

## **Minutes of a meeting of the Cabinet on Wednesday 17 September 2025**

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### **Committee members present:**

Councillor Brown

Councillor Turner

Councillor Arshad

Councillor Chapman

Councillor Hollingsworth

Councillor Railton

Councillor Linda Smith

### **Officers present for all or part of the meeting:**

Caroline Green, Chief Executive

Nigel Kennedy, Group Director Finance

Tom Hook, Deputy Chief Executive - Citizen and City Services

Celeste Reyeslao, Scrutiny and Governance Advisor

Kate Protheroe, Asset Manager

Jonathan Malton, Committee and Member Services Manager

Alison Daly, Team Leader Lawyer

Clare Paterson, Strategic Finance Manager

Kieran Edmunds, Rapid Rehousing Manager

Emma Gubbins, Corporate Asset Lead

Sally Hicks, Business Intelligence Unit Lead

Nick Kowalski, Affordable Housing Development Manager

Brendan Lewis, Senior Rough Sleeping Officer

Jiajia Miao, Corporate Consultation Officer

Ossi Mosley, Rough Sleeping and Single Homelessness Manager

Dave Scholes, Affordable Housing Supply Corporate Lead

Megan Woodward, Housing Options Team Leader

Stuart Hosieh, Mechanical and Electrical Manager

Esther Knight, Category Manager, Operations (ODS)

Owain Pearce, Transport Manager ODSL (Systems & Specifications)

James Viljoen, Technical Engineering Manager

Clive Tritton, Interim Director, Regeneration, Economy and Sustainability

**Also present:**

Councillor Alex Powell

**Apologies:**

Councillor(s) Munkonge sent apologies.

**41. Apologies for Absence**

Councillor Munkonge sent apologies.

Councillor Arshad arrived late.

**42. Declarations of Interest**

None

**43. Minutes of the previous meeting**

Cabinet resolved to **approve** the minutes of the meeting held on Wednesday, 13 August 2025 as a true and accurate record.

**44. Addresses by members of the public**

None received.

**45. Councillor addresses on any item for decision on the Cabinet agenda**

None received.

**46. Councillor addresses on Neighbourhood Issues**

None received.

**47. Items raised by Cabinet Members**

None.

*Councillor Railton joined the meeting.*

**48. Reports from the Scrutiny Committee**

The Scrutiny Committee met on 9 September and reviewed the Citizen and Community Engagement Policy 2025 and the Scrutiny Budget Review Group Scope, there were no recommendations for the Budget Review Group Scope. The Housing and Homelessness Working Group met on 2 September 2025 to consider the Re-procurement of Housing First Support Service, Temporary Accommodation Placement Policy, Housing Service Q1 Performance for 2025/26 and Annual update on Social Housing Allocations and Lettings. Councillor Alex Powell noted there were only recommendations for the Temporary Accommodation Placement Policy. The Climate

and Environment Working Group met on 4 September 2025 to consider the Heat Network Update, Local EV Infrastructure and Local Energy Area Planning. Councillor Powell noted there were no recommendations for the Local Energy Area Planning.

Councillor Powell presented the Scrutiny Committee's recommendations for the Citizen and Community Engagement Policy 2025, reflecting on the Committee's discussions.

- **Recommendation 1:** That the Policy specifically assigns locality managers a role in the dissemination of consultations, making use of their deeper understanding of each local area's needs and dynamics with the intention to tailor engagement efforts more effectively.
- **Recommendation 2:** That the Policy acknowledges and identifies busy time periods to be avoided for consultations, to ensure residents or participants have adequate opportunity to participate, particularly where the consultation topic requires more focused attention.
- **Recommendation 3:** That every consultation document undergoes an inclusivity check by an officer, resident panel, or elected member prior to release for readability and understandability by all audiences.
- **Recommendation 4:** That Cabinet ensures the Policy is applied in a manner that maximises the inclusion of disabled people in the Council's consultation processes.
- **Recommendation 5:** That Cabinet requests officers to undertake exploratory work to incorporate a system for ranking the importance of each consultation, and to investigate whether the use of incentives could effectively increase participation and engagement.

