



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 19 September 2017 at 2.00 pm

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

Peter Clark
Chief Executive

September 2017

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 Wednesday 27 September 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: 17 October 2017

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 - 22)

To approve the minutes of the meeting held on 18 July 2017 (**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. Transition Fund for Open Access Children's Centres - September 2017 (Pages 23 - 40)

Cabinet Member: Local Communities

Forward Plan Ref: 2017/093

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

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

This report deals with the undetermined decisions from the 18th July Cabinet about the

Florence Park site. The report also looks at the expenditure against the 'one off' £1m fund to provide pump priming to support community-led solutions for delivering open-access services for children and families agreed by Council in February 2017. Following three rounds of grant funding and allocations to twenty six organisations, there is a remaining balance of £262,674. The report outlines the proposed approach to managing and allocating the remaining budget.

The Cabinet is asked to make the following decisions:

(a) Regarding the future use of the Florence Park site:

- ***Option 1 – Support the proposal for asset transfer for Aflah Nursery (potentially subject to any further requirements that Cabinet may determine)***
- ***Option 2 – Support the proposal for asset transfer and transition fund grant for Aspire (potentially subject to any further requirements that Cabinet may determine)***
- ***Option 3 – Decline both proposals and seek an alternative solution***

(b) Approve the proposed use of the transition fund underspend.

7. Service & Resource Planning Report - 2018/19 - September 2017 (Pages 41 - 70)

Cabinet Member: Finance

Forward Plan Ref: 2017/039

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

Tel: 07584 909518

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

The report is the first in the series on the Service & Resource Planning process for the forthcoming year which will culminate in Council setting a budget for 2018/19 and a medium term plan and capital programme to 2021/22 in February 2018. This initial report sets the context and the starting point for the process. It sets out:

- the assumptions on which the existing Medium Term Financial Plan (MTFP) agreed in February 2017 is based,
- information arising from government and other announcements
- known and potential financial issues for 2018/19 and beyond which impact on the existing MTFP, and
- a proposed process for Service & Resource Planning for 2018/19 including a timetable of events.

The Cabinet is RECOMMENDED to:

- (a) Note the report;***
- (b) Approve the Service and Resource Planning process for 2018/19; and***
- (c) Approve a four year period for the Medium Term Financial Plan and Capital Programme to 2021/22.***

8. Submission of Expression of Interest to the Housing Infrastructure Fund (Pages 71 - 112)

Cabinet Member: Leader

Forward Plan Ref: 2017/112

Contact: Robin Rogers, Strategy Manager Tel: 07789 923206

Report by Director for Planning & Place (**CA8**).

The County Council proposes to make bids to the Housing Infrastructure Fund (HIF), an investment programme announced in July 2017 by the Department for Communities and Local Government and administered through the Homes and Communities Agency.

The County Council is required to develop candidate schemes and packages of schemes and make Expression of Interests for viable programmes by 28 September.

This report sets out the requirements of HIF and the process of application and assessment.

The Cabinet is RECOMMENDED to:

- (a) Agree to the submission of an Expression of Interest to the Housing Infrastructure Fund;***
- (b) Agree to the process set out above for the assessment of viability of schemes and for their subsequent prioritisation;***
- (c) Note the current candidate scheme packages and current draft assessments; and***
- (d) Delegate to the Strategic Director for Communities, in consultation with the Leader of the Council and the Cabinet Member for Environment, and taking into account the view of the Growth Board, the final viability and prioritisation assessment and the detail of the bid submission including the detail of projects to be included within each scheme***

9. Staffing Report - Quarter 1 - 2017 (Pages 113 - 116)

Cabinet Member: Deputy Leader of the Council

Forward Plan Ref: 2017/040

Contact: Sarah Currell, HR Manager – IBC Interface, Tel: 07867 467793

Report by Director of Human Resources (**CA9**).

The report provides an update on staffing numbers and related activity for the period 1 April 2017 to 30 June 2017. Progress will be tracked throughout the year on the movement of staffing numbers from those reported at 31 March 2017 as we continue to deliver our required budget savings. We also continue to track reductions since 1 April 2010 to reflect the impact on staffing numbers via delivery of our Business Strategy and

Transformation programme.

The Cabinet is RECOMMENDED to note the report.

10. Forward Plan and Future Business (Pages 117 - 120)

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 **CA10**. 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.
