



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 21 July 2015 at 2.00 pm

Meeting Rooms 1&2, County Hall, Oxford, OX1 1ND

Joanna Simons

Joanna Simons
Chief Executive

July 2015

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>
Lawrie Stratford	<i>Cabinet Member for Finance</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 29 July 2015 unless called in by that date for review by the appropriate Scrutiny Committee. A link to copies of this Notice, Agenda and supporting papers are circulated to all Members of the County Council.

Date of next meeting: 15 September 2015

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 (01865) 815270 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 23 June 2015 (**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. Treasury Management 2014/15 Outturn (Pages 1 - 20)

Cabinet Member: Finance

Forward Plan Ref: 2015/014

Contact: Lewis Gosling, Financial Manager (Trainee) – Treasury Management Tel: (01865) 323988

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

The report sets out the Treasury Management activity undertaken in the financial year

2014/15 in compliance with the CIPFA Code of Practice. The report includes Debt and Investment activity, Prudential Indicator Outturn, Investment Strategy, and interest receivable and payable for the financial year.

The Cabinet is RECOMMENDED to note the report, and to RECOMMEND Council to note the Council's Treasury Management Activity in 2014/15.

7. 2015/16 Financial Monitoring & Business Strategy Delivery Report - May 2015 (Pages 21 - 80)

Cabinet Member: Finance

Forward Plan Ref: 2015/013

Contact: Kathy Wilcox, Chief Accountant Tel: (01865) 323981

Report by Chief Finance Officer (**CA7**).

The report gives the regular update on the delivery of the Directorate Business Strategies that were agreed as part of the Service and Resource Planning Process for 2015/16 – 2017/18. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of May 2015. Capital Programme monitoring and update is included at Part 3 and Part 4 sets out a changes to Fees and Charges.

The Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) approve the virement requests set out in Annex 2a;***
- (c) approve the supplementary estimate request in Annex 2e;***
- (d) note the Treasury Management lending list at Annex 3;***
- (e) approve the updated Capital Programme at Annex 8 and the associated changes to the programme in Annex 7c;***
- (f) approve the fees and charges as set out in Part 4 and Annex 7a and Annex 7b;***
- (g) approve the updated capital programme in Annex 9 (changes to the Capital Programme set out in Annex 8c);***
- (h) approve the inclusion of a £14.54m budget for the Local Highways Maintenance Challenge Fund programme over three years 2015/16 to 2017/18;***
- (i) approve the Harwell Oxford Entrance City Deal project to proceed to detailed design and procurement with a total budget of £2m; and***
- (j) approve the Hagbourne Hill City Deal project to contractually commit to letting the contract, with a total budget of £6.015m.***

8. Connecting Oxfordshire: Local Transport Plan 2015-2031 (Pages 81 - 212)

Cabinet Member: Environment

Forward Plan Ref: 2015/006

Contact: John Disley, Strategic Manager – Policy & Strategy Tel: (01865) 810460

Report by Director for Environment & Economy (**CA8**).

Connecting Oxfordshire, Oxfordshire's new Local Transport Plan (LTP4) has been developed over the past 18 months, in response to the rapidly changing national and local growth, economic development, infrastructure planning and funding agendas. LTP4 is a comprehensive policy and strategy framework to maximise opportunities for Oxfordshire. Development of the Plan has followed on from the Connecting Oxfordshire roadshows held across the County last summer and has been informed by the feedback received from those events. It has been further developed in close partnership with internal and external Stakeholders, including the Local Enterprise Partnership, District Councils and Members.

A full public and Stakeholder consultation on the draft Plan, published in January, was undertaken over Spring 2015, and generated over 500 responses. The purpose of this report is to set out the issues raised through the consultation, including the main themes or points which were made, and identify the changes which are proposed to be made to the Plan arising from this and internal and external developments which have taken place since the draft Plan was published. The report also sets out work undertaken on the Strategic Environmental Assessment and Equalities Impact Assessment of the Plan.

The Plan has been designed as a living document, to be regularly updated as significant changes take place which affect transport in Oxfordshire. It will also directly inform the update of the Oxfordshire Strategic Economic Plan proposed for this autumn.

Cabinet is RECOMMENDED to approve Connecting Oxfordshire and to RECOMMEND it for adoption by Full Council at its meeting in September 2015.