Councillor Chapman observed that scrutiny, on occasion, blur the lines between strategy, policy and the operational delivery. Referring to the recommendation which involved the role of localities manager, he explained this would be better placed in the operational plan rather than set out as a general provision in the policy. In relation not the fifth recommendation, Councillor Chapman expressed appreciation for the Committee's intent but highlighted the difficulties in ranking consultations, stating that it was not always possible to do as each varies in scope and impact. He also cautioned that use of incentives may produce perverse outcome in that participants could be motivated by incentives rather than the substance of the consultation, in addition to creating financial implications. Overall, he valued the constructive discussions at Scrutiny, confirming his support for three and indicating partial agreement with two of the above listed recommendations.

Councillor Powell also reported the Housing and Homelessness Working Group's recommendation to the Temporary Accommodation Placement Policy. In presenting this, he conveyed concerns regarding the statutory six week limitation on placements in temporary accommodation and whether this period could be reduced. It was however understood that the six week limit is prescribed in legislation.

- **Recommendation:** That Cabinet ensures the Temporary Accommodation Placement Policy incorporates a degree of flexibility to take account of extraordinary employment circumstances including those who work irregular hours or on variable contracts, in order to support fairness and further clarity.

He proceeded to draw attention to the key points discussed during the Working Group's consideration of the Social Housing Allocations and Lettings report. These included the

significant demand for one-bed homes and their underrepresentation within the current stock; issues of unseen overcrowding in council properties; the need for greater transparency around eligibility of applicants placed in Band 5 where likelihood of being housed is very low; and the potential benefits of downsizing incentive schemes. He confirmed that no formal recommendations were made in respect of this item.

Councillor Powell then presented the Climate and Environment Working Group's discussions and recommendations on the Heat Network Update. He pointed out that this topic had also attracted considerable interest amongst members of Scrutiny upon endorsing the recommendations, noting that it was positively received by both the Committee and the Working Group.

- **Recommendation 1:** That social value creation is explored and embedded in the delivery of the heat network, with particular focus on mitigating the negative impacts of construction, including compensation for any disruptions to local businesses, safety concerns, damage to properties, and other community impacts, and that income generated through the network is directed toward addressing fuel poverty through measures such as insulation and energy efficiency upgrades.
- **Recommendation 2:** That Council ensures there is further scrutiny specifically around the ownership models of the infrastructure under consideration for the heat network.
- **Recommendation 3:** That concerns around potential monopoly are duly noted, and that commercial arrangements include mechanisms that will ensure long-term public benefit and enable public oversight; that any profits or financial turnover generated through the network are shared with the City Council and used to directly benefit residents; and that where possible, infrastructure is retained in public ownership or alternative safeguards are implemented to ensure dependency on a single private provider is prevented.

Lastly, Councillor Powell presented the Climate and Environment Working Group's recommendation on the Local EV Infrastructure.

- **Recommendation:** That OX Place, as a council-owned company, ensure that EV charge points in new developments are accessible to the wider community; and that further work is undertaken to explore the use of workplace EV charging points by local residents during evenings and weekends, potentially through planning conditions.

In response to Councillor Powell, Councillor Smith expressed agreement with the recommendation seeking flexibility within the Placement Policy particularly to allow employment to be considered on a case-by-case basis. Councillor Railton confirmed her acceptance of all three recommendations relating to Heat Network noting the discussions had been constructive. In respect to the final recommendation concerning EV charge points, Councillor Chapman acknowledged the positive intent but advised that, in practice, such condition would be unworkable. He explained that the Council would be unable to enforce this requirement unless private owners voluntarily agreed to make their charge points publicly accessible at designated times, which could itself give rise to complex practical issues. Differentiating this from communal EV charge points, he highlighted further issues around sharing access with the wider community, laudable though the aim might be.

