

## **CABINET**

**MINUTES** of the meeting held on Tuesday, 21 November 2023 commencing at 2.00 pm and finishing at 3.05pm

**Present:**

**Voting Members:** Councillor Liz Leffman – in the Chair  
Councillor Dr Pete Sudbury (Deputy Chair)  
Councillor Tim Bearder  
Councillor Neil Fawcett  
Councillor Andrew Gant  
Councillor Kate Gregory  
Councillor John Howson  
Councillor Dan Levy  
Councillor Dr Nathan Ley  
Councillor Judy Roberts

**Other Members in Attendance:**

Councillors David Bartholomew, Donna Ford and Eddie Reeves

**Officers:**

Whole of meeting Martin Reeves (Chief Executive), Stephen Chandler, Executive Director (People, Transformation and Performance, Lorna Baxter (Director of Finance), Anita Bradley (Director of Law & Governance and Monitoring Officer), Ansa Azhar (Corporate Director Public Health & Community Safety), Bill Cotton (Corporate Director Environment & Place) Anne Coyle (Interim Corporate Director of Children's Services), Karen Fuller (Interim Corporate Director Adult Social Care), Chris Reynolds (Committee Officer)

*The Cabinet 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.*

### **136/23 APOLOGIES FOR ABSENCE**

(Agenda Item. 1)

There were none received.

### **137/23 MINUTES**

(Agenda Item. 3)

The minutes of the meeting held on 17 October 2023 were approved and signed as a correct record by the Chair.

### **138/23 QUESTIONS FROM COUNTY COUNCILLORS**

(Agenda Item. 4)

See annex.

### **139/23 PETITIONS AND PUBLIC ADDRESS**

(Agenda Item. 5)

12 Business Management and Monitoring Report  
Cllr Eddie Reeves

13 Capital Programme Approvals  
Robin Tucker

### **140/23 APPOINTMENTS**

(Agenda Item. 6)

Cabinet noted the following appointments:-

Future Oxfordshire Partnership Infrastructure Advisory Group:

Councillor Judy Roberts as OCC representative.  
Councillor Andrew Gant as substitute.

Schools Organisation Stakeholder Group

Councillor Andy Graham to fill a vacancy

### **141/23 REPORTS FROM SCRUTINY COMMITTEES**

(Agenda Item. 7)

There were no reports from Scrutiny Committees at this meeting.

### **142/23 CARE HOMES PURCHASING FRAMEWORK**

(Agenda Item. 8)

Cabinet had before it a report recommending that the Council approved the principle of entering into an integrated care homes purchasing framework with the Buckinghamshire, Oxfordshire, and Berkshire West Integrated Care Board (ICB).

The purchasing framework would source residential and nursing home beds for over 18-year-olds in Oxfordshire and within a 10-mile radius of the County boundary. This would cover adults who had been assessed as eligible under either the Care Act 2014 or under the NHS Continuing Health Care (CHC)

Framework and who require a care home placement to meet their care needs.

Councillor Tim Bearder, Cabinet Member for Adult Social Care, presented the report and explained the background to the proposals. He said that a further key decision on the contractual arrangements would be required when the financial arrangements and other details had been finalised.

The Chair welcomed the proposals and, in particular, the integration with the Council's health care partners that had been developed.

The Corporate Director for Adult Services then answered a number of questions on the framework agreement which would be introduced.

The Executive Director People, Transformation and Performance referred to two recent reports, one of which had cited Oxfordshire as the best performing authority in the South-East of England for availability of home care and the other which had given two examples of best practice in Oxfordshire in dealing with patients being discharged from hospital.

Councillor Bearder moved and Councillor Levy seconded the recommendations and they were approved.

**RESOLVED to approve:-**

- a) **the new care home banding model and note the engagement of the market and partners in its development.**
- b) **the implementation of an integrated purchasing framework with the Buckinghamshire, Oxfordshire, and Berkshire West Integrated Care Board and to implement the new Care Home Banding model.**
- c) **the revision of the s75 NHS 2006 agreement with the ICB to support implementation of the model and to delegate authority to agree further amendments to this agreement to the Corporate Director of Adult Social Care in consultation with the Director of Law and Governance.**

## **143/23 BUSINESS SERVICES TRANSFORMATION PROGRAMME BUSINESS REFOCUS**

(Agenda Item. 9)

Cabinet had before it a report providing an update on the progress of the Business Services Transformation Programme and sought approval for a proposal to refocus, deliver improvements to existing human resources (HR), finance, payroll and procurement functions and processes and remain with Hampshire County Council's Integrated Business Centre (IBC).

