

Agenda



Cabinet

This meeting will be held on:

Date: **Wednesday 18 March 2026**

Time: **6.30 pm**

Place: **Long Room - Oxford Town Hall**

For further information please contact:

Dr Brenda McCollum, Committee and Member Services Officer,
Committee Services Officer

📞 01865 252784

✉ 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

Councillors: Membership 10: Quorum 3: No substitutes are permitted.

Leader/ Chair

Cabinet Members

Councillor Susan Brown	Leader, Partnership Working
Councillor Ed Turner	Deputy Leader (Statutory) - Finance and Asset Management
Councillor Lubna Arshad	Cabinet Member for a Safer Oxford
Councillor Nigel Chapman	Cabinet Member for Citizen Focused Services and Council Companies
Councillor Alex Hollingsworth	Cabinet Member for Planning and Culture
Councillor Chewe Munkonge	Cabinet Member for a Healthy, Fairer Oxford and Small Business Champion
Councillor Anna Railton	Cabinet Member for a Zero Carbon Oxford
Councillor Linda Smith	Cabinet Member for Housing and Communities

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

Items to be considered at this meeting in open session (part 1) and in confidential session (part 2).

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

	Pages
1 Apologies for Absence	
2 Declarations of Interest	
3 Minutes of the previous meeting	17 - 28
Recommendation: That Cabinet resolves to approve the minutes of the meeting held on 11 February 2026 as a true and accurate record.	
4 Addresses by members of the public	
Public addresses relating to matters of business for this agenda, up to five minutes is available for each public address.	
The request to speak accompanied by the full text of the address must be received by the Director of Law, Governance and Strategy by 5.00 pm on Thursday the 12th of March.	
5 Councillor addresses on any item for decision on the Cabinet agenda	
Councillor addresses relating to matters of business for this agenda, up to five minutes is available for each address.	
The request should be received by the Director of Law, Governance and Strategy by 5.00 pm on Thursday the 12th of March.	
6 Councillor addresses on Neighbourhood Issues	
7 Items raised by Cabinet Members	

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8 Reports from the Scrutiny Committee

9 Measures to meet growing demand for Temporary Accommodation

29 - 70

The Director of Housing Services submitted a report to Cabinet seeking approval to implement measures to meet demand and bring down cost of Temporary Accommodation.

Cabinet is recommended to:

1. Approve the latest set of mitigations the Council is taking, as summarised in paragraph 6 of this report, to increase the provision of temporary accommodation, to improve quality, and decrease cost.
2. Delegate to the Director of Housing Services, in consultation with the Cabinet Member for Housing and Communities, the Director of Law, Governance and Strategy, and the Group Finance Director:
 - a. subject to the parameters as set out in paragraph 19, authority to agree the properties to be acquired and the detailed terms for the acquisition of properties and enter into all necessary documentation to effect the acquisition of each property into the Housing Revenue Account for the use of Temporary Accommodation; and
 - b. authority to enter into necessary agreements or contracts required, and to authorise expenditure, for any works required to convert or carry out works to (a) any new properties acquired by the Housing Revenue Account or (b) to suitable existing properties from the General Fund to enable them to be used for Temporary Accommodation and to ensure compliance prior to occupation Provided all such expenditure is within the £32 million capital budget as contained in the MTFP.
3. Note the additional measures as set out in paragraphs 21 to 26 of this report.

10 Allocations Scheme Review

71 - 214

The Director of Housing submitted a report to request that Cabinet approve the new draft Social Housing Allocations Scheme for Oxford, following public consultation.

Cabinet is recommended to:

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1. Recommend that Full Council approve the new draft Social Housing Allocations Scheme for Oxford;
2. Delegate authority to the Director of Housing, in consultation with the Cabinet Member for Housing and Communities, to authorise the date on which the Allocations Scheme is implemented, noting the explanation and timelines in paragraph 23;
3. Delegate authority to the Director of Housing, in consultation with the Cabinet Member for Housing and Communities, to make minor changes to the Allocations Scheme in order to comply with changes to legislative and statutory guidance, related Council policies (approved by Cabinet) and to make technical changes to ensure the effective and efficient functioning of the scheme.

11 **Jericho Wharf**

215 -
230

The Deputy Chief Executive – Place submitted a report to Cabinet to put in place a process for this council to assist in bringing forward the Oxford Plan proposals for development at Jericho Wharf.

