



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 25 April 2017 at 2.00 pm

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

**Peter Clark
Chief Executive**

April 2017

**Committee
Officer:**

Sue Whitehead

Tel: 07393 001213; E-Mail: sue.whitehead@oxfordshire.gov.uk

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 & Family Services</i>
Steve Harrod	<i>Cabinet Member for Education</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 Thursday 4 May 2017 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: 23 May 2017

County Hall, New Road, Oxford, OX1 1ND

www.oxfordshire.gov.uk Fax: 01865 783195 Media Enquiries 01865 323870

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 14 March 2017 (**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. Communities Fund (Pages 1 - 22)

Cabinet Member: Leader

Forward Plan Ref: 2017/038

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

Report by Assistant Chief Executive (**CA6**).

In February 2017 as part of the budget papers council agreed £250k 'one off' funding for a pilot communities fund. This report outlines the proposed approach and options

for a locally managed grant scheme and the draft grant guidance and criteria.

The Cabinet is RECOMMENDED to approve the Grant Guidance, Grant Application and Locality Meeting Terms of Reference.

7. 2016/17 Financial Monitoring & Business Strategy Delivery Report - February 2017 (Pages 23 - 54)

Cabinet Member: Finance

Forward Plan Ref: 2016/129

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

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

This report is the penultimate for the 2016/17 financial year reporting on revenue and capital spending against budget allocations, including virements between budget heads and capital programme approvals.

The Cabinet is RECOMMENDED to:

- (a) note the report;**
- (b) approve the 2017/18 virements set out in Annex 2b;**
- (c) approve the debt write off in paragraph 43;**
- (d) note the impairment of the debt detailed in paragraph 44;**
- (e) note the Treasury Management lending list at Annex 4;**
- (f) approve the Fees and Charges set out in Annex 6;**
- (g) approve the changes to the Capital Programme set out in Annex 7b and 7c;**
- (h) approve the contractual commitment for construction of the Didcot Great Western Park Primary School (Chalkhill), with a total budget of £7.150m as set out in paragraph 65; and**
- (i) approve the £3.3m National Productivity Investment Fund Programme set out in paragraph 67 for inclusion in the capital programme.**

8. Adopt Thames Valley (Pages 55 - 62)

Cabinet Member: Children & Family Services

Forward Plan Ref: 2017/012

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

Report by Director for Children's Services (**CA8**).

The report seeks approval for plans for Oxfordshire County Council to join and host the Regional Adoption Agency (Adopt Thames Valley) as a shared service with the other partner authorities.

'In principle' approval was given by Cabinet in November 2016, but it was agreed that a final decision would come back to Cabinet once all partners had confirmed the detail of:

- the budget and funding formula for Local Authority contributions;

- scope of services (service specification); and
- legal governance structure.

The Cabinet is RECOMMENDED to:

- (a) agree to join and host Adopt Thames Valley; and***
- (b) If not concluded by 25 April Cabinet meeting, Cabinet are asked to give delegated approval for the transitional budget arrangements to the Director of Children's Services in consultation with the Lead Member.***

9. Fit for Future Progress Report (Pages 63 - 68)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2017/013

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

Report by Director for Finance (**CA9**).

This report sets out an update on the Council's new transformation programme, Fit for the Future. It sets out the structure of the programme, progress on the programme to date and the investment funding to deliver the programme.

The Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) note the use of the £3m Transition Fund and £0.4m from Children's Services to support the Fit for the Future Programme; and***
- (c) approve the creation of a £3m budget provision in the Capital Programme to support the Fit for the Future Programme.***

10. Business Management & Monitoring Report for Quarter 3 - April 2017 (Pages 69 - 88)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2016/130

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

Report by Assistant Chief Finance Officer (Assurance) (**CA10**).

The report provides details of performance for quarter three 2016-17 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 set out in this report, and the ongoing work to improve business management and reporting.

11. Delegated Powers - April 2017

Cabinet Member: Leader

Forward Plan Ref: 2016/131

Contact: Sue Whitehead, Principal Committee Officer Tel: 07939 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 to call in.

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
23 February 2017	Sapling Project, Recovery Based Supported Accommodation	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules for the grant of a further 12 month contract until 2 October 2018 to Oxford Homeless Pathway Limited to provide drug and alcohol recovery-based support services to the Council for Service Users to help maintain their abstinence from drugs and/or alcohol dependency ("the Sapling Project Contract") at a cost of £41,590.00.	To ensure continuity of service provision while the new service is being procured.
3 March 2017	Provision of Care Services for People with a Learning Disability provided by the Camden Society	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules for the grant of an extension to the current contract to 16 January 2018 to Camden Society to provide Care Services for People with a Learning	To ensure that there is service continuity and provision for the residents during the improvement/re-provision programme

		Disability at a cost of £465,014.	
10 April 2017	Provision of Learning Disability Respite Services – Saxon Way	Approved an exemption from the full tendering requirements under OCC's Contract Procedure Rules for the grant of an award of contract from 10 th April 2017 to 9 th May 2018 to Brandon Trust to provide respite services for people with a Learning Disability from premises in Saxon Way in Oxford City at an estimated cost of £518,000	To ensure continuity of service provision while the new service is being procured.

12. Forward Plan and Future Business (Pages 89 - 90)

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 **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.
