

## CABINET

**MINUTES** of the meeting held on Tuesday, 17 October 2017 commencing at 2.00 pm and finishing at 4.33 pm

**Present:**

**Voting Members:** Councillor Ian Hudspeth – in the Chair  
Councillor Mrs Judith Heathcoat  
Councillor Lawrie Stratford  
Councillor Steve Harrod  
Councillor Yvonne Constance OBE  
Councillor David Bartholomew  
Councillor Hilary Hibbert-Biles  
Councillor Mark Gray

**Other Members in Attendance:** Councillor Jamila Begum Azad  
Councillor Liz Brighthouse  
Councillor Helen Evans  
Councillor Susanna Pressel  
Councillor Laura Price  
Councillor Richard Webber

**Officers:**

Whole of meeting Peter Clark (Chief Executive); Sue Whitehead  
(Resources Directorate)

Part of meeting Item	Name
6	Katy Jurczynszyn (Corporate Finance)
7	Maggie Scott, Assistant Chief Executive
8	Jonathan McWilliam, Director of Public Health
9	Lara Patel, Deputy Director, Safeguarding; Tan Lea, Strategic Safeguarding Partnerships
10	Nick Graham, Director of Law & Governance
11	Steven Jones, Corporate Performance and Risk Manager

*The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, together with a schedule of addenda tabled at the meeting, and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda, reports and schedule, copies of which are attached to the signed Minutes.*

## **71/17 APOLOGIES FOR ABSENCE**

(Agenda Item. 1)

Apologies were received from Councillor Lorraine Lindsay-Gale.

## **72/17 MINUTES**

(Agenda Item. 3)

The Minutes of the meeting held on 19 September 2017 were approved and signed as a correct record.

## **73/17 QUESTIONS FROM COUNTY COUNCILLORS**

(Agenda Item. 4)

Councillor Howson had given notice of the following question to Councillor Bartholomew:

“How much money will be collected from schools in this financial year as a result of the apprenticeship levy and how is the money being spent?”

Councillor Bartholomew replied:

“The Apprenticeship Levy came into effect on 1 May 2017, and has an impact on a school’s budget if:

- staff are deemed to be employed by the local authority (community schools or Voluntary Controlled)
- the school is Foundation or Voluntary Aided AND has an annual payroll bill of more than £3m
- the school is an academy or part of a multi-academy trust AND has an annual payroll bill of more than £3m

The Apprenticeship Levy does not apply to every school in the same way as there are a variety of pay bill arrangements in place.

The council’s pot of Levy funding, generated from our payroll, includes c.£640,000 for schools where the local authority is the employer (i.e. the Council pays employer national insurance contributions for school employees). Central government funding rules specify that this money can only be used to pay for formal apprenticeship training, and is not available to pay for salaries or other support costs, or other types of non-apprenticeship training. Schools are encouraged to spend as much Levy as they want, there is no restriction on the amount they can access at present. However, in common with many other employers, schools report difficulties in deriving benefit from the Levy. The most significant issue is that schools report that they have very little spare resource available to fund salary costs of new apprentice roles.

Although there are a wide range of apprenticeship training options that can be funded by the Levy as career development for existing staff (see list below), many staff already have such a high level of on-the-job experience,

training providers advise that they are not eligible to receive apprenticeship funding for the qualification. For example, a School Business Manager was recently advised she could not complete an Accountancy qualification as an apprenticeship as she had several years of experience already. However, the range of qualifications available is increasing all the time, so for example a teaching apprenticeship for graduate entry is in development, and due to be available in September 2018.

Apprenticeship training options that are relevant to schools:

Supporting teaching and learning in schools

Early years educator

Lab technician

Business Administration

IT technician

Caretaker/property maintenance

PE teaching

Catering

Cleaning and support services

There is no age restriction applied to apprenticeship training. Candidates may be eligible for funding even if they have existing or higher level qualifications. Some time off normal work duties is required. All qualifications take at least one year to complete, longer if staff are employed on a term-time only basis.

