



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 20 October 2015 at 2.00 pm

County Hall, Oxford, OX1 1ND

Peter Clark
Head of Paid Service

October 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 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: 10 November 2015

County Hall, New Road, Oxford, OX1 1ND

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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 (Pages 1 - 12)

To approve the minutes of the meeting held on 15 September 2015 (**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. 2015/16 Financial Monitoring & Business Strategy Delivery Report - August 2015 (Pages 13 - 82)

Cabinet Member: Finance

Forward Plan Ref: 2015/042

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

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

This report focuses 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 August 2015. Capital Programme monitoring and update is included at Part 3 and Part 4 sets out a change to Fees and Charges.

The Cabinet is RECOMMENDED to:

- (a) note the report;**
- (b) approve the virement requests set out in Annex 2a;**
- (c) Recommend Council to approve:-**
 - i. the virement in respect of the unringfenced grant received by the Council relating to the closure of the Independent Living Fund as set out in paragraph 34;**
 - ii. the transfer £2m from Public Health reserves to the Children's Homes Capital Project as set out in paragraph 66;**
- (d) approve the bad debt write off as set out in paragraph 59;**
- (e) note the Treasury Management lending list at Annex 4;**
- (f) approve the fees and charges as set out in Part 4 and Annex 7a;**
- (g) approve the updated capital programme in Annex 9 (changes to the Capital Programme set out in Annex 8c);**
- (h) approve the inclusion in the capital programme of :**
 - i. £1.3m adult social care capital grant to fund the adult social care management system in the capital programme;**
 - ii. £2.4m Disabled Facilities Grant which will be pass ported to District Councils;**
 - iii. an increase in budget of £0.4m for Frideswide Square;**
 - iv. £5m increase in the Broadband programme reflecting contributions from District Councils and the Local Enterprise Partnership.**

7. Devolution (Pages 83 - 110)

Cabinet Member: Leader

Forward Plan Ref: 2015/099

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

Report by Leader of the Council (**CA7**).

To consider the expression of interest for devolution to Oxfordshire that was submitted to government on 4 September and refer this report on to Council on 3 November for a full debate.

Cabinet are asked to:

- (a) note the current position in discussions regarding devolution of powers to Oxfordshire, as set out in this paper; and**
- (b) agree that a debate should be held at full council on 3 November on this issue in order to understand all members' views.**

8. **Townlands Community Hospital - A New Model for Health and Care in the Henley-on-Thames area (Pages 111 - 116)**

Cabinet Member: Adult Social Care

Forward Plan Ref: 2015/089

Contact: Kate Terroni, Deputy Director – Joint Commissioning Tel: (01865) 815792

Report by Director for Adult Social Care (**CA8**).

This report outlines the future model of health and care being established in the Henley-on-Thames area, including the plans for the new Townlands Hospital, which was agreed at the Oxfordshire Clinical Commissioning Group Governing Body on 24 September 2015.

The Cabinet is recommended to note the intentions of the Clinical Commissioning Group and the potential implications for the County council.

9. **Learning Disability Health Provision (Pages 117 - 142)**

Cabinet Member: Adult Social Care

Forward Plan Ref: 2015/051

Contact: Benedict Leigh, Strategic Commissioner Adults Tel: (01865) 323584

Report by Director for Adult Social Services (**CA9**).

To seek a decision in respect of the current contract for learning disability health services.

The Big Plan was approved by Oxfordshire County Council Cabinet on 17 March 2015 and by Oxfordshire Clinical Commissioning Governing Body on 27 March 2015. The final version of this plan, incorporating changes as agreed at Oxfordshire County Council Cabinet and Oxfordshire Clinical Commissioning Group, is attached as Annex 1.

The Big Plan proposes significant changes to the way we provide healthcare to people with learning disabilities. Since the Big Plan was approved, commissioners have been working through a number of suggestions and comments from people with learning disabilities, families, GPs and providers.

In the light of this feedback Oxfordshire County Council and Oxfordshire Clinical Commissioning Group have decided to review both the timetable and approach to the implementation of the Big Plan.

Cabinet is:

- (a) ***RECOMMENDED to approve the Learning Disability Strategy for Oxfordshire;***
- (b) ***ASKED to note the extension of Southern Health NHS Foundation Trust's contract for health services with Oxfordshire County Council***

- (c) **RECOMMENDED to approve the transfer of the contract for Learning Disability health services to Oxfordshire Clinical Commissioning Group as soon as an acceptable contract has been agreed.**

10. Adult Social Care - Workforce Development Strategy (Pages 143 - 148)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2015/100

Contact: Kate Terroni, Deputy Director – Joint Commissioning Tel: (01865) 815792

Report by Director for Adult Social Care (**CA10**).

