



To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 15 October 2019 at 2.00 pm

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

Yvonne Rees
Chief Executive

October 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 23 October 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: 19 November 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 17 September 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. Exempt Item

In the event that any Member or Officer wishes to discuss the information set out in Annexes to Item 7, 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 IS FOR REASONS OF COMMERCIAL SENSITIVITY.

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

7. Didcot Garden Town Housing Infrastructure Fund (HIF) Heads of Terms/Contract (Pages 1 - 46)

Cabinet Member: Leader of the Council

Forward Plan Ref: 2019/122

Contact: Aron Wisdom – Major Projects Development Lead Tel: 07776 244856

Report by Assistant Director – Planning & Place (**CA7**).

The information contained in the 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);*

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 undermine the process to the detriment of the Council's ability properly to discharge its fiduciary and other duties as a public authority.

Oxfordshire County Council has been successful in securing £218m of funding through the Housing Infrastructure Fund bid for four highway projects within the Didcot Garden Town area. Officers have negotiated a draft Heads of Terms which forms the basis of contract negotiations that, subject to satisfying pre-contract conditions, will release funding to Oxfordshire County Council. Officers are requesting approval to delegate authority to the Chief Executive, in consultation with the Leader of the Council and the Portfolio Holder for Environment, to conclude negotiations and approve the grant determination agreement (contract). Cabinet is also requested to approve the inclusion of all four projects into the Capital Programme with governance at appropriate board/programme level.

The Cabinet is RECOMMENDED to

- (a) ***Subject to the confirmation from Homes England that the contract pre-conditions relating to South Oxfordshire District Council's Local Plan have***

been met, authorise the Chief Executive, in consultation with the Leader of the Council and the Cabinet Member for Environment to:

- (i) approve any final detailed amendments of the drafted Heads of Terms.**
- (ii) approve the grant determination agreement.**
- (b) Subject to the satisfactory completion of recommendation (i.) approve the inclusion of all four projects into the Capital Programme and report the governance of these projects at a HIF1 programme level with an overall budget provision of £234m subject to the implementation of the grant determination agreement with Homes England.**
- (c) Note the draft Heads of Terms which form the basis for grant determination agreement between Homes England and Oxfordshire County Council for Didcot Garden Town Housing Infrastructure Fund Grant Award.**
- (d) Note the Assurance Framework which sets out the background to the Housing Infrastructure Funding process and establishes the approach to reporting and monitoring implementation**

8. HIF Marginal Viability (mv) funding Agreements Bicester & Wantage

Cabinet Member: Leader of the Council

Forward Plan Ref: 2019/167

Contact: Eric Owens, Assistant Director, Growth & Place Tel: 07799 097637

Reports by Director for Planning & Place (**CA8(a) and 8(b)**).

To seek approval for delegated authority for signing the HIPmv agreements to Director of Planning & Place in consultation with the Leader.

- (a) Marginal Viability HIF Funding Agreement & Implementation Agreements - NW Bicester_(Pages 47 - 54)**
 - 1 The Cabinet is RECOMMENDED, subject to the confirmation of Cherwell District Council's willingness to enter into a legal agreement for the recovery of funding, to authorise the Chief Executive in consultation with the Leader of the Council to:**
 - (a) approve any final detailed amendments of the drafted Funding Agreement.**
 - (b) approve the Funding Agreement.**
 - 2. Subject to 1, authorise delegation for the approval of the Implementation, Property, Maintenance and Access Agreements for the delivery of the rail bridges to the Director for Planning & Place in consultation with the Leader of the Council.**

3. ***Subject to 1, agree the inclusion of the funding of £6.7m into the Capital Programme for this project subject to the implementation of the funding agreement.***

(b) Marginal Viability HIF Funding - Wantage Eastern Link Road: Funding Agreement_(Pages 55 - 60)

1. ***The Cabinet is RECOMMENDED subject to the confirmation of Vale of White Horse District Council's nomination that Oxfordshire County Council act as receiving and accountable body for the Housing Infrastructure Funding Marginal Viability and, authorise the Chief Executive, in consultation with the Leader of the Council to:***

(a) approve any final detailed amendments to the draft Funding Agreement.

(b) approve and sign the Funding Agreement between Homes England and Oxfordshire County Council for HIF Funding Marginal Viability – Wantage Eastern Link Road.

2. ***Subject to 1, agree the inclusion of the funding of £1.951m into the Capital Programme for this project subject to the implementation of the funding agreement.***

9. Local Government Association Peer Review Report (Pages 61 - 92)

Cabinet Member: Leader

Forward Plan Ref: 2019/103

Contact: Robin Rogers, Strategy Manager Tel: 07789 923206

Report by Corporate Director Customer & Organisational Development (**CA9**).

During March 2019, the Council commissioned the Local Government Association (LGA) to carry out a Corporate Peer Challenge.