#### Support available for schools

Where the local authority is the employer, schools can access Levy funds via the council's HR team. The HR team will help to identify a training provider from our approved supplier list, and provide guidance on recruitment (if applicable). For apprenticeship qualifications undertaken as CPD by existing staff, a short business case will be required before funding is agreed.

Where a school is an academy, part of a multi-academy trust, voluntary aided, or a foundation school, other arrangements will apply. These schools can source support and advice from [Oxfordshire Apprenticeships](http://Oxfordshire Apprenticeships) on 01865 323477 or [info@oxfordshireapprenticeships.co.uk](mailto:info@oxfordshireapprenticeships.co.uk).

The Education Finance Services team offer support with financial forecasting, helping schools to understand the impact of the Levy on the school's budget.

Following promotion of the Levy via presentations and Schools News, the HR team have had approximately 25 enquiries from different schools around ways of spending the Apprenticeship Levy – mainly focused on apprenticeships as CPD.

At the moment there are 5 apprenticeships progressing in schools (either started already or in the process of doing so):

2 x Supporting Teaching and Learning in Schools – 2 x new recruits

1 x Supporting Teaching and Learning in Physical Education – 1 x new recruit.

1 x Early Years Educator – CPD

1 x Food Production and Cookery – CPD

Collected so far for a 5 month period is £192k, so full year looking like £458k

The most common reason why enquiries do not progress is that they are for CPD which is not an apprenticeship, and cannot be funded by the Levy”

Supplementary: Councillor Howson referred to the particular problem where policy was emerging. He queried how the money collected was to be spent and what would happen were it not spent. He further queried whether it was something the Teachers Joint Consultative Committee could discuss and referred particularly to the possible development of an apprenticeship in school leadership. Councillor Bartholomew replied that the question was outside his responsibilities but that he knew that such an apprenticeship would require national effort with a national trailblazer group. There was currently no such group.

Councillor Pressel had given notice of the following two question to Councillor Hibbert-Biles:

Both questions relate to the Director of Public Health’s Annual Report:

“Health impacts -- Please can we carry out an evaluation of the health impact resulting from the cutting of our bus subsidies and the withdrawal of money from many of our children’s centres and day-care centres?”

I know an HIA was done beforehand, but we need to see what the effect on our communities has been, ever since we were regrettably forced to cut these budgets as a result of the government’s appalling and mistaken “austerity” programme.”

Councillor Hibbert-Biles replied:

“The impact of individual changes/initiatives work their way through and begin to show in the basket of indicators routinely used to monitor public health over long periods of time. The children’s centres only closed in their previous form in April last year and the bus subsidy changes happened in 2016. Many of the children’s centres are now operating again with assistance from county council grants and due to the impressive endeavour of local communities. Even then it will be difficult to directly attribute any one specific change as the sole reason for a trend of any kind. However our public health team clearly monitor a whole range of indicators all the time and if they see changes of a positive or negative way they will report them through the normal channels.”

Councillor Pressel’s second question:

“Air quality – It is very welcome to see that the importance of air quality has AT LAST been recognised in this Annual Report. Please can you tell us why

Oxfordshire County Council has apparently only *one* electric vehicle and no hybrid vehicles in its fleet of 479 vehicles? It is embarrassing to compare this with Oxford City Council, which has 17 electric and 22 hybrid vehicles, out of a total of 322. Why has there been such a lamentable lack of leadership in reducing emissions from our own fleet?"

Councillor Hibbert-Biles replied:

"Oxfordshire County Council's Fleet

The 479 vehicles quoted refers to the number of vehicles that we insure, including a range of owned and leased vehicles from across the county council. These include for example trailers, motorbikes, fire engines and highways vehicles.

Oxfordshire County Council's Energy Strategy

Carbon Emissions from our travel activities has been picked up as a priority for action through our energy strategy, signed off by delegated decisions in October 2016 and available online:

<https://www.oxfordshire.gov.uk/cms/content/what-we-are-doing-reduce-our-greenhouse-gas-emissions>

This includes an objective to reduce greenhouse gas emissions from our buildings and activities by 3% year on year, on average, in line with the Oxfordshire 2030 Sustainable Community Strategy commitment.

