

# Record of Decisions of the meeting of the Cabinet

## On Wednesday 17 September 2025

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Set out below is a summary of the decisions taken at the meeting of the Cabinet held on Wednesday 17 September 2025.

Decisions made by the Cabinet and Planning – Oxford City Planning Committee will be subject to a two-day call-in period.

The wording used does not necessarily reflect the actual wording that will appear in the minutes.

If you have any queries about any matters referred to in this decision sheet please contact Committee and Member Services.

### 9 Quarterly Integrated Performance Report - Q4 2024/25

Cabinet resolved to:

1. **Note** the financial outturn and performance of the Council for the year 2024/25 and the recommended transfer of £1.549 million from the risk reserve; and
2. **Agree** the carry forward requests in respect of the General Fund of £0.083 million in accordance with paragraph 6.

### 10 Quarterly Integrated Performance Report - Q1 2025/26

Cabinet resolved to:

1. **Note** the financial position for quarter 1 (Q1) 2025/26 including forecast outturn, as well as the current position on risk and performance at 30<sup>th</sup> June 2025.

### 11 Citizen and Community Engagement Policy 2025 - Adoption of Plan

Cabinet resolved to:

1. **Approve** the Citizen and Community Engagement Policy 2025; and
2. **Delegate authority** to the Director of Communities and Citizen Services to publish the Citizen and Community Engagement Policy and to make any typographical amendments as may be required, before publication.

## 12 **Re-procurement of Housing First support service**

Cabinet resolved to:

1. **Approve** the commencement of a re-procurement exercise for a Housing First support service;
2. **Delegate authority** to the Director of Housing, on completion of the procurement exercise and subject to funding, to award contracts in relation to Housing First support provision.

## 13 **Introduction on the Temporary Accommodation Placement Policy**

Cabinet resolved to:

1. **Approve** the Temporary Accommodation Placement Policy as set out in Appendix 1.
2. **Delegate** authority to the Director of Housing to make minor amendments to the policy in response to operational or legislative changes, in consultation with the Cabinet member for Housing and Communities.

## 14 **Appropriation of land at Underhill Circus**

Cabinet resolved to:

1. **Note** that following the statutory public notification process of the Council's intention to appropriate the Land to planning purposes, no written representations were received in response to the public notice; and
2. **Approve** the appropriation of the land in the Council's ownership at Underhill Circus (see Image 1) ("the Land"), to planning purposes;
3. Subject to obtaining planning consent, **recommend to Council** the appropriation of the land owned by Oxford City Council that forms the development site for housing at Underhill Circus from the General Fund ("GF") into the Housing Revenue Account ("HRA") at the established red book valuation figure.

## 15 **Acquisition of land at Knights Court into the HRA**

Cabinet resolved to:

1. **Approve** the freehold acquisition of the Between Towns Road site Knights Court on the terms set out in this report and at Appendix 1 and 2;

2. **Grant project approval** to finalise the scheme design, to the proposals to enter into build contracts and any other necessary agreements or contracts and incur associated development cost spends, as set out in this report, and within the allocated HRA capital budgets and business plan, for the purpose of delivering more affordable housing in Oxford;
3. **Delegate authority** to the Director of Housing, in consultation with the Cabinet Member for Affordable Housing; the Head of Financial Services/Section 151 Officer; and the Council's Monitoring Officer, to enter into agreements for the purchase of land; build contracts and any other necessary agreements or contracts to facilitate the development within the identified budget, for the provision of additional affordable housing; and
4. **Grant approval** for a virement within the HRA capital budget for scheme costs of £8.9 million. The virement will be from the "Properties purchased from OCHL" (Oxford City Housing Limited) purchase line into a new scheme line to be profiled to match the build programme across the four years from 2025/26 to 2028/29;

## 16 **Acquisition of land at Elsfield Hall into the HRA**

Cabinet resolved to:

1. **Grant project approval** to finalise the scheme design, to the proposals to enter into build contracts and any other necessary agreements or contracts and incur associated development cost spends, as set out in this report, and within the allocated HRA capital budgets and business plan, for the purpose of delivering more affordable housing in Oxford;
2. **Delegate authority** to the Director of Housing, in consultation with the Cabinet Member for Affordable Housing; the Head of Financial Services/Section 151 Officer; and the Council's Monitoring Officer, to enter into build contracts and any other necessary agreements or contracts to facilitate the development within the identified budget, for the provision of additional affordable housing;
3. **Grant approval** for a virement within the HRA capital budget for scheme costs of £11.7 million. The virement will be from the "Properties purchased from OCHL" (Oxford City Housing Limited) purchase line into a new scheme line to be profiled to match the build programme across the four years from 2025/26 to 2028/29;
4. **Recommend to Council** the appropriation of the land owned by Oxford City Council (OCC) at Elsfield Hall from the General Fund (GF) into the Housing Revenue Account (HRA).

## 17 **Acquisition of land at Cave Street into the HRA**

Cabinet resolved to:

1. **Grant project approval** to finalise the scheme design, to the proposals to

enter into build contracts and any other necessary agreements or contracts and incur associated development cost spends, as set out in this report, and within the allocated HRA capital budgets and business plan, for the purpose of delivering more affordable housing in Oxford;

2. **Delegate authority** to the Director of Housing, in consultation with the Cabinet Member for Affordable Housing; the Head of Financial Services/Section 151 Officer; and the Council's Monitoring Officer, to enter into build contracts and any other necessary agreements or contracts to facilitate the development within the identified budget, for the provision of additional affordable housing;
3. **Grant approval** for a virement within the HRA capital budget for scheme costs of £5.9 million. The virement will be from the "Properties purchased from OCHL" (Oxford City Housing Limited) purchase line into a new scheme line to be profiled to match the build programme across the four years from 2025/26 to 2028/29;
4. **Recommend to Council** the appropriation of the land owned by Oxford City Council (OCC) at Cave Street from the General Fund (GF) into the Housing Revenue Account (HRA).

#### 18      **4 x Food Waste 18T Dennis Terberg Topload RCVs**

Cabinet resolved to:

1. **Enter into** a contract with Dennis Eagle T/a Terberg Matec UK under the Halton Framework for the purchase of four (4) 18T Terberg single compartment toploading food waste refuse vehicles.

#### 19      **Agreement to procure the provision and award including the budget for the Lift Servicing and Maintenance and minor/major works contracts**

Cabinet resolved to:

1. **Approve** the procurement of a 5-year contract with two 12-month extensions, for the inspection, servicing, maintenance and repair of lifts with an approximate value of £330,000 per annum.
2. **Delegate authority** to the Director of Property and Assets to award a contract for inspection, servicing, maintenance and repair of lifts following a lawful procurement exercise.

#### 22      **Disposal of City Centre commercial property**

Cabinet resolved to:

1. **Delegate authority** to the Director of Property and Assets, in consultation with the Director of Law, Governance and Strategy and the Group Finance Director to consider any comments received through the consultation pursuant to section 123 (2A) of the Local Government Act 1972 following a statutory advertisement for disposal of open space and if considered appropriate following consideration of any comments and or objections agree the final sale terms and dispose of the freehold title.

For more details on the subject of the Decision or for a copy of the Decision Note please contact:

Dr Brenda McCollum, Committee and Member Services Officer, Mobile: 01865 252784 or Email: DemocraticServices@oxford.gov.uk

The Record of Decision sets out the decision taken by the Committee. Details of the reasons for the decision and any alternative options put forward for consideration (if any) were published within the reports

The Decision is available on the [Council's website](#) for the call-in period.