To seek approval for the Adult Social Care Workforce Strategy.

The Adult Social Care sector in Oxfordshire is facing significant challenges with workforce capacity and capability, arising from growing demand for care and support and the increasing complexity of care and support needs.

Modelling by the Council has established that the county's social care workforce needs to grow by up to 750 every year for the next 10 years just to keep pace with the growing numbers of people requiring care.

To address the longer term workforce issues, Oxfordshire County Council worked with stakeholders during 2014/15 to develop and produce the Oxfordshire Adult Social Care Workforce Strategy 2015/18 and draft implementation plan.

The purpose of the Workforce Strategy is to build the capacity and capability of the workforce and the implementation plan outlines practical steps to achieve this.

Cabinet is recommended to:

- (a) ***endorse the Adult Social Care Workforce Strategy 2015 to 2018.***
- (b) ***commit to implementing the strategy delivery plan.***
- (c) ***request regular progress reports from the Director of Adult Social Care on progress in implementing the strategy and towards achievement of its objectives and targets.***

11. Information and Advice - Strategy and Procurement Plan (Pages 149 - 182)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2015/052

Contact: Benedict Leigh, Strategic Commissioner – Adults Tel: (01865) 323584

Report by Director for Adult Social Services (**CA11**).

The information and advice strategy has been developed in response to the

requirements in the Care Act 2014 for local authorities to provide information and advice relating to care and support issues for adults and carers.

The strategy sets out the council's strategic and commissioning intentions for this area of work whilst ensuring that the financial resources available for the provision of information and advice are used effectively so that the council is able to meet its statutory obligations.

Cabinet is

- (a) RECOMMENDED to approve the Information and Advice Strategy; and**
- (b) Subject to the approval of the Information and Advice Strategy (above) Cabinet is RECOMMENDED to approve the plan for the procurement of a specialist advice service for Oxfordshire.**

12. New Arrangements for the Delivery of Education Support and Engagement with Schools in Oxfordshire in Response to Future National and Local Challenges (Pages 183 - 204)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2014/175

Contact: Rebecca Matthews, Interim Deputy Director – Education & Early Intervention
Tel: (01865) 815125

Report by Director for Children's Services (**CA12**).

The growth of school autonomy has triggered a debate about the role of local authorities and the conditions necessary to encourage and sustain a self-improving system. This paper argues that there is still significant strategic value in retaining in-house school improvement services.

The Corporate Plan 2015-18, A Thriving Oxfordshire, states that the Council 'has a crucial leadership role in ensuring there is a diverse supply of strong schools for the county's children and a key role in continuing to improve educational attainment in the county.'

Oxfordshire's Children and Young People's Plan 2015-18 wants Oxfordshire to be 'the best place in England for children and young people to grow up in, by working with every child and young person to develop the skills, confidence and opportunities they need to achieve their full potential.'

The plans set out in this paper reinforce the Council's aim for strong schools, which provide children and young people with appropriate knowledge, skills and understanding, which will be fundamental to the future of a thriving Oxfordshire. An in-house service, able to trade with all schools and settings to ensure its future viability, will provide the Council the opportunity to continue to improve educational standards for all.

While schools can, and do, receive support services from a variety of sources, the Council would be well placed to continue to have in-house capacity to achieve the

corporate aims and targets. The proposals in this report will provide for an integrated approach across health, social care, safeguarding and post 16 education and training. It will also enable a more integrated and bespoke approach for the future, to address whatever particular pressures or concerns face the county.

Cabinet is RECOMMENDED To:

- (a) approve, in principle, the creation of a ring-fenced trading service for Schools and Learning, trading with third parties and to allow for further developmental work and consultation with key stakeholders; and***
- (b) endorse the proposal to reconfigure the remaining services into a streamlined and integrated Central School Support Portfolio comprising the remaining non-delegable functions.***

13. Academies Programme 2015-2020 : Strategic Groupings of Schools
(Pages 205 - 216)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2015/065

Contact: Allyson Milward, Academies Manager Tel: (01865) 816447

Report by Director for Children's Services (**CA13**).

The Council has a strong track record of supporting schools to become academies: by December four out of five secondary schools and over a quarter of primary schools will have converted. To avoid the risks associated with fragmentation and isolation, particularly of small rural primary schools, it is proposed that the Council adopt a more assertive policy of actively encouraging the incorporation of the remaining maintained schools into sustainable formal collaborative groupings, primarily through the Multi Academy Trust model but also through the extension of the 'collaborative company' model and the pooling of more resources and responsibilities."