The strategy is monitored annually via CLT; during 2016/17 our green house gas emissions were 11% less than in the previous year and 34% less than in 2010/11 (the baseline for this measure), giving an average annual reduction of 7%.

Organisational Travel Project

Flowing from the strategy, an officer has recently been employed to coordinate a one year project around organisational travel reporting to the Fit for the Future Programme Board. This project includes updating our small pool car resource. Data is actively being gathered to assess the feasibility of using electric vehicles and assess the business case. The project will also develop specifications around emissions standards in our wider fleet for both vehicle purchasing and lease hire. This will improve our emissions over time as vehicles come up for renewal.

Use of OLEV Vehicles within Fleet Services

Fleet services has historically used mostly 16 seat diesel mini bus type vehicles to carry out the majority of their work. Currently about 80% of our vehicles are leased through Automotive Leasing and London Hire. All of the vehicles have to be coach built before arriving with us to have the modifications to make them accessible to wheelchair users. The main adaptations for the vehicles is the raising and fitting of a specialist floor with tracking to enable us to secure wheelchairs and also the fitting of a lift at the rear of the vehicle (usually underfloor but also includes butterfly type).

Until very recently there were no companies manufacturing vehicles that would fit our needs as concentration was pushed to perfecting small cars and

to the much larger double decker type bus's and LGV's. Fleet services have trialled smaller electric vehicles for our low capacity school work, primarily the eNV200 by Nissan which could fit our needs on a few routes. The issue we discovered with these vehicles is that whilst they are advertised as being able to cover 90 miles on a full charge we found that was not accurate. As an example, starting on 90 mile range, when the heating was turned on the range immediately dropped by approx. 15%. It was used on a route that operated between North Oxford and Fitzwarren School in Wantage both am and pm. The vehicle proved to be very capable of operating this route however what became clear was that in between the morning and afternoon runs it could not be used for any other work as it would need to be plugged in to the mains to ensure there was enough range for the afternoon. Currently from flat to full charge the eNV200 takes around 13 hours through a mains charge.

Fleet services have agreed to be part of a stage 1 of a trial being conducted by EDF/Oxfordshire consortium with EV and V2G demonstrators, and are also keeping a close eye on new developments and technologies with a view to recommending any suitable electric vehicles to our suppliers.

#### Innovation

The Innovation Team within Communities are also actively pursuing funding, for example vehicle to grid projects that support electric vehicles to work smartly with the grid, also electric vehicle bulk buying of electric vehicles with other public sector bodies.”

Councillor Dr Johnson had given notice of the following question to Councillor Hudspeth:

“Reports from OCC have been given to various bodies concerning the Oxford- Cambridge Expressway. Can you reassure concerned local residents that OCC has not formed a view as to which corridor the Expressway should take, and OCC will maintain neutrality on this issue until full public consultation has taken place”

Councillor Hudspeth replied:

“I can assure Cllr Johnson and all concerned local residents that OCC has not formed a view as to which corridor the Expressway should take. Whatever corridor is chosen it should ease the situation on the A34 which has to be a key priority for all of Oxfordshire's residents.

As the national organisation responsible for the Strategic Road Network, Highways England is leading work on an Oxford Cambridge Expressway. The next stage is now starting and the consultants Jacobs have recently been appointed to undertake this work, examining in more detail the potential corridors and routes.

No decision has been taken on a preferred route and one is not expected until around 2019. The County Council will be working closely with Highways

England and Jacobs to understand the pros and cons of different options and how well they would meet the project's aims and objectives.

Highways England is planning a programme of stakeholder engagement as part of this next stage of work, beginning with a meeting on 18th October at which we will be represented.

The county council will consider all proposals carefully as they come forward, as well as the views of District Councils, local communities and other stakeholders. We have not yet adopted a position on this project and will not do so without member input. This could be (for example) in the form of a cabinet advisory group followed by a decision by full council. However, this would need to be before the close of Highways England's public consultation as we would be one of the key respondents to their proposals.