The feedback report from the LGA was received in July 2019. It was reported to the Performance Scrutiny Committee for comment in September. Cabinet is now asked to consider the report, accept the recommendations made, and agree that these should be incorporated into the council's business planning.

Cabinet is RECOMMENDED to:

- (a) Consider the LGA Corporate Peer Challenge Feedback Report (Annex 1)***
- (b) Accept the recommendations set out within the report***
- (c) Agree the proposals set out at paragraph 17 for incorporating the report's recommendations into corporate, business and transformation planning***

10. **England's Economic Heartland Outline Transport Strategy: Framework for Engagement (Pages 93 - 112)**

Cabinet Member: Environment

Forward Plan Ref: 2019/121

Contact: James Gagg, OxCam Corridor Co-ordinator Tel: 07776 997303

Report by Director for Planning & Place (**CA10**).

This report gives an update on development of a Transport Strategy for England's Economic Heartland (EEH), and specifically seeks Cabinet endorsement to the County Council consultation response to the Outline Transport Strategy: Framework for Engagement document.

The Outline Transport Strategy document marks the start of the process for development of a transport strategy for the EEH area, and includes a proposed vision, as well as chapters setting out proposed priority areas for improvements to connectivity. It is considered important as a core EEH partner that the County Council both responds to the current engagement exercise and continues to influence and input to development of the full transport strategy for the EEH area as it develops.

The Cabinet is RECOMMENDED to;

- (a) ***endorse the County Council response to England's Economic Heartland Outline Transport Strategy: Framework for Engagement document as included in Appendix 1, and;***
- (b) ***ask officers to continue to engage positively in development of the Transport Strategy, reporting back on progress to the Cabinet Member for Environment and Cabinet where relevant.***

11. **Oxfordshire Minerals and Waste Local Plan: Site Allocations - Consultation Draft Plan (Pages 113 - 166)**

Cabinet Member: Environment

Forward Plan Ref: 2018/102

Contact: Kevin Broughton, Principal Minerals Officer, Tel: 07979 704458

Report by Director for Planning & Place (**CA11**).

The Oxfordshire Minerals and Waste Local Plan: Part 1 – Core Strategy was adopted by the Council on 12 September 2017. The Core Strategy states that Part 2 of the Plan – Site Allocations will be prepared after the Core Strategy. A programme for the Site Allocations Plan is set out in the latest (ninth) revision of the Oxfordshire Minerals and Waste Development Scheme which was approved by the Cabinet on 22 January 2019. The target date for adoption of the Site Allocations Plan is November 2020.

Following public consultation on site options (Issues and Options consultation document), took place from 8 August to 3 October 2018, we appointed consultants Adams Hendry to undertake informed site assessments of all the nominated sites.

In regards the nominated waste site assessments, Adams Hendry drew conclusions and made a number of recommendations from which we have drawn the reasonable alternatives. In the case of the minerals sites, the assessments by Adams Hendry reached conclusions on each of the sites but did not undertake the comparisons and the recommendations as to which sites should be allocated in the Sites Plan.

Officers have now concluded the reasonable alternatives and the preferred options for the mineral sites. A summary of these findings with officer comments, are contained within Annex 1 and 2 of this report. The OCC officer comments are to be read as a whole in reaching a judgement as to the suitability for allocation. The views of The Minerals and Waste Cabinet Advisory Group (CAG) have also informed this report.

The next stage of the Plan preparation is consultation on the preferred sites and the reasonable alternatives. This report sets out the preferred sites and the other reasonable alternatives to form part of the draft minerals and waste local plan for further public consultation.

The Cabinet is RECOMMENDED to approve the inclusion of the preferred sites in the draft plan for consultation, and to delegate the final approval of the draft Plan for consultation to the Director of Planning & Place in consultation with the Cabinet Member for Environment.

Sharp Sand and Gravel

SG20b – Land between Eynsham and Cassington

SG42 – Nuneham Courtenay

Crushed Rock and Soft Sand

SS12 & CR12 – Land at Chinham Farm (Chinham Hill)

SS18 & CR22 – Hatford West Extension

Waste Sites

011 – Finmere Quarry, Finmere

026 – Whitehill Quarry, Burford

103 – Lakeside Industrial Estate, Standlake

229 – Shellingford Quarry, Shellingford / Stanford in the Vale

249B – High Cogges Farm, Witney

274 – Moorend Lane Farm, Thame

279 – Rear of Ford Dealership, Ryecote Lane

287 – Ardley Fields, Ardley

289 – Overthorpe Industrial Estate, Banbury”

12. Update on Buckinghamshire, Oxfordshire, Berkshire West (BOB) Integrated Care System - Process & Milestones (Pages 167 - 172)

Cabinet Member: Adult Social Care & Public Health

Forward Plan Ref: 2019/142

Contact: Stephen Chandler, Corporate Director for Adult Services Tel: 07768 000707

Report by Corporate Director for Adult Services (**CA12**).

