



To: **Members of the Cabinet**

## ***Notice of a Meeting of the Cabinet***

**Tuesday, 18 March 2014 at 2.00 pm**

**County Hall, Oxford, OX1 1ND**

*Joanna Simons*

Joanna Simons  
Chief Executive

March 2014

Contact Officer: **Sue Whitehead**  
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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 &amp; Customer Services</i>
Melinda Tilley	<i>Cabinet Member for Children, Education &amp; Families</i>
Lorraine Lindsay-Gale	<i>Cabinet Member for Cultural &amp; 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 &amp; the Voluntary Sector</i>

*The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 26 March 2014 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: 15 April 2014*

## 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](mailto: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 - 6)

To approve the minutes of the meeting held on 25 February 2014 (**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. Oxfordshire County Council Corporate Plan - 2014/15 - 2017/18 (Pages 7 - 48)

*Cabinet Member:* Policy Co-ordination

*Forward Plan Ref:* 2013/127

*Contact:* Maggie Scott, Head of Policy Tel: (01865) 816081

Report by Head of Policy (**CA6**).

This report and its Annexes provide Cabinet with a draft of the Corporate Plan for

2014/5-2017/18 (Annex 1) and the proposed Indicators of Corporate Performance for 2014/15 (Annex 2) in advance of consideration by Council.

**The Cabinet is RECOMMENDED to:**

- (a) **note the proposed Indicators of Corporate Performance, and;**
- (b) approve the draft Corporate Plan before it is taken to Council on 01 April 2014.

## **7. Local Transport Plan: Update (Pages 49 - 102)**

*Cabinet Member:* Environment

*Forward Plan Ref:* 2013/019

*Contact:* Tom Flanagan, Service Manager - Planning & Transport Policy Tel: (01865) 815691

Report by Director for Environment & Economy (**CA7**).

The Local Transport Plan 3 (2011-2030) was adopted by the County Council in 2011 as a 20-year strategy for Oxfordshire's transport system. Having an adopted Local Transport Plan and keeping it under review, is a statutory requirement on the county council, as set out in the 2000 Transport Act as amended by the 2008 Local Transport Act. It provides the framework for the county council's transport input into the Local Development Plan process and supports our ability to secure key infrastructure projects. It underpins our capital delivery programme, and the way in which we deliver our services. Owing to the long-term nature of the Plan it was agreed as part of the approval process that it would be regularly reviewed in order to keep it up to date and relevant. Five of the area strategies within the LTP3's implementation plan have been updated: these are for Banbury, Bicester, Carterton, Science Vale and Witney, covering the parts of the county likely to experience significant growth to 2030. The area strategy for Oxford is also currently undergoing review. The updates have been necessary to bring the proposed transport improvements in each area into line with Local Plans, thereby supporting our approach to securing funding for key infrastructure required to support planned growth. The proposed changes are in line with the overarching objectives and policies of LTP3.

***Cabinet is RECOMMENDED to approve the removal of the existing area strategies for Banbury, Bicester, Carterton, Science Vale and Witney from LTP3 and their replacement with the updated strategies in Annexes 1 to 5 of this report.***

## **8. Oxfordshire Strategic Economic Plan (Pages 103 - 128)**

*Cabinet Member:* Leader

*Forward Plan Ref:* 2013/182

*Contact:* Richard Byard, Service Manager – Economy Skills

Report by Interim Director for Strategy and Infrastructure Planning (**CA8**).

The purpose of the report is to provide an update on the Oxfordshire Strategic Economic Plan (SEP).

Local Enterprise Partnerships were invited to prepare Strategic Economic Plans that set out the vision and ambitions for economic growth in their areas. The strength of our SEP will determine the level of investment we will secure from the competitive £2 billion annual Local Growth Fund (LGF). Scale, ambition and deliverability are key assessment criteria - our project priorities are currently being finalised in parallel against these criteria.

Development of the Strategic Economic Plan has been a fast moving iterative process following the signing of the City Deal on the 30th January. A near to final draft document (100+ pages) has now been prepared and forms the basis of the summary attached. This draft has been discussed at Chief Executives, Leaders, LEP Board and Strategic Economic Plan Steering Board meetings prior to Cabinet.

