

# Agenda

## Cabinet

This meeting will be held on:

Date: **Wednesday 21 July 2021**

Time: **6.00 pm**

Place: **Oxford Town Hall**

**For further information** please contact:

John Mitchell, Committee and Member Services Officer, Committee Services Officer

📞 01865 252217

✉ DemocraticServices@oxford.gov.uk

**Members of the public can attend to observe this meeting and.**

- may submit a question about any item for decision at the meeting in accordance with the [Cabinet's rules](#)
- may record all or part of the meeting in accordance with the Council's [protocol](#)

Details of how City Councillors and members of the public may engage with this meeting are set out later in the agenda. Information about recording is set out later in the agenda and on the [website](#)

Please contact the Committee Services Officer to submit a question; to discuss recording the meeting; or with any other queries.

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*All public papers are available from the calendar link to this meeting once published*

## Cabinet Membership

### Cabinet Members

Councillor Susan Brown	Leader of the Council
Councillor Ed Turner	Deputy Leader - Finance and Asset Management
Councillor Tom Hayes	Deputy Leader - Green Transport and Zero Carbon Oxford
Councillor Lubna Arshad	Cabinet Member for Parks and Waste Reduction
Councillor Shaista Aziz	Cabinet Member for Inclusive Communities
Councillor Diko Blackings	Cabinet Member for Affordable Housing, Housing Security, and Housing the Homeless
Councillor Mary Clarkson	Cabinet Member for Culture, Leisure and Tourism
Councillor Alex Hollingsworth	Cabinet Member for Planning and Housing Delivery
Councillor Mike Rowley	Cabinet Member for Citizen Focused Services
Councillor Louise Upton	Cabinet Member for a Safer, Healthier Oxford

Apologies received before the publication are shown under *Apologies for absence* in the agenda. Those sent after publication will be reported at the meeting.

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# Agenda

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

	Pages
<b>1 Apologies for Absence</b>	
<b>2 Declarations of Interest</b>	
<b>3 Addresses and Questions by Members of the Public</b>	
<b>4 Councillor Addresses on any item for decision on the Board's agenda</b>	
<b>5 Councillor Addresses on Neighbourhood Issues</b>	
<b>6 Items raised by Board Members</b>	
<b>7 Scrutiny Committee Reports</b>	
Scrutiny Committee meets on 14 July 2021. Any recommendations to Cabinet from that meeting will be published as a supplement.	
<b>8 Oxfordshire Plan 2050 Regulation 18 (Part 2) consultation document</b>	
<b>Lead Member:</b> Cabinet Member for Planning and Housing Delivery (Councillor Alex Hollingsworth)	
The Head of Planning Services has submitted a report to consider the approval of the Oxfordshire Plan consultation document which sets out a range of planning policy options and a series of spatial strategy options for Oxfordshire.	
When complete the Oxfordshire Plan will provide a high-level spatial planning framework for Oxfordshire up to 2050 and will be a statutory planning document supplementing Local Plans. The Plan aims to be transformational and occupies new policy areas, such as on climate change, environmental betterment, health impacts and zero carbon transport. It has now reached the Regulation 18 part 2 stage.	

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Cabinet is recommended to:

1. **Approve** the Regulation 18 (Part 2) consultation document for public consultation as attached to the report;
2. **Authorise** the Head of Planning Services to make any necessary editorial corrections and minor amendments to the documents, and to agree the final publication style, in liaison with the Cabinet Member for Planning & Housing Delivery subject to agreement with their counterparts in the other four partner Local Planning Authorities; and
3. **Adopt** the updated Statement of Community Involvement (SCI) which will become the formal basis for the forthcoming Regulation Part 2 consultation.

**Please note that this report and its associated documentation are being published as two separate supplements. The first will comprise the report and its principal appendices, the second will include supporting documentation.**

## 9 Integrated Performance Report for Q4

11 - 34

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

The Head of Financial Services has submitted a report to update Members on the financial outturn for the year ending 31<sup>st</sup> March 2021.

