



To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 26 November 2013 at 2.00 pm

County Hall, Oxford, OX1 1ND

Joanna Simons

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Chief Executive

November 2013

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Membership

Councillors

Ian Hudspeth	<i>Leader of the Council</i>
Rodney Rose	<i>Deputy Leader of the Council</i>
Mrs Judith Heathcoat	<i>Cabinet Member for Adult Social Care</i>
Nick Carter	<i>Cabinet Member for Business & Customer Services</i>
Melinda Tilley	<i>Cabinet Member for Children, Education & Families</i>
Lorraine Lindsay-Gale	<i>Cabinet Member for Cultural & Community Services</i>
David Nimmo Smith	<i>Cabinet Member for Environment</i>
Arash Fatemian	<i>Cabinet Member for Finance</i>
Louise Chapman	<i>Cabinet Member for Policy Co-ordination</i>
Hilary Hibbert-Biles	<i>Cabinet Member for Public Health & the Voluntary Sector</i>

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 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: 17 December 2013

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

List of Disclosable Pecuniary Interests:

Employment (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines. <http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Rachel Dunn on (01865) 815279 or rachel.dunn@oxfordshire.gov.uk for a hard copy of the document.

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note opposite

3. Minutes (Pages 1 - 10)

To approve the minutes of the meeting held on 15 October 2013 (**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

6. Action in Response to Child Sexual Exploitation in Oxfordshire (Pages 11 - 58)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2013/150

Contact: Jim Leivers, Director for Children's Services Tel: (01865) 815122

Report by Director for Children's Services (**CA6**).

Child sexual exploitation is among the most serious and challenging issue that Oxfordshire County Council has faced. This report sets out the council's learning and

actions in response.

The Cabinet is asked to:

- (a) ***Endorse the progress and actions to date and identify any further measures for consideration.***
- (b) ***Receive further reports from the Cabinet Advisory Group on Safeguarding Assurance and in relation to the Serious Case Review.***

7. Multi Agency Safeguarding Hub (MASH) (Pages 59 - 64)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2013/135

Contact: John Dixon, Interim Deputy Director - Children's Social Care

Report by Director for Children's Services (**CA7**).

This report recommends that Oxfordshire County Council develops a Multi-Agency Safeguarding Hub (MASH) in conjunction with partner agencies.

A Multi-agency Safeguarding Hub (MASH) is a multi-agency unit which pools intelligence about safeguarding referrals, securely, and provides safe and speedy triage as a basis for appropriate ongoing action. As such it is a gateway between universal services (such as Schools and GPs) and specialist and intensive services.

The Cabinet is RECOMMENDED to endorse the development of a MASH for Oxfordshire.

8. Treasury Management Mid-Term Review (2012/13) (Pages 65 - 78)

Cabinet Member: Finance

Forward Plan Ref: 2013/097

Contact: Grey Ley, Financial Manager – Pension Fund Investments Tel: (01865) 323978

Report by Assistant Chief Executive & Chief Finance Officer (**CA8**).

The report sets out the Treasury Management activity undertaken in the first half of the financial year 2013/14 in compliance with the CIPFA Code of Practice. The report includes Debt and Investment activity, Prudential Indicator monitoring, changes in Strategy, and forecast interest receivable and payable for the financial year.

The Cabinet is RECOMMENDED to note the report, and to RECOMMEND Council to note the Council's Mid-Term Treasury Management Review 2013/14.

9. Final Decision on Expansion of Queensway Primary School to 2 Forms of Entry (2fe) (Pages 79 - 102)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2013/116

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445

Report by Director for Children's Services (**CA9**).

The proposal is to increase the formal published admission number from 30 to 60 children at Queensway Primary School in Banbury, on a permanent basis from September 2014. This will eventually increase the school's total capacity from its current 277 places in Years R - Y6 to a maximum of 420.

Additional classroom and supporting spaces will need to be created at the school to accommodate a permanent increase in pupil numbers, although as the school was originally built to be 2 form entry this is not necessarily required to immediately be new build.

The school has worked with the county council in admitting 60 pupils per year for the last two years as "bulge" classes, accommodating the additional children in existing permanent spaces with minimal internal remodelling required. The expectation is that more of the school's space can be brought back in to use as classrooms for at least another year. In the longer term new build may be required and will be the subject of an option appraisal, which would examine the whole site for options and would go through the planning permission process in the usual way.

A final decision on the permanent expansion of the school is now sought.

The Cabinet is RECOMMENDED to approve the permanent expansion of Queensway Primary School with effect from 1 September 2014.

10. Staffing Report - Quarter 2 - 2013 (Pages 103 - 110)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2013/095

Contact: Sue Corrigan, Strategic HR Manager Tel: (01865) 810280

Report by Head of Human Resources (**CA10**).

This report gives an update on staffing numbers and related activity during the period 1 July 2013 to 30 September 2013. It gives details of the agreed staffing numbers and establishment at 30 September 2013 in terms of Full Time Equivalents. These are also shown by directorate in Appendix 1. In addition, the report provides information on vacancies and the cost of posts being covered by agency staff. Appendix 2 shows a breakdown by service area of agency spend.

