



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 19 December 2017 at 2.00 pm

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

Peter Clark
Chief Executive

December 2017

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 |
| Steve Harrod | Cabinet Member for Children & Family Services |
| Lorraine Lindsay-Gale | Cabinet Member for Property & Cultural Services |
| Yvonne Constance OBE | Cabinet Member for Environment |
| David Bartholomew | Cabinet Member for Finance |
| Hilary Hibbert-Biles | Cabinet Member for Public Health & Education |
| Mark Gray | Cabinet Member for Local Communities |

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Friday 29 December 2017 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: 23 January 2018

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

List of Disclosable Pecuniary Interests:

Employment (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines.

<http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Glenn Watson on **07776 997946** or glenn.watson@oxfordshire.gov.uk for a hard copy of the document.

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note opposite

3. Minutes (Pages 1 - 10)

To approve the minutes of the meeting held on 28 November 2017 (**CA3**) and to receive information arising from them.

4. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

5. Petitions and Public Address

6. 2017/18 Financial Monitoring & Business Strategy Delivery Report - October 2017 (Pages 11 - 58)

Cabinet Member: Finance

Forward Plan Ref: 2017/081

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

Tel: 07584 909518

Report by Director of Finance (**CA6**).

The report is the third financial monitoring report for 2017/18 and focuses on the delivery of the 2017/18 budget based on projections at the end of October 2017. Parts 1 and 2 include projections for revenue, reserves and balances. Capital Programme monitoring and update is included at Part 3.

The Cabinet is RECOMMENDED 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 37 to 40;**
- (e) note the Treasury Management lending list at Annex 3;**
- (f) approve the updated Capital Programme at Annex 7 and the associated changes to the programme in Annex 6c;**
- (g) approve the contractual commitment for construction of the new Secondary School in South West Bicester, with a total budget of £16.0m;**
- (h) delegate to the Director of Finance and Strategic Director for Communities in consultation with the Leader of the Council to approve the stage 2 Full Business Case and the award of the construction contract for the new Secondary School in South West Bicester;**
- (i) approve the total project budget of £15.8m, including the release of £4.2m towards the delivery of the slip road at A34/A4183 junction at Lodge Hill; and**
- (j) approve an increase in the capital programme to reflect the budget for the master site plans for Drayton and Deddington Depots to £4.5m and delegate authority to the Director of Finance on the funding option to support the capital investment.**

7. Service & Resource Planning Report - 2018/19 - December 2017 (Pages 59 - 162)

Cabinet Member: Finance

Forward Plan Ref: 2017/082

Contact: Katy Jurczynszyn, Strategic Finance Manager (Finance, Strategy & Monitoring)
Tel: 07584 909518

Report by Director of Finance (CA7).

The report is the second in the series on the Service & Resource Planning process for 2018/19 which will culminate in Council setting a budget for 2018/19 and a medium term financial plan to 2021/22 in February 2018. The report sets out the:

- new financial strategy principles;
- new improvements and investments plus pressures and savings for 2018/19 and the medium term;
- key announcements of the Autumn Budget announced on 22 November 2017;
- review of charges for 2018/19; and
- capital programme portfolios for 2018/19 to 2027/28.

Cabinet is RECOMMENDED to take the issues set out in the report into consideration in forming their proposed budget for 2018/19, Medium Term Financial Plan to 2021/22 and Capital Programme to 2027/28.

8. **Oxfordshire Minerals and Waste Development Scheme 2017 (Pages 163 - 200)**

Cabinet Member: Environment

Forward Plan Ref: 2017/130

Contact: Peter Day, Minerals and Waste Policy Team Leader Tel (01865) 815544

Report by Director for Planning & Place (**CA8**).

The County Council must prepare and maintain a Minerals and Waste Development Scheme, setting out the programme for production of the Minerals and Waste Local Plan. The original Oxfordshire Minerals and Waste Development Scheme came into effect in May 2005 and a number of revisions have been made since then, most recently in February 2016. Part 1 of the Plan, the Core Strategy was adopted in September 2017 but the prolonged examination of that plan has delayed commencement of work on Part 2 of the Plan - the Site Allocations. The timetable for preparation of the Site Allocations plan in the most recent revision of the Development Scheme is therefore now out of date. A further revision of the Development Scheme is therefore now required.