Cabinet is recommended to:

1. Seek to procure a development partner / operator, with a viable business plan, to try to acquire the Jericho Wharf site by agreement and deliver the requirements set out in Policy SP33 and to indemnify the Council for the associated costs; and
2. Confirm that if the Jericho Wharf site cannot be acquired by agreement, then, as a last resort it would be willing subject to compliance with all relevant legal and policy requirements, if necessary consider the use of its Compulsory Purchase Order (CPO) powers to acquire the site; and to
3. Note that if an option to use CPO powers was to be pursued a further report would need to be submitted to Cabinet to seek approval for a detailed scheme for the redevelopment of this site demonstrating that the legal and policy tests for the use of its CPO powers had been satisfied. This would need to be accompanied by a recommendation to Council to seek authority to set up a budget for any additional costs for the implementation of its CPO powers, which would be redeemed from the development partner.

12 **More Leisure Annual Service Plan (Year 3) and Update**

231 -
290

The Director of Communities and Citizens Services submitted a report

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to Cabinet to update Cabinet on the highlights of the second year of the new leisure contract and approve the Annual Service Plan 2026-27, which is an annual requirement of the operator, aiming to align outcomes to the Council's priorities and to address health inequalities.

Cabinet is recommended to:

1. **Approve** the Leisure Annual Service Plan 2026-27 and delegate authority to the Director of Communities and Citizens Services in consultation with the Cabinet Member for a Healthy, Fairer Oxford, to make any necessary amendments.

13 **Disposal of City Centre Property**

291 -
302

The Director of Property and Assets submitted a report to Cabinet to approve the disposal of the freehold titles of Floyds Row and Old Mortuary in Oxford.

Cabinet is recommended to:

1. **Delegate authority** to the Directory of Property and Assets, in consultation with the Director of Law, Governance and Strategy and the Group Finance Director and Lead Member for Finance and Asset Management to agree the final sale terms and enter into the final agreement and any other documents necessary to effect the transfer of the freehold titles of Floyds Row and Old Mortuary. The delegation will be on the basis that the sale will meet the requirements of s123 of the Local Government Act 1972 (which states that a council shall not dispose of land otherwise than by way of a short tenancy, for a consideration less than the best that can reasonable be obtained).

14 **Oxford City Council annual Business Plan 2026 to 2027**

303 -
352

The Director of Law Governance and Strategy and the Transition Director submitted a report to Cabinet to seek approval for the Council's annual Business Plan priorities 2026 to 2027; and to provide an update on delivery of the 2025 to 2026 Business Plan.

Cabinet is recommended to:

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1. Agree the draft Oxford City Council annual Business Plan priorities 2026 to 2027, which set out the Council's priority work for the next financial year beginning 1 April 2026;
2. Delegate authority to the Director of Law, Governance and Strategy and Transition Director in consultation with the Council Leader to make any further minor amendments to the Business Plan priorities before implementation, provided that such amendments do not materially affect the substance of the Business Plan;
3. Note the progress made delivery against the actions set out in the Business Plan 2025 to 2026.

15 Integrated Performance Report for Quarter 3 2025/26

353 -
374

The Group Finance Director submitted a report to Cabinet to note the update to the Cabinet on Finance, Risk and Corporate Performance matters at 31st December 2025.

Cabinet is recommended to:

1. Note the financial position for quarter 3 (Q3) 2025/26 including forecast outturn, as well as the current position on risk and performance at 31st December 2025.

16 Additional HMO licensing scheme renewal

375 -
412

The Director of Planning and Regulation submitted a report to Cabinet to approve the designation of the whole of the City of Oxford as subject to Additional HMO Licensing under section 56(1)(a) of the Housing Act 2004 for a further five years commencing from June 2026 and following expiry of the 3-month statutory notice period.

Cabinet is recommended to:

1. Having considered the outcome of the statutory consultation and the evidence previously considered by Cabinet in October 2025, confirm that the statutory tests set out in sections 56 and 57 of the Housing Act 2004 are met and that a renewed Additional HMO Licensing Scheme is required.
2. Designate the whole of the City of Oxford as subject to Additional HMO Licensing under section 56(1)(a) of the Housing Act 2004 for a period of five years commencing from June

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2026 and following expiry of the 3-month statutory notice period.

3. Delegate authority to the Director of Planning and Regulation to finalise and sign, publish and implement the designation and take all necessary steps to give effect to the renewed scheme.
4. Approve the Additional HMO Licensing Scheme as set out in Appendix 2 including the simplified licence condition relating to waste management.
5. Note that the Additional HMO Licensing Scheme will continue to operate on a full cost-recovery basis, with licence fees set through the Council's annual budget and fees and charges approval process.