Councillor Brown thanked Councillor Powell for his contributions, and Scrutiny's work on various reports presented to Cabinet in this meeting.

#### **49. Quarterly Integrated Performance Report - Q4 2024/25**

The Group Finance Director had submitted a report to Cabinet to note the update to the Cabinet on the financial outturn for the year ending 31 March 2025.

Councillor Turner introduced the report, commenting on its usefulness in reviewing both successes and challenges, as well as lessons learned for setting the budget for the coming year. He acknowledged the need to transfer some amount from the reserves particularly in light of the significant pressures arising from temporary accommodations in the past year. He noted that the budget for this had now been increased, recognising that the homelessness crisis remains a pressing issue in the city. Councillor Turner also drew attention to issues surrounding housing benefit and supported accommodation, describing these as an unwelcome policy quirk which would benefit from review. With respect to the HRA account, he highlighted a one-off income from disposal while also noting the ongoing challenge of repair costs, which he advised would need to be closely monitored and addressed. Turning to the Capital Programme, the councillor acknowledged inevitable slippage but expressed confidence that the Council's monitoring and planning processes in this area had improved. Lastly, he provided assurance that the Finance Team was carefully estimating likely capital expenditure, at levels lower than the total capital programme, to ensure the Council did not unnecessarily held funds in reserve and thereby incur avoidable interest costs.

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.

#### **50. Quarterly Integrated Performance Report - Q1 2025/26**

The Group Finance Director had submitted a report to Cabinet to note the update to the Cabinet on Finance, Risk and Corporate Performance matters at 30<sup>th</sup> June 2025.

Councillor Turner introduced the report. He explained that Q1 reporting is useful for identifying trends and addressing emerging issues before they escalate, rather than focusing on the bottom line given the early stage. He reported that the General Fund is currently forecasting an overspend of £600k but emphasised that there remains scope to mitigate this. He also highlighted pressures relating to temporary accommodation, as referenced in the previous report, noting significant costs and year-on-year movements, though with an expected HRA recharge. On the matter of the HRA, Councillor Turner was keen to point out that the Council is not currently experiencing the same level of repair issues as the previous year. He welcomed this as a positive development, given earlier concerns about the difficulty of achieving a turnaround, and expressed hope that this improvement would be sustained.

Nigel Kennedy, Group Finance Director, confirmed that budgets had been topped up this financial year to address pressures on the HRA, following the overspend in the previous year. Whilst noting that it is still early in the financial cycle, the Q1 position suggests these measures have brought the situation under control. However, the

Group Finance Director did emphasise, in line with Councillor Turner's comments, that this position may change over the course of the year.

Caroline Green, Chief Executive, added that in response to last year's challenges, officers have identified a series of actions which alongside reducing budget pressures, are enabling the council to shift from 'more' to a planned approach. She noted that a significant programme of work was underway, and highlighted that improved monitoring through out the year remains a key priority. She also concluded that whilst the Q1 position is looking positive, continued focus will be required as the year progresses.

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.

## **51. Citizen and Community Engagement Policy 2025 - Adoption of Plan**

The Director of Communities and Citizen Services had submitted a report to Cabinet to request the approval to adopt the Citizen and Community Engagement Policy 2025.

Councillor Chapman introduced the report, thanking Jiajia Miao, Corporate Consultation Officer, for authoring it. He emphasised the importance of meaningful citizen engagement, noting that the Council must understand residents' needs, views and priorities in order to make sound decisions about the allocation of limited resources. Beyond this, he stressed that proper engagement lies at the heart of accountability, enabling residents to contribute at the appropriate stage in the development of strategies, policies and proposal. Councillor Chapman highlighted that the Policy sets out a comprehensive range of tools for engaging with communities across the city, including hard-to-reach groups, but underlined that its effectiveness ultimately depends on how skilfully the Council uses the information gathered. The Policy also acknowledges the varied and distinct needs of different communities, incorporating factors that shape how citizens and groups engage, and incorporates elements of tenant engagement. Whilst there is no single national blueprint for this work, he noted that existing guidance including from the Local Government Association, had informed its development.

