



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 16 July 2019 at 2.00 pm

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

Yvonne Rees
Chief Executive

July 2019

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 & Public Health
Ian Corkin	Cabinet Member for Cherwell Partnership
Steve Harrod	Cabinet Member for Children & Family Services
Lorraine Lindsay-Gale	Cabinet Member for Education & Cultural Services
Yvonne Constance OBE	Cabinet Member for Environment
David Bartholomew	Cabinet Member for Finance
Mark Gray	Cabinet Member for Local Communities
Eddie Reeves	Cabinet Member for Transformation

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 24 July 2019 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 September 2019

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

To approve the minutes of the meeting held on 18 June 2019 (**CA3 (to be circulated separately)**) 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. Business Management & Monitoring Report - May 2019 (Pages 1 - 48)

Cabinet Member: Deputy Leader of the Council and Cabinet Member for Finance
Forward Plan Ref: 2019/024

Contact: Steven Fairhurst Jones, Corporate Performance & Risk Manager Tel: 07932 318890/Katy Jurczynszyn, Finance Manager (Finance, Strategy and Monitoring) Tel: 07584 909518

Report by Assistant Chief Executive and Director of Finance (**CA6**).

This report sets out Oxfordshire County Council's progress towards Corporate Plan priorities and provides an update on the delivery of the Medium Term Financial Plan at the end of May 2019.

The Cabinet is RECOMMENDED to:

- (a) note the contents of this report;***
- (b) approve the virements set out in Annex D – 2a, and note the virements set out in Annex D – 2b.***

7. Capital Programme Monitoring Report - May 2019 (Pages 49 - 84)

Cabinet Member: Finance

Forward Plan Ref: 2019/015

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

Tel: 07584 909518

Report by Director of Finance (**CA7**).

The report is the first capital programme update and monitoring report for the year and focuses on the delivery of the 2019/20 capital programme based on projections at the end of May 2019 and new inclusions within the overall ten-year capital programme.

The Cabinet is RECOMMENDED to:

- (a) approve the updated Capital Programme at Annex 2 and the associated changes to the programme in Annex 1c;***
- (b) approve the basic need programme up to September 2020 set out in Annex 3;***
- (c) approve the School Structural Maintenance Programme for 2019/20 set out in Annex 4;***
- (d) approve the revised budget provision of £12.750m for the replacement and expansion of Northfield School project, an increase of £3.250m;***
- (e) agree the inclusion of the Watlington Relief Road project in the Capital programme with a budget of £12.508m and release of £0.250m for project development;***
- (f) approve the revised budget provision of £16.6m for the Eastern Arc, Access to Headington scheme, an increase of £1.96m; and***
- (g) note the approvals made under delegated authority of the Leader of the Council for:***
 - i. the revised budget provision of £9.015m towards the Barton Park new primary School, an increase of £1.8m,***
 - ii. release of £1.8m budget provision towards the replacement of the Data Centre Infrastructure.***

8. Treasury Management 2018/19 Outturn (Pages 85 - 102)

Cabinet Member: Finance

Forward Plan Ref: 2019/014

Contact: Donna Ross, Strategic Finance Manager Tel: 01865 816343

Report by Director of Finance (**CA8**).

The Chartered Institute of Public Finance and Accountancy's (CIPFA's) 'Code of Practice on Treasury Management (Revised) 2009' requires that the Council and Audit & Governance Committee receives an updated report on Treasury Management activities at least twice per year. This report is the second report for the financial year 2018/19 and sets out the position as at 31 March 2019. The report will be also considered by Audit and Governance committee on 17 July.

Cabinet is RECOMMENDED to note the report, and to RECOMMEND Council to note the Council's Treasury Management Activity in 2018/19.

9. Investment Strategy (Pages 103 - 120)

Cabinet Member: Transformation

Forward Plan Ref: 2019/091

Contact: Andrew Fairweather, Asset & Investment Team Manager Tel: 07825 790242

Report by Strategic Director for Communities and Director of Finance (**CA9**).