Whilst the proposed Expressway could be an opportunity to help address longstanding problems on the A34, it does not remove the need for short term safety and capacity improvement measures, for which funding has already been agreed. The County Council is pressing for these to be introduced as soon as possible."

Councillor Dr Johnson had given notice of the following question to Councillor Hibbert-Biles:

"Director of Public Health's Annual Report (p.14) states "the basics of prevention are in good order," but there is no reference to prevention of mental ill-health. P.15 states funding is needed for preventative services. Can the member assure me mental ill-health prevention is high on the priority list for funding?"

Councillor Hibbert-Biles replied:

"The Director of Public Health's Annual Report is an independent report addressed to all organisations and to the public and the recommendations apply to all. The call for funding for prevention is a call to all organisations, including the NHS and District Councils. I am pleased to report that Oxfordshire County Council already makes a major contribution in this area as many of our preventative services have a direct bearing on the promotion of good mental health which cannot be separated from good physical health. These include our Health Visiting Service our Family Nurse Partnership Service, our School and College Health Nursing Service, our drug and alcohol addiction services and our sexual health services. We also lead partnership work to promote physical activity, prevent suicide, prevent female genital mutilation and reduce self-harm. The Council is also playing a major role in the fight against domestic violence and the promotion of safer communities. It is clear that all of these services have a major bearing on the promotion of mental wellbeing and are preventative, and so I am happy to confirm mental ill-health prevention is indeed high on my priority list."

## **74/17 PETITIONS AND PUBLIC ADDRESS**

(Agenda Item. 5)

The following request to address Cabinet had been agreed by the Chairman.

Item 6 – 2017/18 Financial Monitoring & Business Strategy Delivery Report -  
Councillor Helen Evans, Shadow Cabinet Member for Finance

Item 7– Corporate Plan - Councillor Liz Brighouse, Chairman of the  
Performance Scrutiny Committee  
Councillor Laura Price, Opposition Deputy Leader

Item 8 – Director of Public Health Annual Report - Councillor Susanna  
Pressel Councillor Emma Turnbull

Item 9 – The Oxfordshire Safeguarding Children’s Board Annual Report -  
Councillor Jamila Begum Azad  
Councillor Liz Brighouse, Chairman of the Performance Scrutiny Committee

Item 10 – Governance Review Councillor Richard Webber, Leader of  
Liberal Democrat Group (at the invitation of the Leader)  
Councillor Liz Brighouse, Opposition Leader (5 mins)

Item 11 – Business Management & monitoring Report Quarter 1 - Councillor  
Liz Brighouse, Chairman of the Performance Scrutiny Committee

## **75/17 2017/18 FINANCIAL MONITORING & BUSINESS STRATEGY DELIVERY REPORT - AUGUST 2017**

(Agenda Item. 6)

Cabinet considered the second financial monitoring report for 2017/18 that focused on the delivery of the 2017/18 budget based on projections at the end of August 2017. Parts 1 and 2 included projections for revenue, reserves and balances. Capital Programme monitoring and update was included at Part 3.

Councillor Helen Evans, Shadow Cabinet Member for Finance, highlighted the increased overspend from that reported in July. She detailed the areas of overspend in CEF and the unprecedented levels of demand that had led to the overspend despite additional money in the budget. She queried how realistic it was to deliver the available budget and called on the Leader of the Council to lobby Government to use the Autumn Budget to address the funding crisis in Children’s Services.

Councillor Bartholomew, Cabinet Member for Finance responded to the points made commenting that the pressures from raising demand were outside the control of the Council. The Council would always safeguard the vulnerable and managed the central government budget made available. The Council had a long history of managing a balanced budget.



Councillor Bartholomew, in moving the recommendations, introduced the contents of the report and highlighted the management action being taken to reduce the overspend, but that the use of contingency and general budgets at year end was likely.

Kate Jurczynszyn, responding to comments from cabinet explained that the additional numbers in relation to SEND figures were difficult to predict as demand could arise in year as need was identified of those already identified had changing needs.