This report also sought approval for the repurposing of £1.23m of the existing Cabinet approved £1.57m programme funding for delivery of the programme to date and to plan and deliver an Improvement Stage. The £1.57m was previously agreed at Cabinet in April 2023 for programme resources to prepare detailed requirements for a transformation and procurement process.

Councillor Neil Fawcett, Cabinet Member for Community & Corporate Services, presented the report and explained the background to the proposals. He referred, in particular, to the improvements which the Council aimed to achieve including increased productivity and the quality of financial and people management data across the organisation,

Councillor Fawcett moved and Councillor Sudbury seconded the recommendations, and they were approved.

### **RESOLVED to approve:-**

- a) the refocusing of the programme on the delivery of improvements to existing human resources, finance, payroll and procurement functions and processes.**
- b) that the programme does not progress the development of detailed requirements and a full business case to review delivery options for corporate support services and underpinning technology.**
- c) the repurposing £1.23m of the existing approved £1.57m programme funding to deliver the refocused programme and return the remaining £345k to the Transformation Reserve.**

## **144/23 TREASURY MANAGEMENT MID TERM REVIEW 2023/24**

(Agenda Item. 10)

Cabinet considered a report on the Council's Treasury Management performance for the first half of the year (1 April to 30 September 2023) measured against the budget agreed by Council in February 2023.

The activities covered the management of the organisation's borrowing, investments and cash flows, including its banking, money market and capital market transactions, the effective control of the risks associated with those activities, and the pursuit of optimum performance consistent with those risks.

The Chair referred to two corrections to the report:-

Line 12 stated "8 LOBO loans totalling £45m", but it should have read "8 LOBO loans totalling £40m

Paragraph 5, total debt was £297m not £302m as stated in the report

Councillor Dan Levy, Cabinet Member for Finance, presented the report and welcomed the Council's performance in treasury management illustrated in the report.

The Chair expressed thanks to the officers in Treasury Management for their hard work.

**RESOLVED to note the Council's treasury management activity in the first half of 2023/24 and recommend Council to note the Council's treasury management activity in the first half of 2023/24.**

## **145/23 BUDGET & BUSINESS PLANNING REPORT - 2024/25 - NOVEMBER 2023**

(Agenda Item. 11)

Cabinet had before it a report setting out the current pressures affecting the Council's directorates which would need to be considered as part of the Budget and Business Planning process for 2024/25 and the approach to required budget savings. Cabinet referred, in particular, to the measures being taken to address the current overspend in budgets within Children's Services.

Detailed revenue savings and capital proposals would be considered by the Performance and Corporate Services Overview and Scrutiny Committee on 8 December 2023 along with any updates on funding following the Government's Autumn Statement.

Updates to funding and any changes to proposals known by the end of December 2023 would be published on 11 January 2024 and considered by Performance and Corporate Services Overview and Scrutiny Committee on 19 January 2024. Comments from scrutiny as well as feedback from the public engagement and consultation exercise would be considered by Cabinet ahead of proposing their budget on 30 January 2024.

Councillor Dan Levy, Cabinet Member for Finance, presented the report.

During discussion, members referred to the current pressures on specific budgets, including Home to School transport, and the need to identify savings to compensate for these.

Councillor Levy moved and Councillor Ley seconded the recommendations, and they were approved.

**RESOLVED to endorse:-**

- a) the report and note the directorate pressures that will need to be considered as part of the Budget & Business Planning Process.**
- b) the approach to savings that will be developed further through the Budget & Business Planning Process**

## **146/23 BUSINESS MANAGEMENT & MONITORING REPORT - AUGUST/SEPTEMBER 2023**

(Agenda Item. 12)

Cabinet considered a report presenting the September 2023 performance, risk, and finance position for the council. The business management reports were part of a suite of performance, risk and budget documents which set out the council's ambitions, priorities, and financial performance.

Councillor Eddie Reeves, Chair of the Performance and Corporate Services Overview and Scrutiny Committee, addressed the Cabinet and asked for details of the measures being taken to address the projected overspend in budgets in Children's Services

Councillor John Howson, Cabinet Member for Children, Education and Young People's Services, explained the background to the issues and the measures being taken to address the budget position in Children's Services and for school transport and placement costs in particular.

Councillor Dan Levy, Cabinet Member for Finance, presented the report.

Cabinet welcomed, in particular, the reduction of the percentage of children in residential care in the County.

Councillor Levy moved and Councillor Howson seconded the recommendations, and they were approved.