This report is a covering paper to support the draft Investment Strategy. In line with revised statutory guidance (April 2018) the Council is formally required to have a Capital and Investment Strategy in place. This draft Investment Strategy (which would form a sub-section of the Capital & Investment Strategy) sets out a new investment framework, under which the Council can undertake investments.

Cabinet are asked to provide feedback on the draft strategy and are RECOMMENDED to endorse the draft strategy ahead of final consideration by Council in September 2019 (subject to any necessary amendments made).

10. EXEMPT ITEM

In the event that any Member or Officer wishes to discuss the information set out in Annex 1 and 2 to Item 11, the Cabinet will be invited to resolve to exclude the public for the consideration of those Annexes by passing a resolution in relation to that item in the following terms:

"that the public be excluded during the consideration of the Annexes since it is likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda".

NOTE: The report does not contain exempt information and is available to the public. The exempt information is contained in the confidential annexes.

THE ANNEXES TO THE ITEM NAMED HAVE NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH OTHERS AND NO COPIES SHOULD BE MADE.

11. SEND Home to School Transport Cabinet Advisory Group (Pages 121 - 140)

Cabinet Members: Education & Cultural Services

Forward Plan Ref: 2019/050

Contact: Chris Hilliard, Consultant Deputy Director for Education Tel: 07881 518322

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

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

- 2. Information which is likely to reveal the identity of an individual.*
- 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).*

and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that disclosure would infringe the rights of the individual to privacy

Report from the SEND Home to School Transport Cabinet Advisory Group formed to consider the proposed changes to post-16 SEND home to school transport policies considered by Cabinet in June and July 2018 and Performance Scrutiny on the 5 July 2018.

The Cabinet is RECOMMENDED to note the recommendations of the Cabinet Advisory Group (CAG) and to identify those recommendations it wishes to adopt, reject, or postpone pending further consideration.

12. Bus Access to Queen Street, Oxford (Pages 141 - 146)

Cabinet Member: Environment

Forward Plan Ref: 2019/070

Contact: Craig Rossington, Senior Transport Planner Tel: 07880 945891

Report by Strategic Director for Communities (**CA12**).

In the light of the monitoring of the operation of Queen Street since the reopening of the Westgate, it is not recommended to progress a scheme to remove any more buses from Queen Street due to the:

- challenges in delivering suitable alternative bus routeing and associated likely negative impacts on bus operation, passenger experience and the environment of other streets
- lack of any recorded accidents in Queen Street and
- very low likelihood that the remaining buses in Queen Street prevent Westgate

visitors from continuing their journeys into the rest of the city centre

The situation in Queen Street should continue to be monitored so that any clear changes in the levels of pedestrian safety are identified and action taken if necessary – the council's position in relation to the removal of buses can of course be revisited at any time.

The Cabinet is RECOMMENDED to allow up to 30 buses an hour to continue to use Queen Street and therefore agree that in updating the Oxford Transport Strategy as part of developing the Council's new Local Transport & Connectivity Plan (LTP5), the county council's policy is proposed to be changed so that, subject to the outcome of the LTP update process, it will not be actively pursuing the full pedestrianisation of Queen Street.

13. Family Safeguarding Plus Social Care Model (Pages 147 - 162)

Cabinet Member: Children & Family Services

Forward Plan Ref: 2019/071

Contact: Vince Clark, Interim Service Improvement Lead Tel: 07586 478703

Report by Director for Children's Services (**CA13**).

The report describes the Family Safeguarding Plus (FSP) model and sets out a business case supporting implementation in Oxfordshire. This includes examination of the key features and benefits of the model alongside the costs of implementing it. It also explores how FSP will contribute to the wider transformation of children's services.