17 **Grant of Easement**

413 -
440

The Director of Property and Assets submitted a report to Cabinet to Request approval to enter into an Option Agreement in relation to granting an Easement in relation to land at Blackberry Lane.

Cabinet is recommended to:

1. Delegate authority to the Director of Property and Assets in consultation with the Director of Law, Governance and Strategy, the Group Finance Director, and the Lead Cabinet Member for Finance and Assets to agree the final commercial terms for the Option Agreement as set out in Exempt Appendix 1.
2. Delegate authority to the Director of Property and Assets in consultation with the Director of Law, Governance and Strategy, Group Finance Director, and Lead Member for Finance and Assets, to approve the final form of the Option Agreement and enter into it on behalf of the Council.
3. Delegate authority to the Director of Property and Assets in consultation with the Director of Law, Governance and Strategy and the Group Finance Director and Lead Member for Finance and Assets to agree the final disposal price for the easement and to ensure that the disposal is compliant with the Council's statutory duty to obtain Best Consideration reasonably obtainable pursuant to Section 123 of the Local Government Act 1972.

18 **HRA Policies: Compliance, Gas Safety, Decant, Permit to Work, Radon, Health and Safety**

441 -
548

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The Director of Housing submitted a report to Cabinet to approve the following policies: compliance, decant, gas safety, health and safety, permit to work and radon to ensure the maintenance and good management of the housing stock.

Recommendation: That Cabinet resolves to recommend the following policies for Council approval:

1. The draft Compliance Policy
2. The draft Decant Policy
3. The draft Gas Safety Policy
4. The draft Health and Safety Policy
5. The draft Permit to Work Policy
6. The draft Radon Policy

19 Project Approval and Delegations for the Harebell Road affordable housing scheme

549 -
560

The Director of Economy, Regeneration and Sustainability submitted a report to Cabinet to seek project approval and delegations in relation to the affordable housing scheme at the former garage site on Harebell Road. The report seeks approval to commence the appropriation of land from the current purpose of garages to a planning purpose, within the General Fund. The report also notes the future intent to appropriate land from the General Fund ("GF") to the Housing Revenue Account ("HRA") where necessary, prior to completion of the scheme.

Cabinet is recommended to:

1. Grant project approval noting Full Council allocation of the £863,000 budget for this scheme within the Housing Revenue Account Capital Programme as part of its budget setting in February 2026, to develop this scheme, as set out in this report, within the allocated Housing Revenue Account capital budget and business plan, for the purpose of delivering more affordable housing in Oxford on the Harebell Road former garage site;
2. Delegate authority to the Deputy Chief Executive - City and Citizens' Services in consultation with the Cabinet Member for Housing; the Group Finance Director/Section 151 Officer; and the Council's Monitoring Officer, to enter into design and build contracts and any other necessary agreements to facilitate the delivery of the scheme within the identified budget, except where there is an existing officer delegation within the Council's Constitution;
3. Agree to commence the process for the appropriation of this site

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- (as per the red line shown at para 5) to a planning purpose;
- Note the intent to take a report to the Full Council to approve the appropriation of land from the General Fund (GF) to the Housing Revenue Account (HRA) at a later date (prior to scheme completion).

20 Project Approval and Delegations for Redbridge Paddock affordable housing scheme

561 -
574

The Director of Economy, Regeneration and Sustainability submitted a report to Cabinet to seek project approval and delegations to enable the continued delivery of more affordable housing at the Redbridge Paddock site.

Cabinet is recommended to:

- Give project approval for the development, including the land sale and acquisition of affordable dwellings developed by Oxford City Housing (Development) Ltd (OCH(D)L) for which budgetary provision has been made in the Council's Housing Revenue Account (HRA) in respect of Redbridge Paddock;
- Delegate authority to the Deputy Chief Executive - City and Citizens' Services, in consultation with the Cabinet Member for Housing; the Head of Financial Services/Section 151 Officer; and the Head of Law and Governance/Monitoring Officer, to finalise the scheme design and financial appraisals and enter into any necessary agreements and contracts to facilitate the agreed purchase by the Council of the affordable housing (to be held in the HRA) and any associated land, within the identified budget, for the provision of the affordable homes, as set out in this report, on the Redbridge Paddock development, within the project approval;
- Delegate authority to the Deputy Chief Executive (Place), in consultation with the Cabinet Member for Finance and Asset Management; the Head of Financial Services/Section 151 Officer; and the Head of Law and Governance/Monitoring Officer, to approve the final terms, which will be S123 compliant, and enter into the sale agreement for the Redbridge Paddock site from the General Fund to OCH(D)L;