Finally, Councillor Chapman noted that the Policy reflects recent discussions on the Citizen Experience Strategy. In particular, points raised by Scrunity on the provision of language interpretation in parts of the city, and the importance of proactive engagement with children under 12 and young people where relevant, have now been embedded in the Policy, which he considered the appropriate place for them.

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.

## **52. Re-procurement of Housing First support service**

The Deputy Chief Executive – City and Citizen Services had submitted a report to Cabinet to request the approval of the commencement of a re-procurement exercise for



a support service to enable the Housing First service in Oxford to continue after 31st March 2026.

Councillor Linda Smith introduced the report, firstly by emphasising Housing First as a vital strategy in reducing homelessness in the city. She noted that the model has been successfully applied internationally, and that in Oxford, more than 50 individuals have already benefited from Housing first tenancies. She explained that unlike traditional approaches where accommodation and support are provided together in shared or supported settings, Housing First offers individuals a permanent home of their own, with personalised support provided separately. This meant that as residents stabilise and move forward with their lives, the level of support is gradually reduced enabling long-term independence.

She stated that the Council currently works with three providers: Beam Up, A2 Dominion, and St Mungo's in order to deliver support. Contracts with two of the providers are approaching renewal and are dependent on future government funding.

Ossi Mosely, Rough Sleeping and Single Homelessness Manager, stressed the importance of Housing first in providing stable homes for some of the city's most vulnerable residents, many of whom have experienced repeated homelessness and rough sleeping. She explained the intention to begin a procurement process in advance so that contracts can be awarded promptly once government funding is secured.

Richard Wood, Homelessness and Rough Sleeping Manager, advised that funding announcement is expected around Christmas time. With only three months remaining on the existing contracts, early reprocurement is intended to ensure continuity of service once confirmation of money is received.

Councillor Turner suggested that, in light of recent reshuffling of responsibilities amongst ministers, it would be beneficial to revisit previous work on wider homelessness funding challenges. He noted that Members of Parliament representing similar areas have observed the effects of certain policy changes, and reviewing this work could provide more preferable outcome. Councillor Brown endorsed the point made by Councillor Turner, emphasising the importance of lobbying the government to secure funding and continue this very important work of supporting people experiencing homelessness. She offered her thanks to the Housing Officers and Councillor Smith for leading on the Housing First programme and stated that she was proud there was such provision in the city

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.

### **53. Introduction on the Temporary Accommodation Placement Policy**

The Director of Housing had submitted a report to Cabinet to approve the Temporary Accommodation Placement Policy.

Councillor Linda Smith introduced the report, referring to earlier discussions on the pressures of temporary accommodation in Oxford, where demands has doubled over the past year. She explained that the Policy outlines the mitigations the Council has

implemented to manage this demand as well as expand the availability of units. The Policy also included measures aimed at preventing the need for temporary accommodation and reducing homelessness. She said that, despite these efforts, the present reality was that there remains a continued need to place people in temporary accommodation. The Policy sets out how the Council makes its decision regarding allocations to such accommodation. Councillor Smith further noted that the Council does not own sufficient temporary accommodation to meet all demand, and as a result, nightly charge accommodations are utilised. The councillor emphasised therefore, the importance of transparency in the Council's decision-making and the need for allocations to be conducted in a fair and legally compliant manner.

Megan Woodward, Housing Options Team Leader, reiterated the councillor's points, adding that the Policy would ensure the Council's decision-making is consistent and strengthen its ability to meet statutory obligations whilst safeguarding the rights and well-being of its citizens.

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.

## **54. Appropriation of land at Underhill Circus**

The Director of Economy, Regeneration and Sustainability had submitted a report to Cabinet that requests to appropriate the land (change the statutory basis on which it is held by the Council) within the General Fund ("GF") to the Housing Revenue Account ("HRA") and the appropriation of the land for planning purposes. The land is currently held as garages and for public open space purposes at Underhill Circus (the "Land") for the objective of building affordable housing.