**RESOLVED to:-**

- a) note the report and annexes.**
- b) approve the virements in Annex 2a.**

- c) approve the write off of five Adult Social Care contribution debts totaling £0.142m.**
- d) approve the Supplementary Estimate request of £0.2m to fund the deficit balance for a school converting to academy status during 2023/24.**

## **147/23 CAPITAL PROGRAMME APPROVALS - NOVEMBER 2023**

(Agenda Item. 13)

Cabinet had before it a report setting out requests for changes to the Capital Programme requiring Cabinet approval that will be incorporated into the agreed programme and included in the next quarterly update to the Capital Programme in December 2023.

Robin Tucker addressed the Cabinet and expressed concern about the lack of consultation with local communities on the Active Travel bid for Government funding.

Councillor Andrew Gant, Cabinet Member for Transport Management, expressed appreciation for the contribution made by local stakeholders on the issues concerning Active Travel. He said that the Council took the need for co-production and consultation very seriously which was demonstrated by the participation by stakeholders in a number of workstreams. Councillor Gant referred to the complex process and timescales for bids for Government funding which, in many cases, resulted in bids having to be submitted at very short notice.

During discussion, members also welcomed the progress on the Didcot Northern Perimeter Road Scheme.

Councillor Levy moved, and Councillor Gant seconded the recommendations, and they were approved.

### **RESOLVED to:**

- a) approve £2.1m as a development budget to progress the design phase for the 'Didcot Northern Perimeter Road Scheme 3', a scheme already in the capital programme.**
- b) approve the submission of a bid to Active Travel England for an indicative funding amount of £2.38m for several defined active travel schemes.**

**148/23 FORWARD PLAN AND FUTURE BUSINESS**

(Agenda Item. 14)

The Cabinet considered a list of items for the immediately forthcoming meetings of the Cabinet together with changes and additions set out in the schedule of addenda.

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

**149/23 FOR INFORMATION ONLY: CABINET RESPONSES TO SCRUTINY ITEMS**

(Agenda Item. 15)

Cabinet noted the following responses to Scrutiny reports:-

Oxford United Football Club  
Workforce Data  
Workforce Strategy

.....in the Chair

Date of signing .....



## ITEM 4 – QUESTIONS FROM COUNTY COUNCILLORS

Questions	Cabinet Member
<p><b>1. COUNCILLOR MARK CHERRY</b></p> <p>A few months ago electric, conduit polls were installed at the following bus shelter locations:-</p> <p><b>Chepstow Gardens Towards Bradley Arcade (340003156CNR)</b></p> <p><b>Bradley Arcade Towards Banbury Town Centre (340001388OPP)</b></p> <p>Will the cabinet member for highways management inform myself as local councillor for Banbury Ruscote when the real time ready display will be installed on the two polls and be operational please.?</p>	<p><b>COUNCILLOR ANDREW GANT, CABINET MEMBER FOR TRANSPORT MANAGEMENT</b></p> <p>I have been informed that the displays have been installed last week.</p>

Questions	Cabinet Member
<p><b>2. COUNCILLOR CHARLIE HICKS</b></p> <p>It is welcome to see that Council are applying for more funding from Active Travel England. Please can Cabinet the Cabinet Member outline the process that has been undertaken by Cabinet Members and/or Officers to-date to choose the schemes in the bid ATF4 Extended Opportunity bid? Does the Council have a ready-made prioritised pipeline of active travel schemes that can be allocated for bids when opportunities arise from Central Government, and if so, what is the status of this active travel pipeline of schemes, and how can councillors scrutinise this pipeline?</p>	<p><b>COUNCILLOR ANDREW GANT, CABINET MEMBER FOR TRANSPORT MANAGEMENT</b></p> <p>The original Active travel 4 bid submitted by OCC in February 2023 was unsuccessful in securing funding against competitive bids from other councils.</p> <p>However, since the original submission ATE have extended the bid opportunity to those councils that were unsuccessful in the original bid and for those schemes that were within the original indicative allowance.</p> <p>The deadline for this submission is the 27th November 2023, with a decision due January 2024. Successful bids should expect funding in March 2024.</p> <p>The guidelines from ATE for the Active travel 4 extension are similar to the original AT4 principles.</p> <p>ATE have stated that the indicative available funding for OCC is set at £2,384,163 and is for those schemes that were included within the original indicative allocations for Oxford.</p>

