



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 17 September 2019 at 2.00 pm

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

Yvonne Rees
Chief Executive

September 2019

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 & Public Health
Ian Corkin	Cabinet Member for Cherwell Partnership
Steve Harrod	Cabinet Member for Children & Family Services
Lorraine Lindsay-Gale	Cabinet Member for Education & Cultural Services
Yvonne Constance OBE	Cabinet Member for Environment
David Bartholomew	Cabinet Member for Finance
Mark Gray	Cabinet Member for Local Communities
Eddie Reeves	Cabinet Member for Transformation

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 25 September 2019 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: 15 October 2019

County Hall, New Road, Oxford, OX1 1ND

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 16 July 2019 (**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. Implementation of a Street Works Permit Scheme for Oxfordshire (Pages 1 - 110)

Cabinet Member: Environment

Forward Plan Ref: 2019/106

Contact: Rikke Hansen, Head of Integration & Improvement Tel: 07554 103536

Report by Director for Community Operations (**CA6**).

Oxfordshire County Council have been requested by the Department for Transport to

implement a street works permit scheme. Officers have reviewed the feasibility of implementing a scheme and completed a cost benefit analysis to determine whether a scheme is suitable for Oxfordshire. Both have found it favourable to implement a scheme.

Officers have developed and consulted on a permit scheme document which sets out the terms and conditions of a scheme. Officers are requesting approval from Cabinet to continue to implement a permit scheme for Oxfordshire

Cabinet is RECOMMENDED to:

- (a) Approve in principle for a Street works permit scheme for Oxfordshire to be implemented.***
- (b) Approve the contents of the Street works permit scheme document at Annex 1 which has considered feedback from public consultation.***

7. Service & Resource Planning Report - 2020/21 (Pages 111 - 136)

Cabinet Member: Finance

Forward Plan Ref: 2019/059

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

Tel: 07584 909518

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

To provide background and context to the service and resource planning process for 2020/21.

The Cabinet is RECOMMENDED to:

- (a) Note the report;***
- (b) Approve the Service and Resource Planning process for 2020/21; and***
- (c) Approve a four-year period for the Medium Term Financial Plan to 2023/24 and ten-year period for the Capital Programme to 2029/30.***

8. Business Management & Monitoring Report - July 2019 (Pages 137 - 180)

Cabinet Member: Deputy Leader of the Council and Cabinet Member for Finance

Forward Plan Ref: 2019/025

Contact: Steven Fairhurst Jones, Corporate Performance & Risk Manager Tel: 07932

318890/Katy Jurczynszyn, Finance Manager (Finance, Strategy and Monitoring) Tel:

07584 909518

Report by Corporate Director: Customer & Organisational Development and Director of Finance (**CA8**).

This report sets out Oxfordshire County Council's (OCC's) progress towards Corporate Plan priorities and provides an update on the delivery of the Medium Term Financial

Plan from 1 June to 31 July. Cabinet does not formally meet in August so information from June and July is covered in this report. As Cabinet do not meet in August, this report presents a summary of performance for June and July. A summary of overall performance and description of change is contained within the report. Each month the business management report will address:

- a) Corporate performance (measured against the Thriving Oxfordshire Outcomes Framework)
- b) Risk (summary of strategic risk and other significant matters)
- c) Human Resources (summary of key data)
- d) Finance (summary including forecast outturn variance)

The Committee is RECOMMENDED to note the report and consider any matters for future attention by the Committee.

9. The Oxfordshire Safeguarding Children's Board Annual Report/The Performance Audit & Quality Assurance Annual Report and The Case Review & Governance Annual Report - 2019 (Pages 181 - 224)

Cabinet Member: Children & Family Services

Forward Plan Ref: 2019/076

Contact: Tan Lea, Strategic Safeguarding Partnerships Manager Tel: 07867 923287

Report by Deputy Director - Safeguarding (**CA9**).

This paper presents three annual reports: the Oxfordshire Safeguarding Children Board Annual (OSCB) Report; Performance, Audit and Quality Assurance Annual Report and the Case Review and Governance Annual Report.

Cabinet is asked to review and note the reports.

10. Oxfordshire Safeguarding Adults Board Annual Report (Pages 225 - 250)

Cabinet Member: Adult Social Care & Public Health

Forward Plan Ref: 2019/098

Contact: Steven Turner, OSAB Business Manager Tel: (01865) 328993

Report by Deputy Director – Adult Social Care (**CA10**).

The OSAB is required to report annually on the work of the Board and of its partners, assessing the position of the partnerships in relation to the safeguarding adults at risk within Oxfordshire.

Cabinet is RECOMMENDED to

- (a) ***note that the adult safeguarding partnership is working across Oxfordshire and that work undertaken by the Board and its partners has resulted in a significant decrease in safeguarding concerns being referred into the Local***

Authority, building on the reduction on concerns started last year; and

(b) note the priorities for 2019/20.

11. Report by the Local Government and Social Care Ombudsman - Investigation into a Complaint Against Oxfordshire County Council (Ref: 18 009 005) (Pages 251 - 256)

Cabinet Member: Education & Cultural Services

Forward Plan Ref: 2019/114

Contact: Lucy Butler, Corporate Director for Children's Services Tel: (01865) 815122

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

The Local Government and Social Care Ombudsman (LGO) has issued a report following its investigation of a complaint against Oxfordshire County Council. The complaint was about Education & Children's Services matter. The LGO found that there had been fault on the part of the Council, and this had caused injustice to the complainants.

The council has agreed to take action which the LGO regards as providing a satisfactory remedy for the complaint. The LGO welcomes the work the council has already carried out, and has planned, to address the fault identified in this and our previous investigation. This is satisfactory to address the service failures identified.

The council is undertaking recommendations to address the injustice caused to Mr and Mrs X and Child D and to address the injustice that may have been caused to others as set out in the report.

A full apology has been issued to Mr and Mrs X and Child D and the outcomes of recommendations to address any injustice that may have been caused to others will be reported to the council's Education Scrutiny Committee on 20th November.

The Cabinet is RECOMMENDED to note the contents of the report by the Local Government and Social Care Ombudsman (LGO) and to endorse the actions undertaken in response by this council.

12. Forward Plan and Future Business (Pages 257 - 260)

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.