The following paper sets out the current position in the County and strategic implications for the programme following the publication of a new programme of legislative change by the new Government.

The Cabinet is RECOMMENDED to

- (a) Adopt the principles set out at paragraph 24 of the 'Strategic Implications for Academies Programme' section above.***
- (b) Adopt a more assertive policy in identifying appropriate sponsors for schools required to convert to academy status.***
- (c) Promote appropriate groupings to form new Multi Academy Trusts and encourage the growth of existing Multi Academy Trusts based in the county.***
- (d) Further develop and promote the collaborative company model, both to incorporate more schools in these and to extend the scope of their pooling***

of resources and responsibility and

- (e) **Use collaborative companies as a 'stepping stone' to the formation of Multi Academy Trusts.**

14. Cabinet Business Monitoring Report for Quarter 1 - 2015/16 (Pages 217 - 230)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2015/043

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

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

This paper provides details of performance for quarter one 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. Delegated Powers

Cabinet Member: Leader

Forward Plan Ref: 2015/083

Contact: Sue Whitehead, Principal Committee Officer Tel: (01865) 810262

Report by Head of Law & Culture (**CA15**).

To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 of the Council's Constitution – Paragraph 6.3(c)(i). It is not for scrutiny call in

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
28 July 2015	Provision of Employment Services for people with learning disabilities	Approved an exemption from the full tendering requirements of the Council's Contract Procedure Rules in respect of a 5 month contract (value of £123,000) with Mencap, the existing provider, for the provision	To ensure continuity of service provision while the new service is being procured.

		of employment services for people with learning disabilities	
1 October 2015	Award of a contract for the sale of land to provide supported housing units	Approved an exemption from the pre-qualification stage as required under the Contract Procedure Rule 13 (sale value of land £623,095) for Advance Housing and Support Limited to provide supported housing units.	To enable the development of supported housing which shall be subject to nomination rights which benefit the Council. Advance will also use the Property to build some residential housing. .

16. Forward Plan and Future Business (Pages 231 - 232)

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 **CA16**. 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.

17. Exempt Item

In the event that any Member or Officer wishes to discuss the information set out in the Annex to Item 18, 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 ANNEXES TO THE ITEM NAMED HAVE 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.

18. Aureus School (Great Western Park Secondary), Didcot (Pages 233 - 244)

Cabinet Member: Leader

Forward Plan Ref: 2015/063

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

Report by Deputy Director for Environment & Economy – Commercial & Delivery **(CA18)**.

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 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

Request for delegation 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.

Didcot is planned to grow by c10,000 homes over the next 20 to 25 years. As part of this growth the Great Western Park (GWP) housing development has already provided c1,000 dwellings and is expected to accommodate c of these homes.. The GWP development generates the need for two new primary schools (in addition to the expansion of a neighbouring school) and one secondary school (in addition to part of the need for the UTC secondary facility which is underway at the site) to ensure that the council has a sufficient supply of school places to meet the demand from local

families. The first new primary school will open in September 2016, followed by the secondary school in 2017 and then the second new primary in 2018.

This report is concerned with the secondary school (Aureus School) which is required by September 2017 and will be an 11-16 co-educational facility providing 1,200 places. This scheme has been procured from the EFA Contractors Framework via a Future Schools Agreement as the secondary school was cited as one of 4 non-sample schools when Oxfordshire UTC was procured.

The S106 requires the developer to transfer to the County Council a school site on receipt of 6 months notice from the County Council. This notice was issued to the developer on 5 April 2015 and it is anticipated that the land transfer will have taken place on 4 October 2015.

A full planning application was submitted in June 2015 and this was considered and determined as a delegated decision on 30 September 2015.

This report is being submitted for Cabinet to enable the project to contractually commit with a capital budget provision of £21.671m to support the programme delivery timeframe to allow the school to open for September 2017.

The Cabinet is RECOMMENDED to:

(b) approve the Full Business Case for the proposed Aureus Secondary School at Great Western Park, Didcot

(or)

(b) in the event that the approval of the planning application for the secondary school and the completion of the land transfer has yet to take place, delegate to the Chief Finance Officer and Director for Environment & Economy in consultation with the Leader the authority to approve the Full Business Case; and

(c) delegate to the Chief Finance Officer and Director for Environment & Economy in consultation with the Leader the authority to award the Design & Build contract.
