts and s.106 funding for the purpose of delivering, or enabling the delivery of, more affordable housing, through new build or acquisition activity.

Recommendations: That Cabinet resolves to:

1. **Give project approval** to the proposals, to purchase accommodation or issue grants, as set out in this report, and within the allocated capital budgets, for the purpose of delivering more affordable housing in Oxford;
2. **Note** that the proposals set out in this report, in relation to Retained Right to Buy Receipts (RRTBRs) - £13.2m in the HRA in 20/21, and £2.35m in 21/22; Recycled Capital Grant Funds (RCGF) - £370k in the HRA in 20/21; and s.106 funds - £3m in the General Fund in 20/21; have informed the budget setting process and that the implications for budgets are included within the 2020/21 consultation budget;
3. **Recommend** to Council that a capital budget for £3m of expenditure, subsidised using RRTBRs, is approved in 2019/20, to enable an off-plan purchase of Social Rented homes, this sum being effectively brought forward from the overall £13.2m identified in 2020/21 in the consultation budget, which would then reduce to £10.2m in 20/21 accordingly;
4. **Delegate authority to the Director of Housing**, in consultation with the Cabinet Member for Affordable Housing; the Head of Financial Services/Section 151 Officer; and the Council's Monitoring Officer, **to enter into agreement for the award of grant, contractual arrangement and/or spend**, for the provision of additional affordable housing in perpetuity, using Retained Right to Buy Receipts or Recycled Capital Grant funding;
5. **Delegate authority to the Head of Planning Services**, in consultation with the Cabinet Member for Affordable Housing; the Head of Financial Services/Section 151 Officer; and the Council's Monitoring Officer, **to enter into agreement for the award of grant, contractual arrangement and/or spend**, for the provision of additional affordable housing in perpetuity, using s.106 funds; and
6. **Delegate authority** to the Chief Executive, in consultation with the Cabinet Members for Finance and Asset Management, and Affordable Housing, to approve any property or development purchases over £500,000 for affordable housing, within this project approval.

Lead Member: Zero Carbon Oxford (Councillor Tom Hayes)

The Transition Director has submitted a report to approve parameters and approach for the procurement of energy and water for the period period 1 October 2020 to 30 September 2024 with a view to Oxford City Council becoming a net zero carbon council in terms of energy usage.

Recommendations: That Cabinet resolves to:

1. **Approve** the procurement strategy of seeking the purchase of certified renewable electricity and renewable gas supplies;
2. **Authorise** officers to explore options to better stimulate investment in new local renewable energy generation through a corporate Power Purchase Agreement (PPA) approach for the council's energy supplies;
3. **Approve** (subject to 2 above) the use of the Kent County Council energy procurement framework via its trading arm LASER (the specialist public sector energy buying organisation) for up to a further four years (2020-2024) to procure the Council's energy and water contracts from October 2020;
4. **Approve** the continuation of the energy purchasing approach - a flexible contract for larger electricity and gas supplies, and a fixed term fixed price contract for smaller energy consuming sites and water supplies;
5. **Approve** the purchase of appropriate offset products to mitigate the impact of vehicle fuel purchase;
6. **Note** the continuing impact of the Council's Carbon Reduction Programme in reducing the need for offsetting in the future and the overall energy and fuel requirements to support the council's operation; and
7. **Note** that with the combination of the procurement of renewable energy, certified and verifiable offsetting of fuel impacts and a programme to reduce energy consumption in place the Council can rightly claim to be Net Zero in terms of Green House gases associated with its operations.

Lead Member: Supporting Local Communities (Councillor Marie Tidball)

The Head of Financial Services has submitted a report to consider the feedback from the recent consultation on the proposed changes to the Local Council Tax Reduction Scheme and to agree the principles of the new scheme to be drawn up for approval by Council on 27th January.

Recommendations: That Cabinet resolves to:

Note the outcome of the consultation on the proposed Council Tax Reduction Scheme;

Delegate authority to the Head of Financial Services to draft the details of the new Council Tax Reduction Scheme for 2020/21 in accordance with paragraphs 6-9 of this report, so that it can be submitted to Council for approval at its meeting on the 27th January 2020; and

Recommend Council to resolve to adopt the new Local Council Tax Reduction Scheme for 2020/21.

12 FLAG FLYING ON WORLD REFUGEE DAY

175 - 178

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

The Head of Law and Governance has submitted a report to seek approval to fly the "City of Sanctuary" flag annually on 20 June for World Refugee Day and 18 December for International Migrants' Day, following a cross-party motion passed by Council on 22 July 2019.

Recommendations: That Cabinet resolves to:

Authorise the flying of the City of Sanctuary flag annually on 20 June for World Refugee Day and 18 December for International Migrants' Day.

13 MINUTES

179 - 188

Recommendation: The City Executive Board resolves to APPROVE the minutes of the meeting held on 19 December 2019 as a true and accurate record.

14 DATES OF FUTURE MEETINGS

Meetings are scheduled for the following dates:

- 12 February
- 11 March
- 15 April
- 10 June
- 15 July
- 12 August

All meetings start at 6pm.

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