Councillor Hudspeth added that he regularly wrote to Central Government on behalf of Council following full Council and that he did lobby wherever possible.

**RESOLVED:** to:

- (a) note the report;
- (b) approve the virement requests set out in Annex 2a;
- (c) note the Virements set out in Annex 2b;
- (d) approve the bad debt write offs set out in paragraphs 43 and 44;
- (e) agree the requests for new reserves set out in paragraphs 51 and 52;
- (f) note the Treasury Management lending list at Annex 3; and
- (g) approve the updated Capital Programme at Annex 7 and the associated changes to the programme in Annex 6c.

## **76/17 BUSINESS MANAGEMENT & MONITORING REPORT FOR QUARTER 1 - 2017/18 - OCTOBER 2017**

(Agenda Item. 11)

Cabinet considered a report giving details of performance for quarter one 2017-18 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.

Councillor Brighouse, Chairman of the Performance Scrutiny Committee, commented that this information had come to Performance Scrutiny Committee in September. It had included the financial information which was not before Cabinet as they had considered this at an earlier meeting. She urged that information come in the right sequence and that the financial information come with the performance figures. This allowed for an overall picture. Councillor Brighouse noted the work being done to allow the Committee to focus on strategic issues and drill down where necessary. Councillor Brighouse highlighted the following areas which had been a focus

of attention by the Committee: CSC placements; reablement and CEF caseloads.

Cabinet responded by thanking Councillor Brighthouse and the Performance Scrutiny Committee for their work, commenting that it was useful that the Committee was able to look at performance and feed in concerns. In relation to discharges from care and reablement Councillor Judith Heathcoat stated that although the outcome was still red the situation was improving. Councillor Heathcoat also paid tribute to the additional work of the Oxfordshire Fire & Rescue Services, and adult social care in response to the issues raised by the Grenfell Tower tragedy. The Leader of the Council also highlighted the increase in planning applications increasing pressure on Environment & Economy.

**RESOLVED:** to:

- (a) Note the performance set out in this report; and
- (b) Note the ongoing work to improve business management and performance reporting.

## **77/17 CORPORATE PLAN 2017-2021**

(Agenda Item. 7)

Cabinet had before them a report asking for consideration of the approach and direction being taken in developing the council's new Corporate Plan (2018-21), and seeking approval to the draft Corporate Plan prospectus.

Councillor Liz Brighthouse, Chairman of Performance Scrutiny Committee referred to the session at the Committee that had been really good and had really worked well. The proposal for change was seen by the Committee as very positive. She welcomed that the prospectus now before Cabinet had changed following scrutiny input. Identifies issues around Bicester and how we build infrastructure as a case example. It is good that it went to Performance Scrutiny in time to take into consideration but where does it go from here. Welcomes the fact that it is involving, not top down but growing from bottom up. Published prospectus allows public, stakeholders to feedback and engage before Corporate Plan comes to Full Council. Not consultation but engagement with the public and partners.

Councillor Liz Brighthouse supported the prospectus as a means to engage with and inform the full Corporate Plan going to Full Council in due course. The prospectus once approved by Cabinet could be used now for engagement with the public and to inform that full corporate plan.

Councillor Laura Price, Opposition Deputy Leader commented that she had been pleased to join the working group and it would have been good to see more political groups there. She highlighted the big questions raised by the group: what is it for; what does it do. She commended the Prospectus as a

way to produce something quickly in order to make progress. Councillor Price acknowledged how different the County Council and the County look to when the last Corporate Plan was produced. It was important to get a feel from residents about how they felt about the plan and the language used, and particularly about the use of the term thriving. Whilst accepting that growth was a driver there was a demographic that was in danger of feeling left behind. It was important that the Prospectus was used to reach different audiences and that it could be added to or reduced as needed. It should be a living document engendering a sense of pride and taking everyone along with it.

