



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 28 January 2014 at 2.00 pm

County Hall, Oxford, OX1 1ND

Joanna Simons

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Chief Executive

January 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 & Customer Services</i>
Melinda Tilley	<i>Cabinet Member for Children, Education & Families</i>
Lorraine Lindsay-Gale	<i>Cabinet Member for Cultural & 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 & 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 5 February 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: 4 February 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 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 17 December 2013 (**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. Service & Resource Planning Report 2014/15 - 2017/18 - January 2014 (Pages 7 - 228)

Cabinet Member: Finance

Forward Plan Ref: 2013/126

Contact: Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995

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

This report is the final report to Cabinet in the series on the service & resource planning

process for 2014/15 to 2017/18, providing councillors with information on budget issues for 2014/15 and the medium term. It sets out the proposed 2014/15 budget and the draft 2014/15 – 2017/18 Medium Term Financial Plan (MTFP).

The Cabinet Member for Finance has prepared a separate report, circulated alongside this report, which sets out the basis for the Cabinet's proposals. The proposals take into account comments to date from the public consultation on the budget as well as the latest information on the Council's financial position outlined in this report. Also attached is a separate report from the Income Generation Cabinet Advisory Group.

The Cabinet is RECOMMENDED to:

- (a) RECOMMEND Council to approve the updated Financial Strategy;***
- (b) (in respect of revenue) RECOMMEND Council to approve:***
 - (1) a budget for 2014/15 and a medium term plan to 2017/18, based on the proposals set out by the Cabinet Member for Finance;***
 - (2) a council tax requirement (precept) for 2014/15;***
 - (3) a council tax for band D equivalent properties;***
 - (4) virement arrangements to operate within the approved budget;***
- (c) (in respect of treasury management) RECOMMEND Council to approve:***
 - (1) the Treasury Management Strategy Statement ;***
 - (2) that any further changes required to the 2014/15 strategy be delegated to the Chief Finance Officer in consultation with the Leader of the Council and the Cabinet Member for Finance.***
- (d) RECOMMEND Council to approve the Prudential Indicators as set out in Appendix A of Annex 7;***
- (e) RECOMMEND Council to approve the Minimum Revenue Provision Methodology Statement as set out in Appendix B of Annex 7;***
- (f) (in respect of capital) RECOMMEND Council to approve:***
 - (1) the updated Asset Management Plan and Transport Asset Management Plan;***
 - (2) a Capital Programme for 2013/14 to 2017/18;***
- (g) to delegate authority to the Leader of the Council, following consultation with the Chief Finance Officer, to make appropriate changes to the proposed budget.***

**7. Oxfordshire Minerals and Waste Local Plan - Core Strategy:
Consultation Draft (Pages 229 - 354)**

Cabinet Member: Environment

Forward Plan Ref: 2013/132

Contact: Peter Day, Minerals & Waste Policy Team Leader Tel: (01865) 815544

Report by Deputy Director for Environment & Economy – Strategy & Infrastructure Planning (CA7).

The County Council has a statutory duty to prepare a new Oxfordshire Minerals and Waste Plan, to provide an effective planning strategy and policies for the supply of minerals and management of waste in the county, consistent with environmental, social and economic needs. The Plan must be prepared in accordance with current government policy in the National Planning Policy Framework (March 2012) and having due regard to the emerging new National Planning Practice Guidance.

The Cabinet on 26 November 2013 approved a revised Oxfordshire Minerals and Waste Development Scheme (Fifth Revision) 2013, setting out the following programme for preparing the Minerals and Waste Local Plan:

- Public consultation on draft revised Plan – Feb/March 2014;
- Consultation on proposed submission document – Oct/Nov 2014;
- Submit Plan to Secretary of State for examination – March 2015;
- Examination hearings – July 2015;
- Inspector's report – October 2015;
- Council adopts Plan – December 2015.

This report recommends a draft Minerals and Waste Local Plan: Core Strategy for public consultation.

The Cabinet is RECOMMENDED to

- (a) ***agree the draft Oxfordshire Minerals and Waste Local Plan: Core Strategy at Annex 1, subject to final detailed amendment, updating and editing, as a draft for consultation;***
- (b) ***authorise the Deputy Director for Environment & Economy (Strategy & Infrastructure Planning) to:***
 - (i) ***carry out final detailed amendment, updating and editing of the draft Oxfordshire Minerals and Waste Local Plan: Core Strategy, in consultation with the Cabinet Member for Environment;***
 - (ii) ***publish the draft Oxfordshire Minerals and Waste Local Plan: Core Strategy for public consultation.***

8. Cabinet Business Monitoring Report for Quarter 2 (Pages 355 - 370)

Cabinet Member: Leader

Forward Plan Ref: 2013/142

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

Report by Head of Policy (**CA8**).

This paper provides details of performance for quarter two 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.

The Cabinet is RECOMMENDED to note and discuss the performance reported in

the dashboards and to note the concerns of the Performance Scrutiny Committee that, across all three Directorates, resources are stretched due to an increase in demand, which is not mirrored by funding streams, and is threatening the future performance of the Council.

9. Delegated Powers of the Chief Executive - January 2014

Cabinet Member: Leader

Forward Plan Ref: 2013/128

Contact: Sue Whitehead, Committee Services Manager Tel: (01865) 810262

To report on a quarterly basis any executive decisions taken by the Chief Executive under the specific powers and functions delegated to her under the terms of Part 7.4 of the Council's Constitution – Paragraph 1(A)(c)(i). It is not for scrutiny call in.

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
1 October 2013	Transfer of the performance of the Highways Contract from Atkins to Skanska in fulfilment of a decision of Cabinet 93/13	Approved the transfer of the performance of the Highways contract from Atkins to Skanska	To fulfil the decision of Cabinet and to ensure continuity of provision.
8 October 2013	Oxford Health – Smoking Cessation Services (“Core services”)	Approved an exemption from the full tendering requirements of the Council's Contract Procedure Rules for an interim one year contract with Oxford Health NHS Trust from 1 April 2014 at a cost of £400,000	To allow time to formally agree the variation with the provider in writing so that there is sufficient time to implement the variation and allow continuous service delivery
25 October 2013	Oxford Health NHS Foundation Trust – Oxfordshire Harm Minimisation Service with LASAR Service	Approved an exemption from the full tendering requirements of the Council's Contract Procedure Rules with Oxford Health NHS Foundation Trust for a variation to the remainder of	To allow time to formally agree the variation with the provider in writing so that there is sufficient time to implement the variation and allow continuous service delivery.

		the existing contract to 31 March 2015 at an aggregate cost of approximately £1,151,440.	
8 November 2013	Lifeline – Lifeline Projects – Oxfordshire Recovery Service	Approved an exemption from the full tendering requirements of the Council's Contract Procedure Rules with Lifeline for a variation to the remainder of the existing contract to 31 March 2015 at an aggregate variation cost of £90,891..	To allow time to formally agree the variation with the provider in writing so that there is sufficient time to implement the variation and allow continuous service delivery

10. Forward Plan and Future Business (Pages 371 - 374)

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.