The report is for information and discussion. It provides a description of how the future

Integrated Care System (ICS), which will cover Buckinghamshire, Oxfordshire & Berkshire West, will work. It highlights some of the potential benefits to being part of an ICS with examples of success from other areas.

It also provides a summary of the progress that has been made within Oxfordshire and the timelines associated with the Buckinghamshire, Oxfordshire & Berkshire West (BOB) Integrated Care System Long Term Plan submission.

Cabinet is RECOMMENDED to note and discuss the information contained within this report.

13. Business Management & Monitoring Report - August 2019 (Pages 173 - 216)

Cabinet Members: Deputy Leader of the Council and Cabinet Member for Finance
Forward Plan Ref: 2019/074

Contact: Steven Fairhurst Jones, Corporate Performance & Risk Manager Tel: 07392 318891/Ian Dyson, Assistant Director of Finance Tel: 07393 001250

Report by Corporate Director Customers & Organisational Development and Director of Finance (**CA13**).

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

The Cabinet is RECOMMENDED to:

(a) note the contents of this report;

(b) approve the virements set out in Annex B – 2a and note the virements set out in Annex B – 2b;

(c) Approve the supplementary estimate set out in Annex B – 2e.

14. Capital Programme Monitoring Report - August 2019

Cabinet Member: Finance
Forward Plan Ref: 2019/073

Contact: Lorna Baxter, Director of Finance Tel: 07393 001218

Report by Director of Finance (**CA14**).

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

15. Risk and Opportunities Management Strategy (Pages 217 - 240)

Cabinet Member: Deputy Leader of the Council

Forward Plan Ref: 2019/144

Contact: Steven Fairhurst Jones, Corporate Performance & Risk Manager Tel: 07392 318890

Report by Corporate Director Customers & Organisational Development (**CA15**).

The report presents the draft Risk and Opportunities Management Strategy for 2019-21 for approval. The Strategy will be the foundation for improvement of the Council's risk management framework.

Cabinet is recommended to approve the draft Risk and Opportunities Management Strategy 2019-2021 (Annex A).

16. Delegated Powers - October 2019

Cabinet Member: Leader of the Council

Forward Plan Ref: 2019/075

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.

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Exemption</i>
2 July 2019	Request for exemption from tendering under Contract Procedure Rule ("CPR") 20 for 6 Months Continued Delivery of Young People's Supported Housing Services	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules for 6 months contracts with the incumbent Supported Housing providers until 31 August 2020, with a cost range of between £1,314,081.38 and 1,336,909.75, including the possibility of a 2% uplift for inflation.	To extend service delivery until 30 September 2020, to provide additional time for decisions to be taken prior to tendering around resource allocation and eligibility, whilst leaving for adequate time for the mobilisation of new services
20 August 2019	Request for exemption from tendering under Contract Procedure Rule ("CPR") 20 for a Contract for Shredding Bulky Household Waste	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules for a value limited contract to Viridor Waste Management Ltd at a cost of £181,000.	Following several attempts over the last 4 years to engage with the market and procure this service, all of which have failed due to either a lack of interest from the market or unaffordability; to award a contract for a trial period to give confidence to both parties that the equipment available at the ERF and the bulky waste types delivered are compatible.
4 September 2019	Request for exemption from tendering under Contract Procedure Rule ("CPR") 20 for a Contract for Adults Housing Related	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules for contracts for Adults Housing Related	To build on the successful joint partnership between the 5 districts and Oxfordshire Clinical Commissioning Group. At the same

	Support Services for Homeless People	Support Services for Homeless People to current providers: Mayday Trust, Connection, Homeless Oxfordshire.	time to enable the completion of a full need's analysis and options appraisal in order to determine commissioning intentions post 2022 to allow the Partnership to robustly procure and implement the agreed arrangements post 2022.
5 September 2019	Request for exemption from tendering under Contract Procedure Rule ("CPR") 20 for a Contract for Children's Advocacy and Independent Visiting (IV) Service	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules for a contract to NYAS for 3.5 years at a total estimated cost of £578,000 plus TUPE costs.	To meet the best interests of vulnerable children requiring advocacy and IV services in Oxfordshire.
5 September 2019	Request for exemption from tendering under Contract Procedure Rule ("CPR") 20 for a contract for providing 3 Hospital Trusted Assessors	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules to award funding of £140k for the initial one year pilot to Oxfordshire Association of Care Providers providing 3 Hospital Trusted Assessors.	To award funding to Oxfordshire Association of Care Providers, as the only organisation in Oxfordshire able to employ the Trusted Assessors.

17. Forward Plan and Future Business (Pages 241 - 246)

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 **CA17**. 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.