Councillor Judith Heathcoat, Deputy Leader, in introducing the report commended the work of the Working Group. It had been an all-party group but not everyone had been able to attend. She commented on the draft nature of the document that included the bullet points made by the localities meeting. The final document would be proofread and formatted. The document was a balance between being fulsome and rich but not word heavy. The aim for the prospectus was that it be easy to pick up and read. She stressed that this was the prospectus and that the Corporate Plan would go through appropriate procedures including full Council. She moved the recommendations set out on page 62 of the agenda.

During discussion Cabinet:

- Considered the use of the word thriving, acknowledged concerns but noted that it was linked to the term communities in the first bullet point of the Vision Statement as community was key.
- Members welcomed the idea of a public facing document in plain English and agreed that it be a living document. It was noted that the Prospectus was about engagement rather than consultation.
- Confirmed through the Leader that there would be cross party working on the Corporate Plan.

**RESOLVED:** to:

- (a) comment on the attached draft prospectus;
- (b) approve the draft prospectus for finalisation and publication in consultation with the Deputy Leader; and
- (c) note the approach being taken to develop the full new Corporate Plan, and suggest any matters for consideration by the Working Group.

## **78/17 DIRECTOR OF PUBLIC HEALTH ANNUAL REPORT 2016/17**

(Agenda Item. 8)

Cabinet considered the Director of Public Health Annual Report which summarised key issues associated with the Public Health of the County. It included details of progress over the past year as well as information on future work. Cabinet also had before them the comments of the Joint Health Overview & Scrutiny Committee at its meeting on 14 September 2017

The report covered the following areas: Demographic Challenge; Building Healthy Communities; Breaking the Cycle of Disadvantage; Lifestyles and Preventing Disease Before it Starts; Mental Health and Fighting Killer Diseases.

Councillor Pressel, a member of the Joint Health Overview and Scrutiny Committee hoped that Cabinet had been able to read the comments of that Committee and would consider the recommendations. She highlighted the importance of assessing the impact on health of council policies, referring to her earlier question. She also queried the lack of progress in terms of lifting Northfield Brook and Rose Hill & Iffley out of the 10% of most disadvantaged areas in the country. Councillor Hudspeth responding to the comments noted that access to good quality housing was a key issue in relation to disadvantage.

Councillor Emma Turnbull, Shadow Cabinet Member for Education, welcomed the Section on children's mental health. She believed that the figures were likely to underestimate demand. The level of new referrals was not a bad thing as it indicated a recognition of the issues but it did present a challenge to the new model. She highlighted that waiting lists were too long with delays in the initial appointments. She would have liked to have seen something in the report about prevention of problems by building resilience and hoped this would receive attention. It was an issue that needed to be monitored and felt that it would benefit from inclusion in the Corporate Plan. She referred to the underspend in Public Health and hoped that resources would be made available to support the issue.

Councillor Hibbert-Biles, Cabinet Member for Public Health & Education responded to the points made, highlighting that it was an independent report produced by the Director of Public Health. It was based on facts and within it he was only able to focus on the biggest issues. However, he listened carefully to all the recommendations and comment. In this latest report, Councillor Hibbert Biles saw an emphasis on individual responsibility for health. Prevention was a thread throughout the whole report.

During discussion Cabinet highlighted a number of aspects within the report including:

- The welcome contribution made by School Nurses in identifying and referring children with mental health issues. The increase in referrals was to be welcomed although it was recognised that this did place a pressure on services.
- The issue of loneliness and isolation and the impact this had on good health.

- The need to continue to reduce greenhouse emissions. Cabinet noted that in terms of its own buildings and activities there had been an 11% reduction over the last year and the Council would continue to actively address this issue.

**RESOLVED:** to **RECOMMEND** Council to receive the report and note its recommendations.

## **79/17 GOVERNANCE REVIEW**

(Agenda Item. 10)

On 11 July this year, Full Council agreed to ask Cabinet to work with Political Group Leaders to bring forward a plan for implementing revised political governance arrangements. The impetus was to ensure that the Council's governance arrangements are transparent, inclusive and reflect the political dynamics of the Council. The timescale envisaged for implementation of any new structures was 'as soon as practicable'.

