

Decision type: Single Member Decision

Decision date: Wednesday 6th August 2025

Decision maker: Susan Brown, Leader of the Council

Decision title: Homes for Ukraine Grant Agreement

Summary	
Decision being taken:	To enter into the Homes for Ukraine Grant Agreement with Oxfordshire County Council from 2025-28.
Key decision:	Yes - Issue details - Homes for Ukraine Grant Agreement Oxford City Council
Source of delegation:	The Leader has the power to take this decision pursuant to part 3.1 of the Constitution, as executive responsibilities must be the responsibility of the Leader, and any responsibilities not listed in Part 5 of the Constitution, (including all local choice responsibilities), will be the Leader's responsibilities.
Cabinet Member:	Susan Brown, Leader of the Council
Corporate Priority:	Thriving Communities
Policy Framework:	Council of Sanctuary Framework 2025-2028

The Leader of the Council decides as follows:

1. **To enter** into the Homes for Ukraine Grant agreement to facilitate receipt of grant payments from Oxfordshire County Council accumulating to a total value of £1,026,000 (subject to funding review per year), for the period 2025-2028.

Introduction and background

1. The Homes for Ukraine scheme has welcomed over 2,800 Ukrainians to Oxfordshire
2. In Oxford around 500 people have settled, with over 300 people who have moved on to new accommodation, many with support from Local Authorities and Voluntary and Community Organisations (VCS).
3. Following the invasion of Ukraine, Oxfordshire's councils, supported by other local agencies organised a Homes for Ukraine response to new arrivals, through the Oxfordshire Migration Partnership.

4. The response has moved from an initial focus on basic support, welfare and safeguarding support, to managing the transition of guests into sustainable move on accommodation which has mitigated large scale homelessness as well as promoting increased employment, skills and English language opportunities to support Ukrainians integrate in Oxfordshire.
5. Oxfordshire County Council receive tariff funding from the Ministry of Housing, Communities and Local Government based on the number of new arrivals to Oxfordshire. Oxfordshire County Council through their governance structure has agreed how this funding will be spent, including funding that is distributed to District Local Authorities in line with government guidance.

Reasons for the decision

6. To facilitate Homes for Ukraine grant payments, Oxford City Council entered into a grant agreement with Oxfordshire County Council in September 2023 which expired in March 2025. This report recommends entering into a grant agreement with the same terms, save for the grant period and payment plan, to facilitate the receipt of further grant payments to support Ukrainians living in Oxford.
7. It is expected that the Council will receive in excess of £750,000 over the next three financial years with exact amounts being agreed on a yearly basis based on level of need and grant payments available.
8. The risk for the decision not to be made will be that Oxford City Council do not receive grant payments to support Ukrainians settle in Oxford with the sum of £385,415.45 currently due from Oxfordshire County Council for 2025/26.

Alternative Options Considered

9. The alternative is that the Council does not enter into a new grant agreement and will therefore not receive any further grant payments, this option is not recommended as it would adversely affect the Council's financial position and reduce its ability to support Ukrainian residents.

Equalities Impact

10. The equality impact is positive as the receipt of grant funding will support Ukrainians who have settled within Oxford, many of which will have a protected characteristic as defined under the Equality Act 2010

Risks

11. There are no significant risks for receiving the Homes for Ukraine grant funding.

Carbon and Environmental Considerations

12. There are no implications

Implications of making the decision

Financial implications	This scheme is currently fully funded so failure to enter into a new grant agreement would mean either support for the project would cease or the	Completed by: Jason Jones
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	General Fund budget would be significantly impacted	Finance Business Partner (Housing) Date: 28/07/25
Legal implications	<p>The Leader of the Council is empowered to take this decision, in accordance with section 3.1 of the Constitution. The Leader will not be exercising their power to delegate this decision to a single cabinet member, as per section 3.3 and 4.6 of the Constitution, as they will be exercising the power to take the decision themselves.</p> <p>This decision is determined as a key decision, as the total grant agreement value over the 3-year period will be in excess of the threshold (£750,000), and section 18.21 of the Constitution requires all external funding with a value of £750,000 or more to be a key decision and require Cabinet approval in advance of acceptance. A single cabinet member decision is lawful to exercise in this case.</p> <p>The key decision procedure must be adhered to accordingly. Notice of the decision was published on the forward plan on the 7th July 2025, and as such the decision cannot be taken until 28 days from this date has passed. If the Leader decides to take the decision, this must be published, and a further 2 days (the call in period) must pass before the grant agreement can be entered into by Oxford City Council and Oxfordshire County Council.</p> <p>If the grant agreement is agreed by both parties to be extended beyond the 3 year term (in accordance with its terms and conditions), this will come under as a variation of the agreement, and section 19.22 of the Constitution will need to be complied with by the relevant Service Director.</p>	Completed by: Amber Khaloon, Trainee Solicitor Date: 21/07/2025

