



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 22 May 2018 at 2.00 pm

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

Peter Clark
Chief Executive

May 2018

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 30 May 2018 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 June 2018

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 - 12)

To approve the minutes of the meeting held on 17 April 2018 (**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. Oxford - Gathorne Road Wingfield House - Proposed Restoration of Parking Permits (Pages 13 - 90)

Cabinet Member: Environment

Forward Plan Ref: 2018/006

Contact: Hugh Potter, Team Leader, Area Operations Hub Tel: (01865) 810228

Report by Director for Infrastructure Delivery (**CA6**).

The report considers the proposed provision of residents and visitors parking permits to

Wingfield House, 2A Gathorne Road, Headington, Oxford, following the rescission of the previous decision by the Cabinet Member for Environment on 8 February 2018.

The Cabinet is RECOMMENDED not to approve the proposed changes to the CPZ Order as set out in the report.

7. Adult Social Care Contributions Policy (Pages 91 - 160)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2018/049

Contact: Ben Threadgold, Policy & Performance Service Manager Tel: 07867 467838

Report by Director for Adult Services (**CA7**).

The Adult Social Care Contributions Policy outlines how the Council ensures a fair approach to assessing the financial contributions made by people with eligible care needs towards the cost of the social care services they receive.

Social care is not necessarily a free service and the Care Act 2014 permits the Council to recover a reasonable charge from service users who have insufficient means to pay for services themselves.

A review of the Contributions Policy in 2017 identified several changes that would ensure a fairer and more consistent approach to assessing people's financial contributions, simplify the process, and better align the Policy with the Care Act 2014. A public consultation on these proposals was held between January and April 2018 to gather people's views on the potential impact of the changes. This paper proposes changes to the Contributions Policy as a result.

Cabinet is RECOMMENDED to:

- (a) Consider the results of public consultation on the proposed changes to the Adult Social Care Contributions Policy,***
- (b) Approve the recommended policy changes, and***
- (c) Approve the implementation of the policy changes from October 2018***

8. Equalities Policy - Revised Equalities Policy - Including Revised Objectives - Post Consultation Stage (Pages 161 - 192)

Cabinet Member: Local Communities

Forward Plan Ref: 2018/022

Contact: Amy Allen, Policy Officer Tel: 07920 084362

Report by Policy & Performance Service Manager (**CA8**).

The Equality Policy 2018-2022 sets out how the Council is approaching its responsibilities for ensuring that the principles of equality, diversity, fairness and inclusion are applied to our own workforce and the services we commission and deliver to residents. It demonstrates how the Council is meeting the requirements placed on

public bodies under the Equality Act 2010, including setting eight objectives for the next four years.

A draft of the policy went out for public consultation between January - March 2018 and the policy has been amended following feedback.

An annual action plan has been developed, this will be monitored and reported quarterly as part of the Council's overall performance management arrangements.

The Cabinet is RECOMMENDED to approve the Equality Policy and Strategy 2018 – 2022.

9. Staffing Report - Quarter 4 - 2017 (Pages 193 - 200)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2017/172

Contact: Sarah Currell, HR Manager – Business Systems Tel: 07867 467793

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

This report gives an update on staffing numbers and related activity during the period 1 January 2018 to 31 March 2018. It gives details of the actual staffing numbers at 31 March 2018 in terms of Full Time Equivalents. These are shown by directorate in Appendix 1. In addition, the report provides information on the cost of posts being covered by agency staff and an Agency Trend analysis in Appendix 2.

The Cabinet is RECOMMENDED to note the report.

10. Forward Plan and Future Business (Pages 201 - 202)

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.