Councillor Linda Smith introduced the report. She noted that the underused garages in Barton had attracted antisocial behaviour and become unsightly, and was pleased to propose the provision of affordable housing as a new use for the site.

Dave Scholes, Affordable Housing Supply Corporate Lead advised that the site formed part of the small sites programme. Cabinet had considered the matter in January 2024 at which time the appropriation process commenced, including the issue of notices of intent and receipt of objections. He explained that following a late review, some ambiguity had been identified in the recommendations as drafted and set out in the agenda. An amendment had therefore been tabled to recommendations 2 and 3, substituting the word 'recommend' with 'approve'. This was intended to clarify that the proposal was to move the purpose from the General Fund to a planning purpose, and subsequently for Cabinet to recommend to Council that, during the construction phase, the units be transferred from the General Fund to the HRA to take affect following planning consent.

Councillor Hollingsworth queried the lease arrangements for the garages and whether any constraints existed on ending such arrangements, specifically in cases where a small number of garages might remain in use and where releasing them could make sites developable. He also sought clarification on whether the proposed wording change had any implications, specifically whether garages within the site were currently



held in the General Fund or already in the HRA. In response, the Affordable Housing Supply Corporate Lead explained that garages were typically let by the Council on short agreements terminable by either party within a week's notice. In this specific case, some garages had remained empty for considerable time and had not been let to private individuals. He further stated that half of the garages were being used by shopkeepers, in some cases forming part of their leasehold demise. These arrangements had since been terminated and the garages separated from the shop leases, allowing the council to progress the site for development. He confirmed that all garages on the site were currently held within the General Fund and that, once developed, the transfer to the HRA would occur as part of the process.

Councillor Brown introduced an amended recommendation, which was agreed by Cabinet.

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.

## 55. Acquisition of land at Knights Court into the HRA

The Director of Economy, Regeneration and Sustainability had submitted a report to Cabinet that requests project approval and delegations to progress the development of affordable homes at Between Towns Road (Knights Court). This includes delegated authority to enter into the land purchase, build contracts and other necessary agreements and associated development costs, and virement of HRA capital funds.

Councillor Linda Smith introduced the report, noting that the site was a former office block near Cowley Centre. She explained that the proposal was to retain the existing fabric of the building and convert it into residential use, which if achievable, would be an interesting and environmentally sustainable form of housing development. The proposals include the provision of units for temporary accommodation, helping to address the pressures previously discussed.

Councillor Brown commented that for clarity in future discussions, the site should continue to be referred to as "the site on Between Towns Road" as there had been some confusion around its naming.

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;

## **56. Acquisition of land at Elsfield Hall into the HRA**

The Director of Economy, Regeneration and Sustainability had submitted a report to Cabinet that requests for project approval and delegations to progress the development of affordable homes at Elsfield Hall. This includes delegated authority to enter into build contracts and other necessary agreements and associated development costs, virement of HRA capital funds and the approval to commence the process regarding the appropriation of land from the General Fund ("GF") to the Housing Revenue Account ("HRA") (changing the statutory basis on which it is held by the Council).

*Councillor Arshad joined the meeting.*

Councillor Linda Smith introduced the report. She noted that this site was an empty office block already owned by the City Council with potential for development. The proposals involved demolishing the existing building to make way for a new structure. It is hoped that at least 30 new homes would be constructed in the site, subject to viability and planning. The councillor expressed delight in being able to bring this to Cabinet as part of the council's commitment to building more affordable homes in Oxford.

Nick Kowalski, Housing Development Manager, noted that the current proposal of 30 homes mirrors the adjacent Cannon Court site, a development built by OCHL for the Council. He stated that the target was to deliver more homes on the site, though this is subject to detailed design work and planning risks as explained by Councillor Smith.

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).

