



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 19 July 2016 at 2.00 pm

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

Peter Clark
County Director

July 2016

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 Local Government, Business, ICT & Customer Services</i>
Melinda Tilley	<i>Cabinet Member for Children, Education & Families</i>
Lorraine Lindsay-Gale	<i>Cabinet Member for Property, Cultural & Community Services</i>
David Nimmo Smith	<i>Cabinet Member for Environment</i>
Lawrie Stratford	<i>Cabinet Member for Finance</i>
Hilary Hibbert-Biles	<i>Cabinet Member for Public Health</i>

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 27 July 2016 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: 20 September 2016

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 Glenn Watson on (01865) 815270 or glenn.watson@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 - 8)

To approve the minutes of the meeting held on 28 June 2016 (**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. Interim Report of Grant Thornton's Independent Review of Local Government Structures in Oxfordshire (Pages 9 - 12)

Cabinet Member: Local Government, Business, ICT & Customer Services

Forward Plan Ref: 2016/056

Contact: Amber Sparrowhawk, Senior Policy Officer Tel: (01865) 815212

Report by Chief Policy Officer (**CA6**).

In early May Oxfordshire County Council appointed Grant Thornton UK LLP to consider

how local government could be reorganised to reduce costs, improve service outcomes, support economic growth, enhance local engagement and empowerment, and provide strong and accountable leadership.

Grant Thornton will share an interim report with the county council for Cabinet's consideration, ahead of publication of a full report by the end of July 2016.

The Cabinet is RECOMMENDED to consider Grant Thornton's interim report and ask officers to:

- (a) draw up proposals for the optimum future structure of local government in Oxfordshire taking account of the full findings of the Grant Thornton study once received***
- (b) consult with county council members, residents of Oxfordshire and other key stakeholders to help shape the proposals; and***
- (c) thereafter prepare a bid to be reviewed by Cabinet later in 2016 in advance of submission to central government.***

7. Treasury Management 2015/16 Outturn (Pages 13 - 32)

Cabinet Member: Finance

Forward Plan Ref: 2016/019

Contact: Lewis Gosling, Financial Manager – Treasury Management Tel: (01865) 323988

Report by Chief Finance Officer (**CA7**).

The report sets out the Treasury Management activity undertaken in the financial year 2015/16 in compliance with the CIPFA Code of Practice. The report includes Debt and Investment activity, Prudential Indicator Outturn, Investment Strategy, and 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 Treasury Management Activity in 2015/16.

8. 2016/17 Financial Monitoring & Business Strategy Delivery Report - May 2016 (Pages 33 - 90)

Cabinet Member: Finance

Forward Plan Ref: 2016/018

Contact: Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring) Tel: (01865) 323975

Report by Chief Finance Officer (**CA8**).

This is the first financial monitoring report for 2016/17 and focuses on the delivery of the Directorate Business Strategies that were agreed as part of the Service and Resource Planning Process for 2016/17 – 2019/20. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of May 2016. Capital Programme monitoring and

update is included at Part 3.

The Cabinet is RECOMMENDED to:

- (a) note the report;**
- (b) approve the virement requests set out in Annex 2a;**
- (c) approve the virement requests set out in Annex 2f;**
- (d) approve the foster care loan write-off as set out in paragraph 41;**
- (e) note the Treasury Management lending list at Annex 3;**
- (f) approve the updated Capital Programme at Annex 8 and the associated changes to the programme in Annex 7c;**
- (g) approve the increase of £2.2m in the budget for the Great Western Park Primary School in Didcot;**
- (h) approve the contractual commitment for construction of the Access to Headington Project, with a total budget of £11.2m; and**
- (i) approve the contractual commitment for construction of the Harwell Link Road Project, with a total increased budget of £11.6m.**

9. Revised Medium Term Financial Plan 2017/18 - 2019/20 (Pages 91 - 126)

Cabinet Member: Finance

Forward Plan Ref: 2016/047

*Contact: Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring)
Tel: (01865) 323975*

Report by Chief Finance Officer (**CA9**).

The Medium Term Financial Plan (MTFP) agreed by Council in February 2016 included a requirement for further savings for which proposals had not been identified of £10.4m in 2017/18 and £6.2m in 2018/19. A surplus position of £1.3m was included for 2019/20. Over the medium term to 2019/20 a total of £15.3m additional savings are required.

Given the need to make significant additional savings only became apparent following the publication of the Draft Local Government Finance Settlement late in December 2015 due to a change in the distribution of Revenue Support Grant, it would not have been prudent to propose further significant savings without proper financial planning and consultation. Therefore, recommendations for meeting the £15.3m further savings were proposed to be brought forward as part of a revised MTFP for 2017/18 – 2019/20 to Cabinet and then Council for approval before the autumn of 2016.

The Cabinet is RECOMMENDED to RECOMMEND Council to approve:

- (a) the revised Medium Term Financial Plan for 2017/18 to 2019/20; and**
- (b) the four year Efficiency Plan for 2016/17 to 2019/20 including the Flexible Use of Capital Receipts strategy for 2016/17 for onward submission to the Department for Communities and Local Government.**

10. **Business Case for the Future of Hill End - Oxfordshire County Council and Oxford University** (Pages 127 - 136)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2016/028

Contact: Vikki Gledhill, Business Development Manager Tel: 07736 184311

Report by Director for Children's Services (**CA10**).