The revised programme for the Site Allocations plan shows work having commenced in September 2017; consultation on site options in June 2018; consultation on a draft plan in January 2019; publication in September and submission for examination in December 2019; and the plan being adopted by the Council by November 2020.

The Cabinet is RECOMMENDED to

- (a) approve the Oxfordshire Minerals and Waste Development Scheme (Eighth Revision) 2017 at Annex 1, subject to final detailed amendment and editing, to have effect from 8 January 2018;***
- (b) authorise the Director for Planning & Place to:***
 - (i) carry out any final detailed amendment and editing of the Oxfordshire Minerals and Waste Development Scheme that may be necessary, in consultation with the Cabinet Member for Environment;***
 - (ii) take the necessary steps to bring the revised Scheme into effect from 8 January 2018 and publish the revised Scheme, in accordance with Sections 15 and 16 of the Planning and Compulsory Purchase Act 2004 (as amended).***

9. **Oxfordshire Local Aggregate Assessment 2017 (Pages 201 - 296)**

Cabinet Member: Environment

Forward Plan Ref: 2017/129

Contact: Peter Day, Minerals and Waste Policy Team Leader Tel: (01865) 815544

Report by Director for Planning & Place (**CA9**).

Government planning policy in the NPPF requires the County Council to prepare an annual Local Aggregate Assessment (LAA). The LAA establishes the amount of provision for mineral working that should be made in the Minerals and Waste Local Plan and it can also be a material consideration in the determination of planning applications for mineral working. The current LAA 2014 was approved by the Cabinet in November 2014. It set provision levels for sharp sand and gravel and crushed rock higher than the 10 year sale average. It provides the basis for the levels of provision for mineral supply in policy M2 of the Core Strategy (Part 1 of the Minerals and Waste Local Plan) which was adopted in September 2017.

Updated information on sales and reserves of aggregates in Oxfordshire, for 2014, 2015 and 2016, is now available. Following the adoption of the Core Strategy, a revised LAA should now be produced, taking into account this more up to date information.

Sales of sharp sand and gravel increased in 2014 and 2015 but fell back in 2016, and there was a further fall in the 10 year sales average. Sales of soft sand and crushed rock increased above the LAA 2014 provision levels. Notwithstanding this new information, it is considered that the approach and methodology used in the LAA 2014 continues to be robust and defensible and that the resultant analysis and conclusions continue to hold; and that the provision levels in the LAA 2014 continue to be appropriate and should be carried forward in the revised LAA 2017. It is considered to be too early in the monitoring period for the Core Strategy to change the LAA provision levels. A revised draft LAA 2017 is put forward on this basis.

The Cabinet is RECOMMENDED to

- (a) approve the Oxfordshire Local Aggregate Assessment 2017 at Annex 1 for use as the basis for provision for mineral working in the Oxfordshire Minerals and Waste Local Plan and for calculating the Oxfordshire landbank;***
- (b) authorise the Director for Planning and Place in consultation with the Cabinet Member for Environment to make any necessary minor corrections and amendments and publish the Oxfordshire Local Aggregate Assessment 2017 on the Council website.***

10. Forward Plan and Future Business (Pages 297 - 300)

Cabinet Member: All

Contact Officer: Sue Whitehead, Committee Services Manager Tel: 07393 001213

The Cabinet Procedure Rules provide that the business of each meeting at the Cabinet is to include “updating of the Forward Plan and proposals for business to be conducted at the following meeting”. Items from the Forward Plan for the immediately forthcoming meetings of the Cabinet appear in the Schedule at **CA10**. This includes any updated information relating to the business for those meetings that has already been identified for inclusion in the next Forward Plan update.

The Schedule is for noting, but Cabinet Members may also wish to take this opportunity to identify any further changes they would wish to be incorporated in the next Forward

Plan update.

The Cabinet is RECOMMENDED to note the items currently identified for forthcoming meetings.