Questions	Cabinet Member
	<p>This means that the schemes that are applicable for resubmission have been set by ATE based on the original submission as :-</p> <ul style="list-style-type: none"> <li>• Abingdon National cycle network 5 (NCN5) Missing Link – ATE ref01052</li> <li>• Provision of secure cycle parking to support staff travels to Oxfordshire Hospitals – ATE Ref 01053</li> <li>• School Streets Programme – ATE Ref 01054</li> <li>• Witney – Madley Park Path improvements – ATE Ref 01055</li> <li>• Oxford Parks Road Quietway – ATE Ref 01056</li> </ul> <p>A series of meetings have been taken with ATE to discuss why the original bid submissions may have been unsuccessful, and to ascertain what information, changes or additions may be necessary to the schemes for the re-submission.</p> <p>Based on these conversations, the scheme owners within OCC have been working up the necessary information, changes or additions required by ATE. With a target of Wednesday 22nd November to have all the necessary information available.</p> <p>The proposed scheme list was discussed at the Pipeline Board Monday 13th November.</p> <p>The now prioritised list does not include Oxford Parks road Road</p>

Questions	Cabinet Member
	<p>Quietway. This is due to two reasons. Firstly, the delivery timescales not being acceptable before the installation of the Traffic filter trial, and that the trial may necessitate some scheme modification. Secondly that the requirement derived from the ATE conversations necessitate some design work and modification to the scheme that would have increased costs over the available threshold. Whilst match funding could possibly accommodate the cost increase, it was felt the delivery issue would best be solved after the traffic filter installation and any redesign could then accommodate any behavioural changes required within the scheme. This scheme could be picked up as a priority in subsequent AT5 bids</p> <p>The funding originally allocated to parks road scheme will be utilised by the school streets programme, with additional entranceways, or potentially another school street under consideration.</p> <p>The Prioritised list is scheduled for further discussion at the Active travel Board on the 21st November for final submission decision. The Strategic Capital Programme board (SCB) agreed on 5th October that as this was a re-submission there is no need to re-submit to SCB.</p> <p>The schemes therefore that are to be submitted in the bid with their current anticipated costs (pending ratification next week) are therefore as follows :-</p>

Questions	Cabinet Member	
	Scheme Name	Costs
	Abingdon National cycle Network 5 (NCN5) Missing link	£ 1,401,679
	Provision of secure cycle parking to support staff travel to Oxfordshire Hospitals	£ 100,000
	School streets Programme	£ 403,251
	Witney – Madley Park Path Improvements	£ 479,233
	TOTAL	£ 2,384,163
	<p>A brief to the PH will be forwarded after the Active Travel board on the 21st.</p>	
<p><b>3. COUNCILLOR STEFAN GAWRYSIAK</b></p> <p>Short Stay Hub beds are being reduced from 97 to 63 in December. The 7 Beds in Henley at Chiltern Court are being axed without consultation with GP's and the community. Can you please supply me with the location of</p>	<p><b>COUNCILLOR TIM BEARDER, CABINET MEMBER FOR ADULT SOCIAL CARE</b></p> <p>This question relates to the joint strategy - between Oxfordshire County Council and Buckinghamshire, Oxfordshire and Berkshire West's Integrated Care Board's - to support more people in the</p>	

<p><b>Questions</b></p>	<p><b>Cabinet Member</b></p>
<p>the 63, explain why has there been no consultation and why is there no provision of SSHB in South Oxfordshire?"</p>	<p>comfort of their own home after a stay in hospital and therefore reducing the number of short stay hub beds needed in Oxfordshire.</p> <p>Short stay hub beds are contracted by the council and support people after a stay in hospital for a maximum length of about two weeks. They should not be confused with beds in settings like community hospitals, where medical care is offered. There is no need to consult on the decision to reduce our reliance on these facilities.</p> <p>There are no plans to source any more short stay hub beds. The initial procurement was done based on market factors rather than geography. Oxfordshire residents may be supported in any hub bed in the county, not necessarily the one closest to them.</p> <p>Oxfordshire County Council and Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board are committed to providing the best possible outcomes for residents and ensuring the right resources are focused on a Home First approach – that is enabling more people to regain their independence after a stay in hospital by supporting them to return home to familiar surroundings as soon as possible.</p> <p>With fewer short stay hub beds needed, we are able to redirect our resources to support this approach.</p> <p>Each week more than 30,300 hours of home care is provided for</p>

<b>Questions</b>	<b>Cabinet Member</b>
	<p>people in the county, which represents a 19 per cent increase in the last 16 months. Our joint strategy will see this upward trend continue and we have capacity within our care provider framework to support this.</p> <p>63 short stay hub beds will still be in operation this winter at Chacombe Park care home; Henry Cornish House; Albany care home (Headington); Isis; and The Close (near Abingdon).</p>