The Cabinet is RECOMMENDED to:

(a) note the report;

(b) confirm that the Staffing Report meets the Cabinet's requirements in reporting and managing staffing numbers.

11. **Oxfordshire Local Aggregate Assessment 2013** (Pages 111 - 118)

Cabinet Member: Environment

Forward Plan Ref: 2013/131

Contact: Peter Day, Minerals & Waste Policy Team Leader Tel: (01865) 815544

Report by Deputy Director for Environment & Economy – Strategy & Infrastructure Planning (**CA11**).

The County Council has a statutory duty to prepare a new Oxfordshire Minerals and Waste Plan, to provide an effective planning strategy and policies for the supply of minerals and management of waste in the county, consistent with environmental, social and economic needs. The programme for preparing the plan is the subject of a separate report to this meeting.

The Cabinet is RECOMMENDED to

- (a) approve the 10 year average sales figures set out in the table in paragraph 19 of the report as the provision figures in the Oxfordshire Local Aggregate Assessment 2013, for use as the basis for provision for mineral working in the consultation draft Minerals and Waste Local Plan and for calculating the Oxfordshire landbank;***
- (b) authorise the Deputy Director for Environment & Economy (Strategy & Infrastructure Planning) in consultation with the Cabinet Member for Environment to finalise the Oxfordshire Local Aggregate Assessment 2013 for publication.***

12. **Oxfordshire Minerals and Waste Development Scheme 2013** (Pages 119 - 152)

Cabinet Member: Environment

Forward Plan Ref: 2013/130

Contact: Peter Day, Minerals & Waste Policy Team Leader Tel: (01865) 815544

Report by Deputy Director for Environment & Economy – Strategy & Infrastructure Planning (**CA12**).

The County Council is preparing a new Oxfordshire Minerals and Waste Local Plan. The Oxfordshire Minerals and Waste Development Scheme sets out the programme for the production of this plan and the planning policy documents (local development documents) that will make up the plan.

Cabinet is RECOMMENDED to

- (a) approve the Oxfordshire Minerals and Waste Development Scheme (Fifth Revision) 2013 at Annex 1, subject to final detailed amendment and editing, to have effect from 10 December 2013;***
- (b) authorise the Deputy Director for Environment & Economy (Strategy &***

Infrastructure Planning) to:

- (i) **carry out final detailed amendment and editing of the Oxfordshire Minerals and Waste Development Scheme, in consultation with the Cabinet Member for Environment;**
- (ii) **take the necessary steps to bring the revised Scheme into effect from 10 December 2013 and publish the revised Scheme, in accordance with Sections 15 and 16 of the Planning and Compulsory Purchase Act 2004 (as amended).**

13. Forward Plan and Future Business (Pages 153 - 154)

Cabinet Member: All

Contact Officer: Sue Whitehead, Committee Services Manager (01865 810262)

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 **CA13**. 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.

14. Exempt Item

Item 15

It is RECOMMENDED that the public be excluded for the duration of item 15 in the Agenda since it is likely that if they were present during those items there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified in relation to the respective items in the Agenda and since it is considered that, in all the circumstances of each case, the public interest in exemption outweighs the public interest in disclosing the information.

THE REPORT TO THE ITEM NAMED HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS ‘CONFIDENTIAL’ BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

THIS IS FOR REASONS OF COMMERCIAL SENSITIVITY AND THE FINANCIAL RISK TO THE COUNCIL IF THE CONTENTS ARE DISCLOSED.

THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH

OTHERS AND NO COPIES SHOULD BE MADE.

15. Dix Pit Contract Variation (Pages 155 - 160)

Cabinet Member: Environment

Forward Plan Ref: 2013/171

Contact: Andrew Pau, Strategic Manager, Waste & Transport Tel: (01865) 815867

Report by Director for Environment & Economy (**CA15**).

Oxfordshire County Council has a contract with FCC Environment Ltd (FCC) for the disposal of municipal waste at Dix Pit landfill site near Stanton Harcourt. The contract also provides for the operation of the Dix Pit household waste recycling centre. From summer/autumn 2014 residual waste will be sent to the energy from waste facility at Ardley for treatment and therefore use of the landfill site under this contract will end.

Discussions have taken place with FCC to determine the appropriate cost of closing the landfill and to reach an agreement to vary the contract to achieve this whilst securing the on-going provision of the household waste recycling centre.

The report seeks approval for the settlement agreement reached in principle with FCC and for delegated authority for the Director for Environment and Economy, in consultation with the Cabinet Member for Environment, to finalise the agreement and sign the contract variation.

The information contained in the report and annexes is exempt in that it falls within the following prescribed category:

3 – information relating to the financial or business affairs of any particular person (including the authority holding that information)

It is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would distort the proper process of free negotiations between the authority with another party for the purposes described and would prejudice the position of the authority in those negotiations and other negotiations of a similar nature in future.