Cabinet is recommended to:

1. **Note** the financial outturn and performance of the Council for the year 2020/21 and also the position on risks outstanding as at 31st March 2021;
2. **Agree** the transfer from the COVID emergency reserve of £2.043 million detailed in paragraph 2a;
3. **Agree** the carry forward requests in respect of the HRA of £1.881 million as shown in appendix D;
4. **Agree** the transfer to the HRA Contributions to HRA Reserves to fund future years capital works of £6.476 million detailed in paragraph 2c; and

### **Recommend to Council**

5. That it approves a revision to the general fund capital budget in 2021/22 of £4,984,000, for the grant payment in relation to Oxfordshire Housing and Growth Deal (OGD) schemes. In addition to give a further

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approval for a capital budget for 2025/26 of £33,000 to fund the remaining grant balance payable for the schemes all of which will be funded by capital grant income from Oxfordshire Housing and Growth Deal (OGD) detailed in paragraph 26 and in doing so:

- a. **Give project approval** to accept and distribute grant; enter into funding agreements; and any other necessary agreements or contracts, for the purpose of delivering more affordable housing in Oxford, through the Oxfordshire Housing and Growth Deal programme;
- b. **Delegate authority** to the Director of Housing, in consultation with the Cabinet Member for Planning and Housing Delivery; the Head of Financial Services/Section 151 Officer; and the Council's Monitoring Officer, to enter into funding and other necessary agreements for the purpose of delivery affordable housing through the Oxfordshire Housing and Growth Deal programme, within the identified budget; and
- c. **Delegate authority** to the Chief Executive, in consultation with the Cabinet Members for Finance and Asset Management, and Planning and Housing Delivery, to approve any agreements over £500,000 for affordable housing, within this project approval and budget envelope.

## 10 **Oxfordshire Electric Vehicle Strategy**

35 - 50

**Lead Member:** Deputy Leader - Green Transport and Zero Carbon Oxford (Councillor Tom Hayes)

The Head of Corporate Strategy has submitted a report to seek approval to commission an EV Strategy.

Cabinet is recommended to:

1. **Approve** the commissioning of Oxford City Council's EV Strategy, which will set out the strategic framework for the delivery of EV infrastructure in line with the city's 2040 net zero carbon target; and
2. **Note** the update provided on Oxford City Council's EV Programme.

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11	<b>Appointments to outside bodies</b>	51 - 68
	<p><b>Lead Member:</b> Leader - Economic Development and Partnerships</p> <p>The Head of Law and Governance has submitted a report to agree appointments to charities, trusts, community associations and other organisations for the 2021/22 Council Year.</p> <p>Cabinet is recommended to:</p> <ol style="list-style-type: none"> <li>1. <b>Approve</b> 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;</li> <li>2. <b>Note</b> the guidance for appointees as detailed in Appendix 2; and</li> <li>3. <b>Delegate</b> 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 2021/22.</li> </ol>	
12	<b>Minutes</b>	69 - 78
	<p><b>Recommendation:</b> That Cabinet resolves to <b>approve</b> the minutes of the meeting held on 16 June 2021 as a true and accurate record.</p>	
13	<b>Decisions taken under Part 9.3 (b) of the Constitution</b>	79 - 82
	<p>The Head of Paid Service (Chief Executive) has submitted a report asking Cabinet and Council to note the decision taken by the Head of Paid Service using the urgency powers delegated in Part 9.3(b) of the Constitution.</p> <p>Cabinet is recommended to:</p> <ol style="list-style-type: none"> <li>1. <b>Note</b> the decision taken as set out in the report and recommend to Council to note the decision.</li> </ol>	

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## 14 **Dates of Future Meetings**

Meetings are scheduled for the following dates:

- *11 August (please note that this meeting is now cancelled).*
- 15 September
- 13 October
- 10 November
- 15 December

All meetings start at 6pm.

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## **Information for those attending**

### **Recording and reporting on meetings held in public**

Members of public and press can record, or report in other ways, the parts of the meeting open to the public. You are not required to indicate in advance but it helps if you notify the Committee Services Officer prior to the meeting so that they can inform the Chair and direct you to the best place to record.

The Council asks those recording the meeting:

- To follow the protocol which can be found on the Council's [website](#)
- Not to disturb or disrupt the meeting
- Not to edit the recording in a way that could lead to misinterpretation of the proceedings. This includes not editing an image or views expressed in a way that may ridicule or show a lack of respect towards those being recorded.
- To avoid recording members of the public present, even inadvertently, unless they are addressing the meeting.

Please be aware that you may be recorded during your speech and any follow-up. If you are attending please be aware that recording may take place and that you may be inadvertently included in these.

The Chair of the meeting has absolute discretion to suspend or terminate any activities that in his or her opinion are disruptive.

### **Councillors 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; licenses 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.

#### **Members' 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". 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 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 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.