9. A40 - Science Transit Public Transport Scheme and Long-Term Strategy (Pages 213 - 232)

Cabinet Member: Environment

Forward Plan Ref: 2015/049

Contact: Lisa Michelson, Locality Manager Tel: (01865) 815673

Report by Director for Environment & Economy (**CA9**).

The A40 is a single carriageway Primary Route linking the M40, Oxford, Cheltenham and South Wales. It is the main route connecting Witney and Carterton, the two biggest towns in West Oxfordshire with Oxford. Both towns have seen considerable growth over the last 30 years. Consequently, the daily flow of vehicles on the A40 exceeds the road's link capacity creating congestions and increasing journey times.

OCC has taken a 'strategic corridor' approach to developing solutions to the existing (and projected) congestion issues for the A40 with a number of schemes delivering some capacity and efficiencies on the network in the short term and assessment of the scale and approach for a full 'access solution' to the A40 corridor.

The report gives an overview of this on-going and planned multi-million investment. In order to extent the number of short-term measures delivering capacity on the A40, Cabinet's approval to add the A40 Science Transit Public Transport Scheme to the capital programme is required. Furthermore, Cabinet is asked to approve the proposal to consult with the public on the long-term options for a full access solution to the A40

corridor.

The Cabinet is RECOMMENDED to

- (a) approve the inclusion of the A40 Science Transit Public Transport Scheme to the capital programme;***
- (b) note the context of a wider delivery programme of schemes currently underway which will improve congestion along the A40 corridor; and***
- (c) agree that the proposal to schedule a public consultation as part of 'Connecting Oxfordshire' on the options for a long term strategy approach for further A40 access improvements be undertaken in Autumn 2015.***

10. Household Waste Recycling Centre Strategy (Pages 233 - 238)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2015/064

Contact: Vicky Fletcher, Environment and Resource Efficiency Manager Tel: 07500121866

Report by Director for Environment & Economy (**CA10**).

In February 2014 budget savings of £350,000 to be met by 2017/18 were agreed from the Household Waste Recycling Centre budget. This paper sets out the need for a strategy, the overriding principles on which it will be based and the timetable for agreement

A HWRC strategy is needed to:

- Ensure we have a sustainable network with sites appropriately located to serve the population
- Ensure sites are equipped to maximise recycling rates and manage the changing nature of waste accepted on site.
- Enable Oxfordshire County Council to seek contributions from developers to expand sites where new development will increase users
- Identify how the financial pressures are to be met

In order to allow adequate time to implement a strategy, yet still meet the savings requirements in the medium term financial plan (MTFP), it is proposed that funding from the withdrawal of Green Waste Credits is used both to fill the MTFP gap and provide investment funding to enable the implementation of the longer term strategy.

The Cabinet is RECOMMENDED to

- (a) approve a public consultation on a HWRC strategy based on the principals in paragraphs 9 and 10; and***
- (b) approve the withdrawal of the non-statutory Green Waste Credit payment from 1 April 2016.***

11. National Citizen's Service - Contract for 2015-18 (Pages 239 - 242)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2015/039

Contact: Ruth Ashwell, Youth, Engagement & Opportunities Service Manager Tel: (01865) 810649

Report by Director for Children's Services (**CA11**).

The National Citizen Service (NCS) programme is a Central Government initiative managed through the NCS Trust. Prime contractors have been awarded contracts for 2015 - 18. The South East contract awarded to The Challenge Network. Oxfordshire County Council has been awarded the local contract to deliver NCS within Oxfordshire following successful delivery since 2011.

A decision is required to enable the County Council to accept the delivery contract for 2015 – 2018.

Cabinet is RECOMMENDED to agree the contract for delivery of NCS by Oxfordshire County Council for the period 2015-18

12. Public Health Annual Report (Pages 243 - 314)

Cabinet Member: Public Health & Voluntary Sector

Forward Plan Ref: 2015/019

Contact: Alan Rouse, Business & Planning Manager Tel: (01865) 328603

Report by Director of Public Health (**CA12**).

The annual report summarises key issues associated with the Public Health of the County. It includes details of progress over the past year as well as information on future work.

It is an independent report for all organisations and individuals.

