



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 20 June 2017 at 2.00 pm

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

Peter Clark
Chief Executive

June 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>
Mrs Judith Heathcoat	<i>Deputy Leader</i>
Lawrie Stratford	<i>Cabinet Member for Adult Social Care</i>
Steve Harrod	<i>Cabinet Member for Children & Family Services</i>
Lorraine Lindsay-Gale	<i>Cabinet Member for Property & Cultural Services</i>
Yvonne Constance OBE	<i>Cabinet Member for Environment</i>
David Bartholomew	<i>Cabinet Member for Finance</i>
Hilary Hibbert-Biles	<i>Cabinet Member for Public Health & Education</i>
Mark Gray	<i>Cabinet Member for Local Communities</i>

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 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: 18 July 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 - 8)

To approve the minutes of the meeting held on 25 April 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 - May 2017 (Pages 9 - 38)

Cabinet Member: Local Communities

Forward Plan Ref: 2017/031

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

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

In February 2016 the Council agreed to set aside £1m for creating a 'one off' fund to provide pump priming to support Children's Centres. It was agreed that a cross party

group of county councillors would consider maximum benefit of this fund and bring proposals back to Cabinet for decision.

The working group have considered the applications under the third round of bids against the criteria outlined in the guidance notes with recommendations to Cabinet.

The Cabinet is RECOMMENDED to:

- (a) approve funding for the following bids:***
 - (i) Ambrosden 4 Children (Ambrosden Children's Centre);***
 - (ii) Donnington Doorstep (Florence Park Children's Centre);***
 - (iii) St Johns Church (Grove & Wantage Children's Centres);***
 - (iv) HBC Superdads (Marston Northway Children's Centre);***
 - (v) Henley Baptist Church (Rainbow Children's Centre);***
 - (vi) Abingdon Baby Café (North Abingdon Children's Centre);***
 - (vii) Abingdon Carousel (South Abingdon Children's Centre);***
 - (viii) Sunshine Centre (Sunshine Children's Centre);***
 - (ix) Witney Churches (Witney Children's Centre).***

- (b) Approve the asset transfer for the following proposal:***
 - (i) Afflah Nursery (Florence Park Children's Centre).***

- (c) Approve funding for the following bids subject to buildings and leases being resolved:***
 - (i) Friends of Britannia Road (Britannia Road);***
 - (ii) The Kings Church (South Didcot).***

- (d) Decline funding for the following bids:***
 - (i) Aspire & Nature Effect;***
 - (ii) St Mary's Church, Chipping Norton.***

- (e) Approve the maximum 12 months' rent free period for the following buildings:***
 - (i) Ambrosden;***
 - (ii) South Abingdon.***

7. Provisional 2016/17 Revenue and Capital Outturn (Pages 39 - 94)

Cabinet Member: Finance

Forward Plan Ref: 2017/001

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

Tel: 07584 909518

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

The report sets out the provisional revenue and capital outturn position for 2016/17 and shows how actual expenditure and income for the year compares to the budgeted position. Figures shown in the report reflect those included in the Council's Statement of Accounts for 2016/17. The draft Statement of Accounts were authorised for issue on 31 May 2017, subject to external audit. The final Statement of Accounts will be submitted to the Audit and Governance Committee on 6 September 2017 following

external audit and certification by the Director of Finance.

The Cabinet is RECOMMENDED in respect of the 2016/17 outturn to:

- (a) **note the provisional revenue and capital outturn for 2016/17 along with the year end position on balances and reserves as set out in the report;**
- (b) **approve the creation of the Deprivation of Liberty Safeguards Reserve as set out in paragraph 94;**
- (c) **approve the virements as set out in Annex 2a;**
- (d) **RECOMMEND Council to approve the virements greater than £1.0m for Children, Education & Families, Environment and Economy, Social & Community Services and Strategic Measures as set out in Annex 2a;**
- (e) **agree that the surplus on the On-Street Parking Account at the end of the 2016/17 financial year, so far as not applied to particular eligible purposes in accordance with Section 55(4) of the Road Traffic Regulation Act 1984, be carried forward in the account to the 2017/18 financial year.**

8. Staffing Report - Quarter 4 - 2016 (Pages 95 - 100)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2016/147

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

Report by Director of Human Resources (**CA8**).

This report gives an update on staffing numbers and related activity during the period 1 January 2017 to 31 March 2017. It gives details of the actual staffing numbers at 31 March 2017 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.

The Cabinet is RECOMMENDED to note the report.

9. Appointments 2017/18 (Pages 101 - 112)

Cabinet Member: Leader

Forward Plan Ref: 2017/002

Contact: Sue Whitehead, Principal Committee Officer Tel: 07393 001213

Report by Director of Law & Governance (**CA9**).

The report asks the Cabinet to consider member appointments to a variety of bodies which in different ways support the discharge of the Council's executive functions. The report reflects the basis on which appointments to the respective bodies have been made in the past and, subject to any adjustments that may be considered appropriate, invites the Cabinet to agree arrangements for filling the councillor places on those bodies.

The schedule (**detail to follow**) only refers to those appointments which are the direct responsibility of Cabinet to make. There are other outside body appointments that are the responsibility of the Remuneration Committee or local processes as appropriate.

The Cabinet is RECOMMENDED to:

- (a) agree appointments to the bodies set out in the Annex to this report;*
- (b) agree that following a review of appointments a further report is submitted to the October meeting of Cabinet.*

10. Forward Plan and Future Business (Pages 113 - 116)

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.