Cabinet is RECOMMENDED to support the implementation of the Family Safeguarding Plus (FSP) model as part of Children's Service transformation programme; and in doing so:

- (a) approve additional funding to meet project costs in 2019/20 of £0.8m to be met from corporate contingency***
- (b) agree that funding required for 2020/21 and beyond will be included in the proposed Budget for 2020/21 and Medium Term Financial Plan (MTFP) as part of the Service & Resource Planning process;***
- (c) acknowledge that there will be a shortfall in savings against the MTFP that will be achieved in 2019/20 of £0.8m and to fund this from corporate contingency***
- (d) that the profile of savings in the existing MTFP for 2020/21 and beyond will need to be amended in the proposed Budget for 2020/21 and Medium Term Financial Plan (MTFP) as part of the Service & Resource Planning process.***

14. Strategy & Plans to Re-Design Oxfordshire's Fostering 'Offer' to become the 'Provider of Choice' (Pages 163 - 172)

Cabinet Member: Education & Cultural Services

Forward Plan Ref: 2019/064

Contact: Lara Patel, Deputy Director – Safeguarding Tel: (01865) 815850

Report by Director for Children's Services (**CA14**).

In Oxfordshire, there has been a 90% increase in Looked After Children since 2013. This has resulted in contributed to an increased number of children being placed out of county in Independent Foster Placements. Children and young people achieve better outcomes when living closer to their parents, family and friends. It should also be noted that placements out of county in Independent Foster Placements (IFAs) also cost the council significantly more than in-house provision due to the fees paid to agencies. OCC require has therefore developed a refreshed strategy and plan to stem the increased number of out of county placements and to meet the increased demand on services that has been realised over the past 5 years.

Following extensive research from national fora, co-production with foster carers and validation with other 'Good' local authorities, our new strategy and plan has been developed to ensure Oxfordshire County Council become the fostering provider of choice for new and existing foster carers in order to improve outcomes for our Looked After Children. The plan to do this is detailed under Option 3 (Section 5.3).

The Cabinet is RECOMMENDED to support the Outlined Strategy and service improvement plan at Option 3 of the report; and in doing so:

- (a) agree that £1.0m of ongoing funding required for 2020/21 and beyond will be included in the proposed Budget for 2020/21 and Medium-Term Financial Plan (MTFP) as part of the Service & Resource Planning process;***
- (b) agree that the profile of savings in the existing MTFP for 2020/21 and beyond will need to be amended in the proposed Budget for 2020/21 and Medium-Term Financial Plan (MTFP) as part of the Service & Resource Planning process.***

15. **Joint Housing & Homelessness Strategy for Vulnerable Young People & Families and Re-Commissioning the Young People's Supported Housing Pathway**

Cabinet Member: Children & Family Services

Forward Plan Ref: 2019/084

Contact: Sarah Breton, Head of Children's Commissioning Markets Tel: (01865) 323554

Reports by Director of Children's Services

(a) Joint Housing & Homelessness Strategy for Vulnerable Young People & Families_(Pages 173 - 238)

The report seeks approval to adopt the Joint Housing and Homelessness Strategy for Vulnerable Young People and Families for the following reasons:

1. There is common agreement that safe and suitable housing is a basic human right for children, young people and families. Conversely transient lifestyles and inappropriate housing have been identified as one of the risk factors on the pathway to harm.

2. The needs analysis (Annex 1) on which the strategy is based, highlighted the need for adequate support and housing for vulnerable families and a variety of housing options for vulnerable young people, some of whom have complex needs or disabilities.

The strategy seeks to address these needs through a countywide programme involving early prevention work, partnership working, review and co-commissioning of the Young People's Supported Housing Pathway and support to landlords.

The Cabinet is RECOMMENDED to adopt the Joint Housing and Homelessness Strategy for Vulnerable Young People and Families

(b) Re-Commissioning the Young People's Supported Housing Pathway (Pages 239 - 242)

The report is to update members on the high-level outcomes of an extensive review of the current Young People's Supported Housing pathway (YPSHP) which has identified that services should work differently and in order to do this effectively, OCC will need to work in partnership with District Council and City Council colleagues to co-commission the pathway from 2020.

