

# Agenda

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## Cabinet

Date: **Wednesday 11 March 2020**

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Time: **6.00 pm**

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

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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

<b>Chair/ Leader</b>	Councillor Susan Brown	Leader of the Council, Cabinet Member for Economic Development and Partnerships
<b>Vice Chair/ Deputy Leader</b>	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](http://mycouncil.oxford.gov.uk)
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- subscribed to electronically by registering online at [mycouncil.oxford.gov.uk](http://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 03 March. Any recommendations to Cabinet from that meeting will be published as a supplement to the agenda.

- 8 **BLACKBIRD LEYS DEVELOPMENT PROJECT DETAILED DESIGN**

11 - 42

**Lead Member:** Affordable Housing (Councillor Mike Rowley)

The Executive Director (Development) has submitted a report to seek approval to proceed to the detailed design phase of the Blackbird Leys Estate Regeneration project and allocate funds associated with the detailed design and planning, as well as delivery.

**Recommendations:** That Cabinet resolves to:

1. **Delegate** authority to the Executive Director Development to sign off the Pre-Planning Viability Condition and all other Stage One requirements of the Development Agreement detailed in this report, and confirm the project can move past Gateway One and into Stage Two (detailed design & planning submission) of the Development Agreement;
2. **Delegate** authority to the Executive Director of Development, in consultation with the Cabinet Member for Leisure & Housing and the Cabinet Member for Affordable Housing, to approve moving

through the remaining Gateways of the Development Agreement and subsequently entering into a lease for the land with Catalyst Housing Limited, subject to the approved budget;

3. **Note** that the Development Agreement sets out that if the scheme does not move forward to delivery, that the Council will incur 50% of the Stage 2 costs, an estimate of which is set out in the report. (paragraph 73);
4. **Approve** the use the CIL receipts generated to facilitate the delivery of the community and infrastructure works set out in the concept plan and to recommend to Full Council that this commitment is recognised in the Capital Programme in 2022/23 and beyond as a potential future earmarked CIL receipt (for investment in strategic infrastructure and community facilities at Blackbird Leys) and subject to planning;
5. **Recommend** to Council to allocate a budget of up to £21.528 million to deliver the scheme for new affordable and market housing, community and retail facilities and new and enhanced public space (paragraphs 11-19) and in line with the funding sources and viability assessment set out in this report. (paragraphs 57 – 62);
6. **Recommend** to Council to allocate the HRA and General Fund spend in accordance with the profile set out in the report.(paragraphs 63-64) and which will supersede any current budget held for this project; and
7. **Commit** to the fullest ongoing engagement with the local community as part of the detailed design and planning stage and prior to submission of the planning application.

## 9 ANNUAL REPORT ON GENDER PAY GAP

43 - 60

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

The Head of Business Improvement has submitted a report to alert Cabinet to the Council's Gender Pay Gap reporting data.

**Recommendations:** That Cabinet resolves to:

1. **Note** the contents of the report and Gender Pay Gap table at Appendix 1; and
2. **Delegate** authority to the Head of Business Improvement to publish the table at Appendix 1 to this report before the deadline of 30 March 2020.

## 10 ALLOCATION OF GROWTH DEAL FUNDS TO OXFORD CITY COUNCIL

61 - 66

**Lead Member:** Leader, Economic Development and Partnerships (Councillor Susan Brown), Planning and Sustainable Transport (Councillor Alex Hollingsworth)

The Executive Director Development has submitted a report to accept capital infrastructure funds and delegate authority to officers to enter in contractual Funding Agreements with Oxfordshire County Council, in order to deliver two city infrastructure schemes set out within the Oxfordshire Housing and Growth Deal.

**Recommendations:** That Cabinet resolves to:

### 1.Recommend to Council to:

- i. **Accept** £7m in the Oxfordshire Housing and Growth Deal Funds from Oxfordshire County Council for the delivery of city-based infrastructure schemes;
- ii. **Approve** an initial £300,000 feasibility study allocation from the capital programme for 2020-21, for Osney Mead to Oxpens Bridge, financed by available external funds; and
- iii. **Approve** the £1m capital budget for city cycling schemes at Cuckoo Lane, Marsh Lane, Marston Road & Boundary Brook, Oxford, financed by Oxfordshire Housing and Growth Deal Funding.

**2.Delegate** authority to the Executive Director Development, in consultation with the Council's Section 151 Officer, the Head of Law and Governance and Cabinet Member for Planning & Sustainable Transport, to agree and enter into grant funding arrangements and contractual terms with Oxfordshire County Council before the funds are transferred from Oxfordshire County Council to Oxford City Council to enable the City Council to deliver a £7m programme of infrastructure projects, financed through the Oxfordshire Housing and Growth Deal. This funding will include £6m towards the Osney Mead to Oxpens Bridge and £1M for defined city cycling schemes.

## 11 CIL CHARGING SCHEDULE

67 - 120

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

The Head of Planning Services has submitted a report to consider withdrawal of the CIL Draft Charging Schedule Review from examination.

**Recommendation:** That Cabinet resolves to:

1. **Withdraw** the CIL Charging Schedule review from examination; and
2. **Continue** to apply the existing CIL Charging Schedule whilst the process to review it is re-started in the context of the CIL Regulations as updated in September 2019.

12	<b>INTEGRATED PERFORMANCE REPORT FOR QUARTER 3 2019/20</b>	121 - 138
	<p><b>Lead Member:</b> Deputy Leader - Finance and Asset Management (Councillor Ed Turner)</p> <p>The Head of Financial Services and Head of Business Improvement have submitted a report to update Cabinet on Finance, Risk and Corporate Performance matters as at 31 December 2019.</p> <p><b>Recommendation:</b> That Cabinet resolves to:</p> <p><b>Note</b> the projected financial outturn as well as the current position on risk and performance as at 31 December 2019.</p>	
13	<b>UPDATE OF HOUSING ASSISTANCE AND DISABLED ADAPTATION POLICY</b>	139 - 200
	<p><b>Lead Member:</b> Councillor Mike Rowley</p> <p>The Head of Regulatory Services and Community Safety has submitted a report to recommend changes to allow clarification around discretionary grant and joint custody arrangements.</p> <p><b>Recommendations:</b> That Cabinet resolves to:</p> <p><b>Approve</b> the proposed changes to the current Housing Assistance and Disabled Adaptation Policy attached at Appendix 2.</p>	
14	<b>MINUTES</b>	201 - 210
	<p><b>Recommendation:</b> That Cabinet resolves to APPROVE the minutes of the meeting held on 12 February as a true and accurate record.</p>	
15	<b>DATES OF FUTURE MEETINGS</b>	
	<p>Meetings are scheduled for the following dates:</p> <ul style="list-style-type: none"><li>• 15 April</li><li>• 10 June</li><li>• 15 July</li><li>• 12 August</li></ul> <p>All meetings start at 6pm.</p>	

**16 MATTERS EXEMPT FROM PUBLICATION**

Cabinet passed a resolution in accordance with the provisions of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 to exclude the press and the public from the meeting during consideration of the following items which would involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

**PART TWO**  
**MATTERS EXEMPT FROM PUBLICATION**

<b>17</b>	<b>BLACKBIRD LEYS DEVELOPMENT PROJECT - CONFIDENTIAL APPENDICES</b>	211 - 320
<b>18</b>	<b>ANNUAL REPORT ON GENDER PAY GAP - CONFIDENTIAL APPENDICES</b>	321 - 326

## **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](mailto: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