



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 25 February 2020 at 2.00 pm

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

Yvonne Rees
Chief Executive

February 2020

Committee Officer: **Sue Whitehead**
Tel: 07393 001213; E-Mail: sue.whitehead@oxfordshire.gov.uk

Membership

Councillors

| | |
|-----------------------|--|
| Ian Hudspeth | Leader of the Council |
| Mrs Judith Heathcoat | Deputy Leader |
| Lawrie Stratford | Cabinet Member for Adult Social Care & Public Health |
| Steve Harrod | Cabinet Member for Children & Family Services |
| Ian Corkin | Cabinet Member for Council Business & Partnerships |
| Lorraine Lindsay-Gale | Cabinet Member for Education & Cultural Services |
| Yvonne Constance OBE | Cabinet Member for Environment |
| David Bartholomew | Cabinet Member for Finance |
| Liam Walker | Cabinet Member for Highways Delivery & Operations |
| 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 Wednesday 4 March 2020 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: 17 March 2020

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 - 34)

To approve the minutes of the meeting held on 21 January 2020 (**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. Becoming a Dementia Friendly Council (Pages 35 - 58)

Cabinet Member: Adult Social Care and Public Health

Forward Plan Ref: 2019/162

Contact: Lorraine Donnachie, Senior Strategic Commissioning Officer Tel: 07795 291338

Report by Corporate Director Adults & Housing Services (**CA6**).

It is proposed that the council considers working towards becoming a dementia friendly organisation and helps to create and support dementia friendly communities. This will

help to develop further awareness, understanding and support for people in the community and staff in the workforce who are living with dementia. Many people living with dementia feel that the support they need to participate in their community is not available and they are not able to do the everyday things they want to. Many feel isolated and do not feel they are part of their local communities. The creation of dementia friendly communities is an attempt to meet this need and, as a leader, commissioner, planner, regulator and service provider, the council has a key role in supporting and facilitating these.

The report sets out the stages recommended by Alzheimer's Society and the Local Government Association that the council needs to complete in order to become more dementia friendly.

The Cabinet is RECOMMENDED to:

- (a) approve the council working towards becoming a dementia friendly organisation and developing dementia friendly communities; and***
- (b) endorse the funding for Dementia Friendly Community Coordinators to develop and deliver a programme for dementia friendly communities.***

7. Business Management & Monitoring Report - December 2019 (Pages 59 - 106)

Cabinet Member: Deputy Leader of the Council and Cabinet Member for Finance
Forward Plan Ref: 2019/149

Contact: Steven Fairhurst Jones, Corporate Performance & Risk Manager Tel: 07932 318890/Hannah Doney, Strategic Finance Manager (Assurance & Reporting) Tel: 07584 174654

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

This report sets out Oxfordshire County Council's (OCC's) progress towards Corporate Plan priorities and provides an update on the delivery of the Medium Term Financial Plan, at 31 December. A summary of overall performance and description of change is contained within the report. The report contains three annexes:

- Annex A shows our current performance against targets and summarises progress towards overall outcomes set out in our Corporate Plan.
- Annex B sets out the Leadership Risk Register which has been developed as part of the Council's work to strengthen risk and opportunities management
- Annex C sets out the current financial position, providing detailed explanations of significant budget variations and an update on the Medium-Term Financial Plan including the delivery of savings agreed by Council in February 2019

The Cabinet is RECOMMENDED to:

- (a) note the contents of this report; and***
- (b) note the virements set out in Annex C – 2b.***

8. Staffing Report - Quarter 3 - October-December 2019 (Pages 107 - 122)

Cabinet Member: Deputy Leader of the Council

Forward Plan Ref: 2019/198

Contact: Sarah Currell, HR Manager – Business Systems Tel: 07793 242888

Report by Director – Human Resources (**CA9**).

This report gives a snapshot of the workforce profile including headcount and fte comparison, equality, apprenticeships, sickness, turnover and agency spend for the quarter ending 31 December 2019. Headcount, FTE, turnover and agency spend are provided in Appendix 1. In addition, the report provides information on the cost of posts being covered by agency staff and a 4 year Agency Trend analysis in Appendices 2 and 3.

The Cabinet is RECOMMENDED to note the report.

9. Youth Opportunity Fund (Pages 123 - 130)

Cabinet Member: Local Communities

Forward Plan Ref: 2019/192

Contact: Fulya Markham, Senior Strategic Commissioning Officer Tel: 07776 997956

Report by Corporate Director of Children's Services (**CA10**).

The Youth Opportunity Fund was introduced by Cabinet in 2019 to increase opportunities for young people across Oxfordshire. This fund aims to support voluntary and community organisations to establish new youth opportunities and extend existing activities to additional sessions, areas or groups of young people between the ages of 11 to 18 (25 where young people have special educational needs). The total value of the Fund is £1 million for two years from the date of award, and up to a maximum of £70,000 per application across the two years. Once the available resource is used the Youth Opportunity Fund will be closed.

Following the application process, as per the agreed cross-party decision-making process, the cross-party panel reviewed the applications and assessed them against grant criteria.

This paper sets out the final cross-party panel recommendations for allocation of the Youth Opportunity Fund for decision by Cabinet.

The Cabinet is RECOMMENDED to:

- (a) award a total of £999,800 (details can be found at Annex 2); and**
- (b) close the Youth Opportunity Fund.**

10. Forward Plan and Future Business (Pages 131 - 134)

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.