21 Project Approval and Delegations for Sandy Lane Recreation Ground affordable housing scheme

575 -
600

The Director of Economy, Regeneration and Sustainability submitted a report to seek project approval and delegations in relation to the

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affordable housing scheme at the Sandy Lane Recreation Ground, together with the relocation of football pitches and providing changing facilities and storage as set out in the report. The report also seeks approval to commence the process for the appropriation of the land from its current purpose (including recreation ground and open space) to a planning purpose, within the General Fund. The report further notes the future intention, subject to separate decision of Full Council, to appropriate land from the General Fund (“GF”) to the Housing Revenue Account (“HRA”), prior to completion of the scheme.

Cabinet is recommended to:

1. **Grant project approval** noting Full Council allocation of the £97,551,302 budget for this scheme within the Housing Revenue Account Capital Programme as part of its budget setting in February 2026, to fund the development of this scheme, as a proposed Housing Revenue Account (“HRA”) project, as set out in this report, within the allocated HRA capital budget and business plan, for the purpose of delivering more affordable housing in Oxford on the Sandy Lane Recreation Ground site;
2. **Delegate authority** to the Deputy Chief Executive – City and Citizens’ Services in consultation with the Cabinet Member for Housing; the Group Finance Director/Section 151 Officer; and the Council’s Monitoring Officer, to enter into design and build contracts and any other necessary agreements to facilitate the scheme development within the identified budget, except where there is an existing officer delegation within the Council’s Constitution. Facilitating the scheme development includes the relocation of football pitches and providing a pavilion as set out in the report;
3. **Agree** to commence the process for the appropriation of this Site (as per the red line shown at para 12) to a planning purpose, following completion and handover of the replacement playing pitch facilities at Herschel Crescent and **note** the intention to bring forward a further report for Cabinet to consider the appropriation of the Site from recreation/open space purposes to planning purposes and the potential to rely on *section 203 of the Housing and Planning Act 2016* in the event of interference with private rights;
4. **Note** the intent to take a report to the Full Council seeking approval for the subsequent appropriation of the Site from the General Fund (GF) to the HRA (prior to practical completion of the scheme or delivery of the first phase, if delivery of the units is phased).

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22 **Making of a new parking order at 1 car parking site and introduction of a tariff**

601 -
644

The Director for Property & Assets submitted a report to Cabinet to request that Cabinet approve making of a new off-street parking place order as well as implementing charges at one car park.

Cabinet is recommended to:

1. Approve the making of new off-street parking places order covering Car Park off Meadow Lane
2. Approve the introduction of charges at Meadow Lane Car Park as set out in Appendix 1
3. Delegate authority to the Director for Property & Assets in consultation with relevant Cabinet Members to follow due procedure as set out in the Local Authorities' Traffic Order (Procedure)(England and Wales) Regulations 1996 and in the Road Traffic Regulations Act 1984 including required public consultation and consideration of objections and responses to them.
4. Delegate authority to the Director for Property & Assets in consultation with relevant Cabinet Members to approve Notice of Making and Making of Orders.

23 **Dates of future meetings**

Meetings are scheduled for the following dates:

- 15 April 2026
- 17 June 2026
- 08 July 2026

All meetings start at 6.00 pm.

Matters Exempt from Publication

If Cabinet 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 Cabinet 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

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paragraphs of Schedule 12A of the Local Government Act 1972.

Cabinet 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.

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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.

Members' Code – Other Registrable Interests

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing** of one of your Other Registrable Interests*** then you must declare an

interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Members' Code – Non Registrable Interests

Where a matter arises at a meeting which **directly relates** to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under Other Registrable Interests, then you must declare the interest.

You must not take part in any discussion or vote on the matter and must not remain in the room, if you answer in the affirmative to this test:

“Where a matter affects the financial interest or well-being:

- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest You may speak on the matter only if members of the public are also allowed to speak at the meeting.”

Otherwise, you may stay in the room, take part in the discussion and vote.

*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.

** Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

*** Other Registrable Interests: a) any unpaid directorships b) any Body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority c) any Body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

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 working days 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 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 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.