Cabinet's approval is sought to ensure the SEP aligns to and delivers against corporate priorities, prior to the SEP's submission to Government by 31 March 2014.

The SEP executive summary which captures the key themes, geographical focus and governance of the SEP accompanies the report.

***The Cabinet is RECOMMENDED to:***

- (a) agree the appended Strategic Economic Plan Executive Summary which captures the key themes, geographical focus and governance of the strategy;***
- (b) request that the Council Leader should be authorised to approve any further amendments and approve the final Strategic Economic Plan that will be submitted to government on 31 March 2014.***

## **9. Travel Plans (Pages 129 - 200)**

*Cabinet Member:* Environment

*Forward Plan Ref:* 2014/011

*Contact:* Joy White, Senior Transport Planner Tel: (01865) 815882

Report by Director for Environment & Economy (**CA9**).

Travel Plans are long-term management strategies for sites, which seek to ensure that travel associated with them is sustainable. As part of the development control process, they have an important part in wider strategy to reduce the proportion of journeys made by private car, which is vital in order for networks to cope with increasing travel demand and thus to facilitate economic and housing growth. In accordance with national planning policy and local plans, Oxfordshire County Council requests travel plans from developers for sites which are expected to generate significant amounts of movement. Developers frequently ask for advice on preparing and implementing travel plans, and a standard guidance document has been developed in draft to ensure consistency and efficiency. As there is effort involved in implementing travel plans, they are likely to be ineffective in achieving their targets unless they are monitored. Councils are permitted to charge fees to cover the costs of monitoring, and the draft Guidance sets out our

proposed monitoring fees, as well as clarifying the types of development for which we will request a travel plan. Formalising and publishing the guidance and our fees will make our approach clear to developers and the public, and help to ensure that staffing costs can be covered.

**Cabinet is RECOMMENDED to:**

- (a) approve the Transport Assessments & Travel Plans Guidance Document and monitoring fee charging schedule (Annex 1) for publication; and**
- (b) approve the charging of fees to cover staff costs for other non-statutory Travel Plan related services on an hourly basis by agreement.**

## **10. Better Care Fund (Pages 201 - 234)**

*Cabinet Member:* Adult Social Care

*Forward Plan Ref:* 2014/012

*Contact:* Ben Threadgold, Strategy Performance Manager Tel: (01865) 328219

Report by Director for Social & Community Services (**CA10**).

The purpose of the report is to seek agreement on the proposed use of the Better Care Fund in Oxfordshire, prior to submission to NHS England (as an integral part of the Oxfordshire Clinical Commissioning Group's Strategic and Operational Plans) by 4 April 2014. The plan has already been discussed by the Health and Wellbeing Board on 13 March 2014, and will also be discussed by the Oxfordshire Clinical Commissioning Group on 27 March 2014.

The Better Care Fund will total approximately £37 million in Oxfordshire from 2015/16 onwards, and is not new money as it will be reallocated from within the health and social care system. However, a significant proportion may be newly accessible to adult social care, and can be used to protect services where it can also be demonstrated that there are benefits to health.

## **11. Carterton Community College Extension of Upper Age Limit to Establish Post-16 Education (Pages 235 - 246)**

*Cabinet Member:* Children, Education & Families

*Forward Plan Ref:* 2013/178

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

Report by Director for Children's Services (**CA11**).

This report follows a public consultation run from 6 January 2014 - 17 February 2014, on a proposal by the Governing Body of Carterton Community College.

The governors wish to alter the upper age limit of the College in order to enable it to

offer post-16 education. The proposal is to implement the change from September 2014 and gradually increase the range of courses offered over a three-year period.

While under new School Organisation legislation there is no requirement for a public consultation before publication of proposals, the College has carried one out in order to gauge support for the proposal and to obtain a view on it from the county council.

Due to short timescales and meeting dates, this item is going before Cabinet rather than Cabinet Member for Children, Education & Families.

The College seeks a view on its proposal from the county council before deciding whether to proceed to publish proposals. If it does decide to publish, the final decision rests with the county council as the Local Authority.

***The Cabinet is RECOMMENDED to consider the proposal by Carterton Community College to alter its upper age limit in order to establish post-16 education, and give its view to the Governing Body.***

## **12. Forward Plan and Future Business (Pages 247 - 250)**

*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 **CA12**. 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.***

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