



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 20 March 2018 at 2.00 pm

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

Peter Clark
Chief Executive

March 2018

Committee Officer: **Sue Whitehead**
Tel: 07393 001213; E-Mail: sue.whitehead@oxfordshire.gov.uk

Membership

Councillors

Ian Hudspeth	Leader of the Council
Mrs Judith Heathcoat	Deputy Leader
Lawrie Stratford	Cabinet Member for Adult Social Care
Steve Harrod	Cabinet Member for Children & Family Services
Lorraine Lindsay-Gale	Cabinet Member for Property & Cultural Services
Yvonne Constance OBE	Cabinet Member for Environment
David Bartholomew	Cabinet Member for Finance
Hilary Hibbert-Biles	Cabinet Member for Public Health & Education
Mark Gray	Cabinet Member for Local Communities

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Tuesday 27 March 2018 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 April 2018

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 **07776 997946** 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 - 12)

To approve the minutes of the meeting held on 27 February 2018 (**CA3**) and to receive information arising from them.

ERRATUM

The resolution to Minute 17/18 was omitted in error from the minutes of the meeting held on 12 February 2018. The resolution was included in the signed minutes and the corrected minutes are included here for completeness.

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. 2017/18 Financial Monitoring & Business Strategy Delivery Report - January 2018 (Pages 13 - 44)

Cabinet Member: Finance

Forward Plan Ref: 2017/137

Contact: Katy Jurczynszyn, Strategic Finance Manager, (Finance, Strategy and Monitoring) Tel: 07584 909518

Report by Director of Finance (**CA6**).

The report is the last financial monitoring report for 2017/18 and focuses on the delivery of the 2017/18 budget based on projections at the end of January 2018. Parts 1 and 2 include projections for revenue, reserves and balances. Capital Programme monitoring 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) note the Virements set out in Annex 2b;**
- (d) approve the bad debt write offs set out in paragraphs 48 and 49;**
- (e) note the Treasury Management lending list at Annex 3;**
- (f) approve the changes to the capital programme in Annex 6c;**
- (g) approve the inclusion of £0.825m towards additional pupil places at King Alfred's School as set out in paragraph 60.**

7. Transition Fund for Community Initiatives for Open Access Children's Services - Round 6 (Pages 45 - 60)

Cabinet Member: Local Communities

Forward Plan Ref: 2017/150

Contact: Sarah Jelley, Senior Policy & Performance Officer Tel: 07554 103437

Report by Assistant Chief Executive (**CA7**).

In February 2016 the council agreed to set aside £1m for creating a 'one off' fund to provide pump priming to support the provision of open access children's services.

In September 2017 Cabinet agreed the proposed use of the underspend of £232,674 for further rounds of grant funding and a cross party group of councillors bringing proposals back to Cabinet for decision.

The working group have considered the applications under the sixth round of bids against the criteria outlined in the guidance notes with recommendations to cabinet.

The Cabinet is RECOMMENDED to approve for funding the following bids:

- a. Bampton Baby & Toddler Group**
- b. Dovecote Voluntary Parent Committee**

8. Area Highway Operations in the City Council Authority Boundary - Agency Agreement (Pages 61 - 66)

Cabinet Member: Environment

Forward Plan Ref: 2017/134

Contact: Hugh Potter, Area Stewardship Hub Team Leader Tel: 07766 998704

Report by Director for Infrastructure Delivery (**CA8**).

The report seeks approval to enter into an Agency Agreement with Oxford City Council to enable them to undertake, and be responsible for, the routine and reactive maintenance of and undertake minor schemes on all classified urban roads within the City boundary, including trees and public rights of way.

The Cabinet is RECOMMENDED to:

- (a) Approve in principle the Agency Agreement with Oxford City Council for highway maintenance on the classified road network in Oxford subject to the proposed review and monitoring as set out in the report; and**
- (b) Delegate authority to the Director for Infrastructure Delivery and the Director for Law & Governance in consultation with the Cabinet Member for Environment to give final approval to the Agency Agreement.**

9. Proposals for the Creation of a Major Road Network - Consultation (Pages 67 - 74)

Cabinet Member: Environment

Forward Plan Ref: 2018/016

Contact: John Disley, Policy Strategy Manager Tel: 07767 006742

Report by Strategic Director for Communities (**CA9**).

At the end of 2017, the Department for Transport published consultation proposals for the Creation of a Major Road Network (MRN) for England. A link to the consultation document is included in the report.

The proposed MRN would complement the existing Strategic Road Network (SRN, which in Oxfordshire comprises the M40 and A34), with a similar approach to be taken to funding and programming upgrades/improvements to the major roads proposed to be included. Unlike the SRN, the management and control of the MRN would remain with the County Council.

The consultation is seeking views on three main areas: how to define the Major Road

Network; the investment planning process, and eligibility and assessment criteria. The purpose of this report is to set out what is proposed, and identify what the main considerations and issues are for Oxfordshire, both in terms of an overall strategic view and for each of these three areas. A proposed response to the consultation questions is included as an annex to the report.

The Cabinet is RECOMMENDED to agree the proposed responses to the consultation questions, set out in annex 1 to this report.

10. Business Management & Monitoring report for Quarter 3 - 2017/18 - March 2018 (Pages 75 - 88)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2017/136

Contact: Ian Dyson, Assistant Chief Finance Officer (Assurance) Tel: 07393 001250

Report by Director of Finance (**CA10**).

The report provides details of performance for quarter three 2017-18 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 the performance reported.

11. Forward Plan and Future Business (Pages 89 - 92)

Cabinet Member: All

Contact Officer: Sue Whitehead, Committee Services Manager Tel: 07393 001213

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 **CA**. 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.