Cabinet considered a report that set out:

- a. the potential range of outcomes - changes to the form or structure of decision making
- b. the responses from a councillor survey
- c. the setting up of a cross-party task group to work up options for Political Group Leaders and Cabinet – working within an agreed timeframe and to specific terms of reference
- d. the potential use of comparative costs and benchmarked examples

Councillor Richard Webber, Liberal Democrat Group Leader, referring to the proposed Task Group commented that their Group felt less represented than they might wish and that there should perhaps be an independent member included. He was disappointed with the 62% response from councillors to the survey and asked Group Leaders to consider why this was so. He considered that if every group was able to be heard on each committee then this could reduce the need for Group briefings.

Councillor Brighouse, Opposition Group Leader speaking in support of the recommendations and urging the introduction of a committee based system stressed that it was not about going backwards to a committee system. It was about going forward and making the Council work better for everyone. The ruling group would still have a majority on committees but there would be better opportunity to engage all 63 councillors in policy and decision making. Councillor Brighouse agreed that a committee system would reduce the duplication of Group briefings. Councillor Heathcoat, Deputy Leader, responding suggested that in the past Groups had preferred to be briefed separately and care would need to be taken to ensure group preferences were heeded.

Responding to a question from Councillor Bartholomew Councillor Brighthouse stated that the Cabinet system was not inclusive and she did think that as a Council we should be including as many members as possible in our decision making. Currently some had a bigger voice than others. Responding to the same question Councillor Webber recognised that it might be possible to come up with a hybrid system and it was important to keep an open mind.

Councillor Hudspeth in moving the recommendations commented that he did believe that there was a need to look at the existing structure to provide engagement and to look at enabling member engagement with their locality. Cabinet supported the need to consider all options. Various views were expressed that would be considered as part of the review.

Councillor Bartholomew commented that the timetable set out in Paragraph 21 and Annex 3 was unrealistic as May 2018 was not achievable. He suggested that the earliest possible date for any changes was May 2019. Cabinet members whilst accepting that the timetable may not prove possible felt that at this stage it provided a framework to ensure that work progressed. A member suggested that the proposed working group once established would determine the timescale for the work. Councillor Bartholomew proposed an amendment to delete paragraph 21 and Annex 3 relating to the indicative timetable, it was seconded and lost by 1 vote for to 7 against.

**RESOLVED:** (by 6 votes for with 2 abstentions) to:

- (a) agree that the governance review should also include a review of potential improvements to the existing arrangements, in the interests of completeness;
- (b) note the headline themes arising from the councillor survey;
- (c) agree in principle to the setting up of a Governance Review Task Group in accordance with paragraphs 16 -18 of this report;
- (d) note that Group Leaders will be asked to make appointments to a Task Group (once Cabinet has agreed to its constitution and terms of reference); and
- (e) agree that the Task Group report back to Political Group Leaders and to Cabinet with recommended options for change.

**80/17 THE OXFORDSHIRE SAFEGUARDING CHILDREN'S BOARD ANNUAL REPORT/THE PERFORMANCE AUDIT & QUALITY ASSURANCE ANNUAL REPORT AND THE CASE REVIEW & GOVERNANCE ANNUAL REPORT**

(Agenda Item. 9)

The Oxfordshire Safeguarding Children's Board's(OSCB) remit is to co-ordinate and ensure the effectiveness of what is done by each agency on the

Board for the purposes of safeguarding and promoting the welfare of children in Oxfordshire. Cabinet had before them the annual report summarising the key achievements in the last year and providing an analysis of safeguarding arrangements.

OSCB's Vice Chair Joe Kidman, Thames Valley Police, attended to present the report.

Cabinet further considered the following two associated reports:

- The Performance Audit & Quality Assurance Report; and
- The Case Review & Governance Annual Report

Councillor Jamila Begum Azad, Shadow Cabinet Member for Children & Family Services commented on a number of parents who did not get a school in their catchment area and where they had children at up to 3 different schools some over 4.5 miles from home raising safeguarding issues. Councillor Hibbert-Biles, Cabinet Member for Public Health & Education and Councillor Harrod, Cabinet Member for Children & Family Services undertook to discuss these matters with Councillor Begum Azad outside the meeting although stressing that they were not aware of any significant issues.