The report covers the following areas:

Chapter 1: The Demographic Challenge

Chapter 2: Health, Houses and Roads

Chapter 3: Breaking the Cycle of Disadvantage

Chapter 4: Mental Health

Chapter 5: Lifestyle and Health: We are what we eat, drink, smoke and do

Chapter 6: Fighting Killer Diseases

The report has also been considered at the Oxfordshire Health Overview & Scrutiny Committee meeting on 2 July and by the time of cabinet at the Oxfordshire Health & Wellbeing Board on 16 July 2015.

Cabinet is RECOMMENDED to RECOMMEND Council to receive the report and note its recommendations.

13. **Compulsory Purchase Powers for Acquisition of Land Required for the Delivery of Schemes - Harwell Oxford Entrance (Pages 315 - 322)**

Cabinet Member: Environment

Forward Plan Ref: 2015/053

Contact: Paul Fermer, Service Manager – Major Infrastructure Delivery Tel: (01865) 815764

Report by Director for Environment & Economy (**CA13**).

The Council's Major Infrastructure Delivery Commercial Team is managing the delivery of a number of major highway improvement schemes. Some of these schemes require additional land to enable delivery of the proposed improvements which will reduce congestion, improve movement, access and safety and encourage use of sustainable transport.

This report details the Harwell Oxford Scheme (with supporting CPO land details) that requires additional land.

The report requests the delegation by Cabinet to the Director of Environment and Economy in consultation with the Executive Cabinet member to exercise Compulsory Purchase powers for the purchase of land for this scheme, in the event that this land required cannot be purchased by negotiation.

Cabinet is RECOMMENDED to:

- (a) Approve delegation of the exercising of Compulsory Purchase Order Powers to the Director of Environment and Economy, in consultation with the Cabinet Member for Environment for the purchase of land required for the delivery of the major infrastructure scheme 'Harwell Oxford Entrance' as outlined in this report, in the event that the land cannot be acquired by negotiation so as to keep to the scheme programme; and***
- (b) note that in so far as the whole or any part or parts of land required is not acquired by negotiation, the making of a Compulsory Purchase Order under provisions contained in Part X11 of the Highways Act 1980 for the acquisition of the land, will be progressed. This could include providing the necessary attendance, expert witness provision etc. at a Public Inquiry if required.***

14. Cabinet Business Monitoring Report for Quarter 4 (Pages 323 - 340)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2015/015

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

Report by Head of Policy (**CA14**).

The report provides details of performance for quarter four (2014-15) 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 and discuss the performance reported in the dashboards.

15. Forward Plan and Future Business (Pages 341 - 342)

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 **CA15**. 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.

16. Exempt Item

In the event that any Member or Officer wishes to discuss the information set out in the Annex to Item 17, the Cabinet will be invited to resolve to exclude the public for the consideration of that Annex 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 annex.

THE ANNEX TO THE ITEM NAMED HAS 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.

17. Longford Park New Primary School, Banbury (Pages 343 - 348)

Cabinet Member: Environment

Forward Plan Ref: 2015/048

Contact: Philippa Patterson, Major Capital Projects Programme Manager Tel: 07891 566051

Report by Director for Environment & Economy (**CA17**).

The information contained in the annex 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 where a tender or bidding process is in progress disclosure would distort the proper process of open competition and would prejudice the position of the authority in the process of the transaction and the Council's standing generally in relation to such transactions in future, to the detriment of the Council's ability properly to discharge its fiduciary and other duties as a public authority

The Longford Park housing development of 1,070 homes is now being built in Banbury, and to serve this development a new 1.5 FE primary school, (Admission number 45) is required. In order to ensure that the council has a sufficient supply of school places the new school is required to be complete and ready for use for September 2016.

The report is being submitted for consideration now by the Cabinet in anticipation of an expeditious Final Business Case review and subsequent governance approvals in the third financial quarter 2015, to facilitate mobilisation phases on receipt of the Land transfer agreement expected in July 2015.

The Cabinet is RECOMMENDED to:

- (a) endorse the progress to date; and***
- (b) delegate to the Chief Finance Officer and Director for Environment & Economy in consultation with the Leader the authority to approve the Stage 2 Full Business Case and the award of the construction contract.***