

To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 21 November 2023 at 2.00 pm

Room 2&3 - County Hall, New Road, Oxford OX1 1ND

If you wish to view proceedings online, please click on this [Live Stream Link](#).



Martin Reeves
Chief Executive

November 2023

Committee Officer: **Chris Reynolds**
Tel: 07542 029441; E-Mail: chris.reynolds@oxfordshire.gov.uk

Membership

Councillors

Liz Leffman	Leader of the Council
Dr Pete Sudbury	Deputy Leader of the Council (inc. Climate Change Delivery & Environment)
Tim Bearder	Cabinet Member for Adult Social Care
Neil Fawcett	Cabinet Member for Community & Corporate Services
Andrew Gant	Cabinet Member for Transport Management
Kate Gregory	Cabinet Member for Special Educational Needs & Disabilities (SEND) Improvement
John Howson	Cabinet Member for Children, Education & Young People's Services
Dan Levy	Cabinet Member for Finance
Dr Nathan Ley	Cabinet Member for Public Health, Inequalities & Community Safety
Judy Roberts	Cabinet Member for Infrastructure & Development Strategy

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 29 November 2023 unless called in by that date for review by the appropriate Scrutiny Committee.

*Copies of this Notice, Agenda and supporting papers are circulated
to all Members of the County Council.*

Date of next meeting: 19 December 2023

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note below

3. Minutes (Pages 1 - 12)

To approve the minutes of the meeting held on 17 October 2023 (**CA3**) and to receive information arising from them.

4. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

5. Petitions and Public Address

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection.

To facilitate 'hybrid' meetings we are asking that requests to speak or present a petition are submitted by no later than 9am four working days before the meeting i.e., 9am on Wednesday 15 November 2023 Requests to speak should be sent to chris.reynolds@oxfordshire.gov.uk

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that your views are taken into account. A written copy of your statement can be

provided no later than 9am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

6. Appointments

7. Reports from Scrutiny Committees

8. Care Homes Purchasing Framework (Pages 13 - 24)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2023/213

*Contact: Ian Bottomley, Lead Commissioner – Age Well,
ian.bottomley@oxfordshire.gov.uk*

Report by Corporate Director: Adult Social Care (**CA8**).

The Cabinet is RECOMMENDED to

- a) **Approve the new care home banding model and note the engagement of the market and partners in its development.**
- b) **Approve the implementation of an integrated purchasing framework with the Buckinghamshire, Oxfordshire, and Berkshire West Integrated Care Board and to implement the new Care Home Banding model.**
- c) **Approve the revision of the s75 NHS 2006 agreement with the ICB to support implementation of the model and to delegate authority to agree further amendments to this agreement to the Corporate Director of Adult Social Care in consultation with the Director of Law and Governance**

9. Business Services Transformation Programme Business Refocus (Pages 25 - 32)

Cabinet Members: Corporate Services and Finance

Forward Plan Ref: 2023/168

*Contact: Tim Spiers, Director of IT, Innovation, Digital and Transformation,
tim.spiers@oxfordshire.gov.uk*

Report by Executive Director of Resources and Section 151 Officer (**CA9**).

Cabinet is RECOMMENDED to:

- a) **Approve the refocusing of the programme on the delivery of improvements to existing human resources, finance, payroll and procurement functions and processes.**
- b) **Approve that the programme does not progress the development of detailed requirements and a full business case to review delivery options for corporate support services and underpinning technology.**

- c) **Approve the repurposing £1.23m of the existing approved £1.57m programme funding to deliver the refocused programme and return the remaining £345k to the Transformation Reserve**

10. Treasury Management Mid Term Review 2023/24 (Pages 33 - 46)

Cabinet Member: Finance

Forward Plan Ref: 2023/140

Contact: Tim Chapple, Treasury Manager, tim.chapple@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer (CA10).

Cabinet is RECOMMENDED to note the council's treasury management activity in the first half of 2023/24 and recommend Council to note council's treasury management activity in the first half of 2023/24.

11. Budget & Business Planning Report - 2024/25 - November 2023 (Pages 47 - 60)

Cabinet Member: Finance

Forward Plan Ref: 2023/316

Contact: Kathy Wilcox,
kathy.wilcox@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer

The Cabinet is RECOMMENDED to:

- a) **endorse the report and note the directorate pressures that will need to be considered as part of the Budget & Business Planning Process.**
- b) **endorse the approach to savings that will be developed further through the Budget & Business Planning Process.**

12. Business Management & Monitoring Report - August/September 2023 (Pages 61 - 150)

Cabinet Member: Finance

Forward Plan Ref: 2023/141

Contact: Louise Tustian, Head of Insight and Corporate Programmes,
louise.tustian@oxfordshire.gov.uk / Kathy Wilcox, Head of Financial Strategy,
kathy.wilcox@oxfordshire.gov.uk

Report by Chief Executive / Executive Director of Resources and Section 151 Officer (CA12).

The Cabinet is RECOMMENDED to

- a) **note the report and annexes.**
- b) **approve the virements in Annex 2a.**
- c) **approve the write off of five Adult Social Care contribution debts totaling £0.142m.**

- d) approve the Supplementary Estimate request of £0.2m to fund the deficit balance for a school converting to academy status during 2023/24.

13. Capital Programme Approvals - November 2023 (Pages 151 - 154)

Cabinet Member: Finance

Forward Plan Ref: 2023/139

Contact: Natalie Crawford, Capital Programme Manager,
natalie.crawford@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer (CA13).

The Cabinet is RECOMMENDED to:

- a) approve £2.1m as a development budget to progress the design phase for the 'Didcot Northern Perimeter Road Scheme 3', a scheme already in the capital programme.
- b) approve the submission of a bid to Active Travel England for an indicative funding amount of £2.38m for several defined active travel schemes.

14. Forward Plan and Future Business (Pages 155 - 170)

Cabinet Member: All

Contact Officer: Chris Reynolds, Committee Officer
chris.reynolds@oxfordshire.gov.uk

The Cabinet Procedure Rules provide that the business of each meeting at the Cabinet is to include "updating of the Forward Plan and proposals for business to be conducted at the following meeting". Items from the Forward Plan for the immediately forthcoming meetings of the Cabinet appear in the Schedule at **CA14**. This includes any updated information relating to the business for those meetings that has already been identified for inclusion in the next Forward Plan update.

The Schedule is for noting, but Cabinet Members may also wish to take this opportunity to identify any further changes they would wish to be incorporated in the next Forward Plan update.

The Cabinet is RECOMMENDED to note the items currently identified for forthcoming meetings.

15. For information only: Cabinet responses to Scrutiny items (Pages 171 - 178)

Oxford United Football Club
Workforce Data
Workforce Strategy

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 (i.e. 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.

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.

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'.

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 registerable 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.

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 include:

- 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.

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.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

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 must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.