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Other implications	n/a	Completed by: Stephen Cohen, Refugee and Resettlement Officer Date: 06 August 2025
Member declared interests	IN/a	Completed by: Stephen Cohen, Refugee and Resettlement Officer Date: 06 August 2025

Background Documents
<p>Background - A grant agreement was entered into between Oxfordshire County Council and Oxford City Council between 24 February 2022 to 31 March 2025, in order to facilitate the release of initial grant funding of £1,371,000 for costs linked to the Homes for Ukraine Scheme. The decision was taken by the Chief Executive of the Council on the 1 August 2023.</p> <p>Oxfordshire County Council receive tariff funding from the Ministry of Housing, Communities and Local Government based on the number of new arrivals to Oxfordshire. Oxfordshire County Council through their governance structure has agreed how this funding will be spent, including funding that is distributed to District Local Authorities in line with government guidance.</p> <p>The funding for the financial years 25/26, 26/27 and 27/28 has been agreed with exact amounts being agreed on a yearly basis based on level of need and grant payments available.</p>

Report author	Stephen Cohen
Job title	Refugee and Resettlement Officer
Service area or department	Housing Services
Email contact	scohen@oxford.gov.uk

Consultee checklist

Consultees	Name and job title	Date
Senior officer e.g. the relevant service manager / Director where the decision maker is the	N/A	

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Chief Executive or a Deputy Chief Executive.		
Group Finance Director Where required by the Constitution or conditions of the delegation	Nigel Kennedy	29/07/25
Director of Law, Governance and Strategy Where required by the Constitution or conditions of the delegation	Emma Jackman	30/07/25
Cabinet Member(s) Where required by the conditions of the delegation	N/A	
Ward Members Where required by the Constitution or conditions of the delegation	N/A	

Decision Maker Approval

<i>Name and job title</i>	<i>Date</i>
Councillor Susan Brown, Leader of the Council	06/08/25

This form must be completed and sent to Committee and Member Services **on the date that the decision maker signs it. This must be only done once all consultees have given their approval. The decision shall be effective from the date of publication; therefore, it is important that you send to Committee and Member Services as soon as it is completed and dated by the decision maker. Please note that it is not effective until it is published and the call in period has passed.**

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NOTES

The law¹ requires the Council to record executive and non-executive decisions taken by officers under delegated powers and to publish them on the Council's website.

These requirements apply to decisions that would have been taken by Council or the Cabinet if delegated powers had not been given to an officer:

- under an express delegation granted at a meeting of Cabinet, Council or a Committee.
- in accordance with Part 4.4 of the Constitution as follows:
 - Awarding a contract where authority has been specifically delegated to officers by Cabinet or a Cabinet Member (regardless of value)
 - Acquiring or disposing of freeholds or leaseholds granting new leaseholds (excluding assignments and rent reviews) where authority has been specifically delegated to officers by Cabinet or a Cabinet Member (regardless of value)
 - Making a regulatory order which affects a number of people, for example a Public Space Protection Order or a Parking Place Order
 - Where the effect of a decision is to grant a licence or permission or it affects the rights of citizens
 - Discharging any other express delegation from Cabinet or a Cabinet Member a committee or Council.

These requirements **do not** apply to:

- planning and licencing matters where there are established arrangements for recording decisions: or
- decisions which are purely administrative or operational in nature

All other officer decisions should be recorded on an officer decision form but do not need to be published. They must though be stored so as to ensure that they are not lost should an officer leave the authority.

Exempt or Confidential information

Information relating to a delegated officer or single member decision does not have to be made public if it is exempt or confidential. Summary information from this decision sheet (excluding all exempt or confidential information) will be published on the Council's website.

¹ the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012/2089 (Regulation 13(4)) and The Openness of Local Government Bodies Regulations 2014/2095 (Regulation 7)

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Key or Non Key Decision

A key decision is an executive decision which is likely to:

- Have a significant effect on people living or working in a least two wards or
- Involve spending, income, or saving a significant amount – whether an amount is significant depends on the Council's total budget for the service involved. For this Council 'significant' in budgetary terms is:
 - Expenditure, income, or savings of £750,000 or greater in the context of the medium term financial strategy,
 - Acquiring or disposing of freeholds with a consideration over £500,000 in the context of the medium term financial strategy except for disposals pursuant to right to buy legislation
 - Acquiring or disposing of leaseholds where either the rental value is in excess of £250,000 per annum and/or the premium is £750,000 except for statutory lease renewals under Part 2 of the Landlord and Tenant Act 1954 and disposals pursuant to right to buy legislation and disposals pursuant to right to buy legislation.
 - Acquiring or disposing of easements with a value over £750,000 and/or rental value over £250,000 each year

A key decision can only be taken and recorded here if notice of it has been published on the Forward Plan for at least 28 clear days. Key decisions taken by officers may be “called in” by any four councillors or the Chair of the Scrutiny Committee within two days of the notice of decision being published.

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