

Agenda



Cabinet

This meeting will be held on:

Date: **Wednesday 15 April 2026**

Time: **6.00 pm**

Place: **Council Chamber - 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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mycouncil.oxford.gov.uk.*

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.

Decisions come into effect after the latest of the expiry of the post-meeting councillor call in period; reconsideration of a called-in decision; or Council's agreement of recommendations.

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	13 - 34
Recommendation: That Cabinet resolves to approve the minutes of the meeting held on 18 March 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 9th of April.	
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 9th of April.	
6 Councillor addresses on Neighbourhood Issues	
7 Items raised by Cabinet Members	

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8 Reports from the Scrutiny Committee

The Scrutiny Committee will meet on 07 April 2026 to consider the following items. Report and recommendations, including those from its working groups, will be published as a late supplement.

- Watercourses and Ditches
- Review of Ward Member Budget and Community Infrastructure Levy Councillor Applications
- Urgent Key Decisions End of Year Update 2025-2026
- Integrated Performance for Q3 2025/26
- Housing Performance 2025/26
- Selective Licensing Year 3 update
- Social Housing EPCC update
- Local Area Energy Planning update

9 Update on OCC Housing (HRA) Services

35 - 76

The Director of Housing submitted a report for Cabinet to note the progress made by Housing Services during 25-26 and note the key challenges going forward to 26-27.

Cabinet is recommended to:

1. Note the end of year report which highlights service improvements and services delivered by the Housing Service over the past 12 months (2025/26)
2. Note the challenges facing the Housing Service going forward and the priorities that it is seeking to deliver over the next 12 months (2026/27)
3. Delegate authority to the Director of Housing in consultation with the Lead Member for Housing and Communities to make any adjustments to service priorities and delivery

10 HRA Policies: Disposals, No Access, Mutual Exchange, Aids and Adaptations, Voids

77 - 196

The Director of Housing submitted a report to request that Cabinet recommend that Council approve the following policies: aids and adaptations, disposals, mutual exchange, no access to ensure the maintenance and good management of the housing stock.

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Cabinet is recommended to recommend that Council approve:

1. The draft Aids and Adaptations Policy
2. The draft Disposals Policy
3. The draft Mutual Exchange Policy
4. The draft No Access Policy

11 **Disposal of Land**

197 -
232

The Director of Property & Assets submitted a report to request that Cabinet approve the disposal of land outside the City.

Cabinet is recommended to:

1. Approve the disposal of land at Grenoble Road;
2. 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 Asset Management to agree the final terms and enter into the final agreement and any other documents necessary to effect the transaction provided that the disposal 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 reasonably be obtained).

12 **Review of Ward Member Budget and Community Infrastructure Levy Councillor Applications**

233 -
238

The Director of Law, Governance and Strategy (Monitoring Officer) submitted a report for Cabinet to approve the decision-making route for Councillor applications for Ward Member Budget and Community Infrastructure Levy spend and approve amendments to with part 4 of the Council Constitution to reflect those arrangements.

Cabinet is recommended to:

1. Delegate the approval for Ward Member Budget applications to the Director of Communities and Citizens' Services, in consultation with the Director of Law, Governance and Strategy (Monitoring Officer), the Group Finance Director (Section 151

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Officer) and the Director of Property and Assets (where appropriate)

2. Delegate the approval for Ward Member Community Infrastructure Levy spend applications to the Director of Planning and Regulation, in consultation with the Director of Law, Governance and Strategy (Monitoring Officer), the Group Finance Director (Section 151 Officer) and the Director of Property and Assets (where appropriate)
3. Recommend full Council to amend parts 4.4 and 4.7 of the Constitution to reflect the updated delegations.

13 Controlled Entry Systems Replacement (HRA)

239 -
264

The Director of Housing submitted a report to request that Cabinet approve a contract for the programme replacement of the access control units across the HRA portfolio.

Cabinet is recommended to:

1. Approve the planned programme to replace the access control units across the HRA portfolio.
2. Delegate authority to the Director of Housing, in consultation with the Director of Group Finance, Director of Law & Governance, and the Cabinet Member for Housing and Communities, to award the contract and to agree the contracting mechanism (incl. any variation/ancillary agreement) and enter necessary documentation, subject to the Procurement Act 2023 and the Council's Contract Procedure Rules.

14 Procurement of a Housing & Asset Management System, including a mobile working solution

265 -
312

The Director of Housing submitted a report to seek project approval to procure ICT solutions for housing and housing asset management, including a mobile working solution and to seek delegated authority for the Deputy Chief Executive (City and Citizens' Services) to award the contract.

Cabinet is recommended to:

1. Grant project approval for the procurement of a 10-year contract for ICT solutions for housing and housing asset management,

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including a mobile working solution, with an option to extend for a further five years.

2. Approve a contract value of up to £2million (inclusive of VAT).
3. Delegate authority to the Deputy Chief Executive (City and Citizens' Services) in consultation with the Monitoring Officer, Section 151 Officer, the Director of Housing, Cabinet Member for Housing and Communities, the Cabinet Member for Citizen Focused Services and Council Companies to award the contract and finalise contractual arrangements.

15 Littlemore Neighbourhood Plan

313 -
364

The Director of Planning Services and Regulation submitted a report to request that Cabinet recommend to Council to agree to “make” the Littlemore Neighbourhood Plan.

Cabinet is recommended to:

1. “Make” the Littlemore Neighbourhood Plan (set out in Appendix 1 of this report). The Plan has been approved at referendum it and now forms part of the statutory development plan in helping to determine planning applications for the Littlemore Neighbourhood Area. The ‘making’ of the Littlemore Neighbourhood Plan would formalise this process in line with the relevant legislation.
2. Delegate authority to the Director of Planning and Regulation, in consultation with the Cabinet Member for Planning and Culture, to make any necessary editorial corrections to the Littlemore Neighbourhood Plan prior to final publication. This will include a final desktop published version of the Littlemore Neighbourhood Plan.

16 Dates of future meetings

Meetings are scheduled for the following dates:

- 17 June 2026
- 08 July 2026
- 19 August 2026

All meetings start at 6.00 pm.

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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 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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Oxford City Council, Town Hall, St Aldate's Oxford OX1 1BX

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.