## **57. Acquisition of land at Cave Street into the HRA**

The Director of Economy, Regeneration and Sustainability had submitted a report to Cabinet that requests project approval and delegations to progress the development of affordable homes at Cave Street. This includes delegated authority to enter into build contracts and other necessary agreements and associated development costs, virement of HRA capital funds and the approval to commence the process regarding the appropriation of land from the General Fund (“GF”) to the Housing Revenue Account (“HRA”) (changing the statutory basis on which it is held by the Council).

Councillor Linda Smith introduced the report, noting that the site was owned by the City Council with proposals to develop at least 19 homes, more if achievable. She further noted that this development would be 100% affordable housing.

Dave Scholes, Affordable Housing Supply Corporate Lead, added that proposed development for this site focuses heavily on one-bedroom homes. Whilst Elsfield would be more mixed, this as well as the site on Between Town Road would provide a number of one-bedroom units directly feeding into the reports and pressures heard earlier to address the need for single bedroom properties and relieving the pressure of using B&B accommodation for homeless households.

Councillor Chapman offered a general observation, noting that across the four reports considered, the schemes represented a substantial contribution towards meeting the Council’s target of delivering 1600 affordable homes by March 2029, including 850 for social rent. He remarked that few councils nationally appeared on track to meet such ambitious targets and suggested that some recognition should be taken from this progress. He commended officers for their work in identifying potential development sites across the city and surrounding areas, including smaller sites which taken together, contribute significantly to overall target. He emphasised that this effort by the lead member and officers should not go unacknowledged.

Councillor Brown endorsed these comments, highlighting the value of seeing affordable homes for social rent being delivered in the city. She expressed thanks to officers for their work and noted that these achievements reflected positively especially when showcased to visitors.

*Cabinet moved to closed session to discuss matters within the exempt portions of the report. This is in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 that could involve the likely disclosure of exempt information as described in Schedule 12A of the Local Government Act 1972.*

*Cabinet moved back to open session to conclude the item.*

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).

## **58. 4 x Food Waste 18T Dennis Terberg Topload RCVs**

The Group Finance Director had submitted a report to Cabinet to request to award a contract to 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.

Councillor Chapman introduced the report, remarking food waste and the proper collection of it as a very important issue. He noted that a number of the Council's food refuse vehicles are reaching the end of their seven to ten year life cycle, and to avoid operational difficulties arising from an ageing fleet, approval was sought for the procurement of replacement vehicles. The councillor explained that procurement will be through a call-off contract with the only supplier able to meet the city's required specification. He further added that budget provision was in place and that the proposal will ensure Council maintains a modern and reliable fleet.

In endorsing the report, it was remarked that the new top-loaded vehicles "look absolutely smashing" and support was expressed for the swift procurement and delivery into service.

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.

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

The Director of Property and Assets had submitted a report to Cabinet to request an agreement to procure and award the Lift Servicing and Maintenance contract from the committed budget for a 5-year term with an optional (+1) (+1) year extension.

Councillor Turner introduced the report explaining that the contract will include social value provisions including Oxford Living Wage requirements and an appropriate balance between price and quality.

In moving the recommendations, it was remarked that this item allowed the meeting to finish on a high.

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.

## **60. Dates of future meetings**

Cabinet noted the dates of future meetings.

*Councillor Railton left the meeting and did not return.*

## **61. Matters Exempt from Publication**

Cabinet agreed to exclude the press and public 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.

## **62. Disposal of City Centre commercial property**

The Director of Property and Assets had submitted a report to Cabinet to request the disposal of a City Centre Commercial Property.

Councillor Turner introduced the report.

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.

**The meeting started at 6.00 pm and ended at 7.20 pm**

**Chair .....**  
**October 2025**

**Date: Wednesday 22**

*When decisions take effect:*

*Cabinet: after the call-in and review period has expired*

*Planning Committees: after the call-in and review period has expired and the formal  
decision notice is issued*

*All other committees: immediately.*

*Details are in the Council's Constitution.*