The report seeks confirmation that Oxfordshire County Council, in conjunction with Oxford University, will support proposals for new governance and management arrangements at Hill End.

The Cabinet is RECOMMENDED to:

- (a) Approve the business case for the proposal to establish a new charitable entity;***
- (b) Provide a mandate to work jointly with Oxford University to implement and progress the establishment of a new charitable company/entity for the governance and management of the Hill End; and***
- (c) Confirm that the council will support one-off set-up and transition costs and provide project management input which will be resourced from Hill End's ring-fenced business reserve.***

11. **Unaccompanied Asylum Seeking and Refugee Children - Transfer Scheme** (Pages 137 - 146)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2016/072

Contact: Delia Mann, Area Social Care Manager Tel 07824 498791

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

The crisis in Syria and events in the Middle East, North Africa and beyond has seen an unprecedented number of migrants and asylum seekers arriving in Europe.

The Home Office and other central Government Departments have recently sought agreement with local authorities and others to agree a voluntary approach to sharing UASC more equally across the UK. If a voluntary approach fails, Government has under recent legislation and regulations given itself powers to force councils to accept UASC.

The Government is committed to a transfer scheme operating from 1 July 2016. South East county and unitary councils – along with councils in other parts of the country – are being asked to indicate how many UASC they could accept. No authority will be expected to take more than 0.07% of their existing child population.

There has for some time been increasing concern from local authorities that the government grant allocation fall far short of the actual cost of accommodating these children

A decision is needed as to whether or not Oxfordshire County Council will commit to the new Government scheme.

The Cabinet is RECOMMENDED to give consideration to the Government proposal regarding the redistribution of UASC and recommend an approach.

12. Draft Action Plan in Response to Joint Targeted Area Inspection (JTAI) (Pages 147 - 160)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2016/052

Contact: Hannah Farncombe, Deputy Director – Corporate Parenting & Safeguarding
Tel: (01865) 815273

Report by Director for Children's Services (**CA12**).

In early March Ofsted, The Care Quality Commission, HMI Constabulary and HMI Probation undertook a joint inspection of the multi-agency response to child sexual exploitation, children missing from home, care or education and the front door to children's social care. This resulted in the publication of a detailed letter outlining the findings of the effectiveness of partnership working and the working of individual agencies in Oxfordshire.

The Director of Children's Services is required to submit a written statement of action to Ofsted by 15 August 2016, which will be accompanied by the detailed action plan that addresses the areas for improvement identified by the JTAI.

Cabinet is RECOMMENDED to approve in principle the attached Written Statement of Action and Action Plan (Annexes 1&2) prior to submission to Ofsted by 15th August 2016.

13. Shortform Section 278 Highways Act 1980 (Pages 161 - 166)

Cabinet Member: Environment

Forward Plan Ref: 2016/054

Contact: Owen Jenkins, Service Manager for Highways, Transport and Waste Tel: (01865) 323304

Report by Deputy Director for Environment & Economy – Commercial & Delivery (**CA13**).

This report presents the proposed approach for enabling small scale infrastructure to be built on the highway, associated with schemes supported by Town and Parish Councils and in certain circumstances where these small scale works are required by developers.

The Cabinet is RECOMMENDED to:

(a) approve the proposed approach and relevant short form conditions for

Town and Parish Councils and developers; and

(b) approve the revised standard conditions.

14. Business Management & Monitoring Report for Quarter 4 - 2015/16
(Pages 167 - 182)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2016/020

Contact: Ian Dyson, Chief Internal Auditor Tel: (01865) 323875

Report by Assistant Finance Office (Assurance) (**CA14**).

This paper provides details of performance for quarter four (2015-16) for the Cabinet to consider. The report is required so that the Cabinet can monitor the performance of the Council in key service areas and be assured that progress is being made to improve areas where performance is below the expected level.

Cabinet is RECOMMENDED to note and discuss the performance reported in the dashboards.

15. Delegated Powers - July 2016

Cabinet Member: Leader

Forward Plan Ref: 2016/021

Contact: Sue Whitehead, Principal Committee Officer Tel: (01865 810262

To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for scrutiny call in.

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
2 June 2016	Exemption from Contract Procedure Rules- 130 West Street, Henley-on-Thames	To approve an exemption from tendering with the Council's Contract Procedure Rules to allow the Council to lease the property at 130 West Street, Henley-on-Thames for use as a 2 bedroom supported living service for learning disability tenants with Acre	To allow the Council to take advantage of the opportunity provided to achieve economies of scale and to resolve logistical issues relating to 130.

		Housing as the housing provider.	
16 June 2016	Exemption from Contract Procedure Rules – Real Time Passenger Information – Display Estate	To approve an exemption from tendering with the Council’s Contract Procedure Rules to allow the Council to award an interim six month contract for real time passenger information – display estate to Cloud Amber Ltd. at a cost of £98,550.	To ensure the provision of services over the period of the contract to allow a full procurement process to take place.

16. Forward Plan and Future Business (Pages 183 - 184)

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 **CA16**. 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.