Cabinet is RECOMMENDED to support the recommissioning of Young People's Supported Housing Services through co-commissioning these services with District Councils, with the County Council as the lead commissioner.

16. Transition Fund for Open Access Children's Services: Underspend Bidding Round Recommendations (Pages 243 - 270)

Cabinet Member: Local Communities

Forward Plan Ref: 2019/092

Contact: Samantha Shepherd, Senior Policy Officer Tel: 07789 088173

Report by Policy & Performance Service Manager (**CA16**).

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

Following 7 bidding rounds, an outstanding sum of £218,889 was identified. A final bidding round invited those organisations previously in receipt of Transition funding to apply to the fund for schemes to support their long-term sustainability.

In this round 30 bids were submitted for consideration; a cross-party panel of councillors has assessed the applications against the criteria outlined in the guidance notes, and brought their recommendations to Cabinet for decision.

The Cabinet is RECOMMENDED to:

- (a) approve the recommendations of the cross-party panel for grant awards totalling £198,268.70 against a total available budget of £218,889 (see Appendix A for a summary of recommendations, and Annex 1 for the full rationale for panel decisions).***
- (b) approve the proposal of the panel to utilise the remaining £20,620.30 to provide a training and support package to all groups delivering open access children's services, which seeks to increase the long-term sustainability of these services.***
- (c) give delegated authority to the Policy & Performance Service Manager to agree training and support packages in consultation with the cross-party panel and Cabinet Member for Local Communities.***

17. Outcomes from the Review of the Innovation and Sustainability Grants (Pages 271 - 308)

Cabinet Member: Adult Social Care & Public Health

Forward Plan Ref: 2019/056

Contact: Rebecca Lanchbury, Commissioning Officer (Older People) Tel: 07584 481255

Report by Director for Adult Services (**CA17**).

This report relates to the Innovation & Sustainability Funds for Support; administered by Adult Social Care to support the development of daytime opportunities for adults in Oxfordshire. These funds help support people to live well at home and in their communities.

It was agreed at Cabinet on March 19, 2019, that a review of the Innovation and Sustainability Funds process and timeline for future grant funding takes place prior to re-opening, and that this should include some detailed recommendations.

The amounts available for the period of April 2020 to March 2021 are £100,000 for the Innovation Fund and £250,000 for the Sustainability Fund.

Both funds have increased in popularity and it was deemed an appropriate time to review the application forms, criteria and process to enable us to improve our offer and to meet increased demand.

The review included holding a listening workshop, an on-line survey, meeting with colleagues whom support the grant process from beginning to end and obtaining specific feedback from the first cohort of successful applicants to the Innovation Fund, for an update on their progress to date and future plans, as they near the end of their funding period.

The information gathered from the above activities has enabled us to make these recommendations, for final decision by Cabinet on July 16, 2019, which will shape and improve the grant applications, guidelines, and the award selection and decision-making processes.

Cabinet is RECOMMENDED to:

- (a) Approve the recommendations set out under 27 (a-h)***
- (b) Reallocate the remaining amount, as set out under 27 (h) to the next round of the Innovation Fund.***

18. Senior Joint Leadership Roles - Oxfordshire County Council and Cherwell District Council

Cabinet Member: Deputy Leader of the Council

Forward Plan Ref: 2019/099

Contact: Karen Edwards, Deputy Director – Human Resources Tel: 07825 521526

Report by Deputy Director – Human Resources (**CA18 (to be circulated separately)**).

To note the proposal to appoint two senior joint posts so as to facilitate further joint working with OCC and CDC and to ask the Joint Shared Service & Personnel Committee to convene as soon as practicable to proceed with the recruitment and appointment of the most suitable candidate.

19. Delegated Powers - July 2019

Cabinet Member: Leader

Forward Plan Ref: 2019/018

Contact: Sue Whitehead, Principal Committee Officer Tel: 07393 001213

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.

20. Forward Plan and Future Business (Pages 309 - 312)

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 **CA20**. 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.
