

Agenda

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Cabinet

Date: **Wednesday 12 February 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.

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- downloaded from our website
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- 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 04 February. Any recommendations to Cabinet from that meeting will be published as a supplement to the agenda.

- 8 **BUDGET 2020-21 AND MEDIUM TERM FINANCIAL PLAN 2021-22 TO 2023-24**

11 - 150

Lead Member: Deputy Leader - Finance and Asset Management
(Councillor Ed Turner)

The Head of Financial Services has presented a report to present the outcome of the budget consultation and agree the Council's Medium Term Financial Strategy for 2021-22 to 2023-24 and 2020-21 Budget for recommendation to Council.

Cabinet is asked to consider the outcome of the public consultation, agree the amendments to the Consultation Budget and recommend that Council resolves to:

1. **Approve** the 2020-21 General Fund and Housing Revenue Account budgets and the General Fund and Housing Revenue Account Medium Term Financial Plan as set out in Appendices 1-10 of the report, noting:

(a) the Council's General Fund Budget Requirement of £24.183 million for 2020/21 and an increase in the Band D Council Tax of 1.99% or £6.13 per annum representing a Band D Council Tax of £313.92 per annum subject to confirmation of the referendum levels contained in paragraph 5 of the report

(b) the Housing Revenue Account budget for 2020/21 of £44.455 million and an increase of 2.70% (£3.06/wk) in social dwelling rents from 1 April 2020 giving a revised weekly average social rent of £105.32 as set out in Appendix 5 of the report

(c) the General Fund and Housing Revenue Account Capital Programme as shown in Appendix 6 of the report

2. **Agree** the fees and charges shown in Appendix 7 of the report;

3. **Delegate** to the Section 151 Officer in consultation with the Cabinet Member for Finance and Assets the decision to determine whether it is financially advantageous for the Council to enter into a Business Rates Distribution Agreement as referred to in paragraphs 13- 15 of the report;

4. **Approve** a loan facility of up to £500k for working capital to the Council's Joint Venture, Oxford West End Development (Oxwed) at terms to be agreed by the Council's Section 151 Officer as referred to in paragraph 38 of the report;

5. **Approve** the payment into the County Council Pension Fund of £5 million as referred to in the Consultation Budget and paragraph 23 of the report; and

6. **Note** the changes to Business Rates reliefs and discounts for 2020-21 as referred to in paragraph 12 of the report.

9 CAPITAL STRATEGY 2020/21 – 2024/25

151 - 196

Lead Member: Deputy Leader - Finance and Asset Management
(Councillor Ed Turner)

The Head of Financial Services has submitted a report to present the Capital Strategy for approval.

Recommendation: That Cabinet resolves to:

Recommend that Council approves the Capital Strategy attached at Appendix A of the report.

10 TREASURY MANAGEMENT STRATEGY 2020/21

197 - 226

Lead Member: Deputy Leader - Finance and Asset Management
(Councillor Ed Turner)

The Head of Financial Services has submitted a report to present the Council's Treasury Management Strategy for 2020/21 together with the Prudential Indicators for 2020/21 to 2024/25.

Recommendations: That Cabinet resolves to:

Recommend that Council approves:

1. The Treasury Management Strategy 2020/21 as set out in paragraphs 18 to 64 of the report and the Prudential Indicators for 2020/21 – 2024/25 as set out in Appendix 2 of the report;
2. The Borrowing Strategy at paragraphs 26 to 38 of the report;
3. The Minimum Revenue Provision (MRP) Statement at paragraphs 39 to 41 of the report which sets out the Council's policy on charging borrowing to the revenue account; and
4. The Investment Strategy for 2020/21 and investment criteria as set out in paragraphs 42 to 63 and Appendix 1 of the report.

11 CORPORATE STRATEGY 20-24 - FINAL DRAFT FOR APPROVAL

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

This report will be published as a supplement to the agenda.

12 CUSTOMER EXPERIENCE STRATEGY

227 - 258

Lead Member: Safer Communities and Customer Focused Services
(Councillor Nigel Chapman)

The Head of Business Improvement has submitted a report to seek approval of the Customer Experience Strategy which provides the Council with a clear vision for the future state of customer and digital engagement and the technology required to support achieving the vision.

Recommendations: That Cabinet resolves to:

1. **Approve** the Customer Experience Strategy and Action Plan 2019/22 at appendix 1 of the report; and
2. **Note** and approve the Public Customer Experience Strategy 2019/22 Summary at appendix 2 of the report.

13	ALLOCATION OF HOMELESSNESS PREVENTION FUNDS FOR 2020/21	259 - 290
	<p>Lead Member: Deputy Leader (Statutory) - Leisure and Housing (Councillor Linda Smith)</p> <p>The Interim Director of Housing has submitted a report to approve the allocation of homelessness prevention funds for 2020/21 with the purpose of helping to meet the objectives of the Housing and Homelessness Strategy 2018/21.</p> <p>Recommendations: That Cabinet resolves to:</p> <ol style="list-style-type: none">1. Approve the allocation of Homelessness Prevention funds to commission homelessness services in 2020/21 as outlined in paragraph 36 to 48 and in Appendix D of the report; and2. Delegate to the Interim Director of Housing in consultation with the portfolio holder for Housing the discretion to revise the intended programme within the overall budget if required.	
14	HEADINGTON NEIGHBOURHOOD FORUM (RE) DESIGNATION	291 - 308
	<p>Lead Member: Planning and Sustainable Transport (Councillor Alex Hollingsworth)</p> <p>The Head of Planning Services has submitted a report to approve the re-designation of Headington Neighbourhood Form in respect of the original designated neighbourhood area.</p> <p>Recommendations: That Cabinet resolves to:</p> <p>Approve the re-designation of Headington Neighbourhood Form in respect of the original designated neighbourhood area.</p>	
15	MINUTES	309 - 316
	<p>Recommendation: That Cabinet resolves to APPROVE the minutes of the meeting held on 22 January as a true and accurate record.</p>	

16 DATES OF FUTURE MEETINGS

Meetings are scheduled for the following dates:

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

All meetings start at 6pm.

17 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**

18 APPENDIX TO SCRUTINY BUDGET REVIEW GROUP REPORT

This will be published as a supplement to the agenda.

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