Councillor Liz Brighouse, Chairman of the Performance Scrutiny Committee noted that at the Committee the report had been taken alongside the Oxfordshire Safeguarding Adults Board and considering that there was some overlap felt that this would be useful for Cabinet. The Committee had also considered the missing children report and the number of unaccompanied children asylum seekers was highlighted. Although the Committee had been assured that procedures were in place they picked up on several issues including the timeliness of assessments for children. Councillor Brighouse referred to massive social worker caseloads, the difficulty with recruitment and that case management was difficult even in safeguarding.

Councillor Harrod responding to the last point advised that the position was improving but was likely to take some time.

Joe Kidman, presented the contents of the report, highlighting that the Board was comprised of the right people at the right level and attendance at the Board was excellent. The Board was assisted by the voluntary representatives and had better engagement with the young people's advocacy group. He referred to the work of the Board including work to increase their understanding of exploitation, work on mental health and their relationship with the Safeguarding Adults Board.

Tan Lea, Strategic Safeguarding Partnerships, introduced the Performance Audit & Quality Assurance Annual Report emphasising the 10 key learning points set out in the report. Lara Patel, advised Cabinet on the Senior Case

Reviews held in the last year. Responding to a query as to why the Safeguarding Adults Board Annual Report was not submitted to Cabinet explained that this had been a decision taken some while ago and could be reviewed for future years.

Councillor Stratford proposed that the reports be welcomed.

In response to a question from Councillor Gray, Cabinet Member for Local Communities querying how the Board was working with the Children's Centres Lara Patel noted that the report predated the changes and was backward looking. This work would be better represented in future reports.

During discussion Cabinet highlighted the lack of specific powers to monitor children being home taught and noted that it was an issue that needed to be resolved nationally. Joe Kidman commented that the Chairman of OSCB would be making representations nationally. Councillor Hibbert-Biles added that she too would write and it was suggested that a joint letter would be useful.

**RESOLVED:** to welcome the reports.

## 81/17 DELEGATED POWERS - OCTOBER 2017

(Agenda Item. 12)

Cabinet noted the following executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 of the Council's Constitution.

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
19 July 2017	Request for Exemption from tendering requirements under the Contract Procedure Rules - Urgent Response and Telecare Service	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules to enable a direct contract with Eldercare for a period of 7 months to allow sufficient time for a re-procurement of the Services to be completed. The value of the 7 month interim contract would be £490k – circa £70k per month.	To meet an urgent need to provide Urgent Response and Telecare Services.
22 August 2017	Request for Exemption from tendering requirements under the Contract Procedure	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules to approve a 'top up payment' for additional core costs to be paid to One Housing Group/Season Living for the new Extra Care Housing (ECH) scheme at Millcroft,	To provide an integrated service where the housing and care services are provided by one company.



	Rules - Millcroft-One Housing Group	Wallingford which is due to open in Summer 2017. The value of the contract would be £409,920 over a 4 year period (£8,540 per month).	
5 September 2017	Request for Exemption from tendering requirements under the Contract Procedure Rules - Provision of consultancy services from the Social Care Institute for Excellence (SCIE).	Approved an exemption from the tendering requirements under OCC's Contract Procedure Rules for the provision of consultancy services from the Social Care Institute for Excellence (SCIE) at a cost of £98,880 plus expenses, contingency and VAT.	There is no other provider that would be able to deliver the services required by the Council

**82/17 FORWARD PLAN AND FUTURE BUSINESS**

(Agenda Item. 13)

The Cabinet considered a list of items for the immediately forthcoming meetings of the Cabinet and noted the addition of an item on the Transitions Fund.

**RESOLVED:** to note the items currently identified for forthcoming meetings.

..... in the Chair

Date of signing .....