

To: Members of the Cabinet

Notice of a Meeting of the Cabinet

**Tuesday, 15 April 2014 at 2.00 pm
in Meeting Rooms 1&2**

County Hall, Oxford, OX1 1ND

Joanna Simons

Joanna Simons
Chief Executive

April 2014

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>
Arash Fatemian	<i>Cabinet Member for Finance</i>
Louise Chapman	<i>Cabinet Member for Policy Co-ordination</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 Friday 25 April 2014 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: 13 May 2014

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 Rachel Dunn on (01865) 815279 or rachel.dunn@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 18 March 2014 (**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. 2013/14 Financial Monitoring & Business Strategy Delivery Report - February 2014 (Pages 13 - 54)

Cabinet Member: Finance

Forward Plan Ref: 2013/174

Contact: Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995

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

This report focuses on the delivery of the Directorate Business Strategies which were

agreed as part of the Service and Resource Planning Process for 2013/14 – 2016/17. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of February 2014, and also an update on grant funding for the costs of the recent flooding. Capital Programme monitoring is included at Part 3. Part 4 sets out requests for changes to 2014/15 Fees and Charges and the Contributions in Adult Social Care Policy.

The Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) note the 2013/14 virements set out in Annex 2d;***
- (c) approve the 2014/15 virement requests set out in Annex 8; and***
- (d) RECOMMEND Council to approve the requests to move additional non – Pool Mental Health expenditure into the Pool and to approve the use of £2.000m of the Public Health Grant Funding to support the Capital Programme in 2014/15 as set out in paragraph 49 and Annex 8;***
- (e) approve the debt write off set out in paragraph 53;***
- (f) note the updated Treasury Management lending list at Annex 4;***
- (g) note the changes to the Capital Programme set out in Annex 7c;***
- (h) approve the changes to Fees & Charges and the Contributions in Adult Social Care Policy as set out in Annex 9.***

7. City Deal - Overview & Delivery of Transport Schemes (Pages 55 - 72)

Cabinet Member: Deputy Leader and Environment

Forward Plan Ref: 2014/049

Contact: Tom Flanagan, Service Manager – Planning Environment & Transport Policy

Tel: (01865) 815691

Report by Director for Environment & Economy (**CA7**).

The report summarises Oxfordshire County Council's City Deal submission as the first phase of achieving our long term ambition which will be fully set out in the forthcoming Strategic Economic Plan and further developed through the Local Growth Deal. The City Deal represents an opportunity to ensure Oxford and Oxfordshire overcomes the historic barriers to innovation and enterprise through a transformational network of connected hubs, creating an ecosystem where research, innovation, investment and enterprise meet and flourish. This will be supported by an integrated transport network along the Knowledge Economy Spine which will directly support the innovation hubs. The packages that were submitted as detailed Business Cases are Northern Gateway, Access to Enterprise Zone and Science Transit Phase 1. The report sets out the City Deal Transport Business Cases, progress to date, and requests the schemes' inclusion into the Capital Programme.

The Cabinet is RECOMMENDED to

- (a) approve the proposed schemes for inclusion into the Capital Programme, to note the progress of the business case for each scheme and to note that the detailed business cases will be submitted for approval, in accordance with the financial procedure rules; and***

- (b) **approve the release of £1.5m project development budget for the Access to Enterprise Zone project under stage 0b of the capital governance procedures.**

8. Externalisation of Back Office/School Facing Services (Pages 73 - 76)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2013/169

Contact: Graham Shaw, Deputy Director – OCS Tel: (01865) 797228/Frances Craven, Deputy Director – Education & Early Intervention Tel: (01865) 815125

Report by Chief Executive (**CA8**).

The report provides an update and next steps in the externalisation of corporate facing HR and Finance back office services and the joint venture proposal to cover school back office and schools learning and foundation years.

The Cabinet is RECOMMENDED to:

- (a) ***Suspend the current procurement process for the Outsource of Finance and HR back-office services and the Joint Venture for School Improvement and related support services for schools (with the exception of Outdoor Education Centres); and***
- (b) ***Commission a full business case for Oxfordshire with a view to joining the Hampshire IBC partnership and creation of a new partnership with Hampshire for Education services.***

9. Care Home Fees 2014 (Pages 77 - 90)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2014/010

Contact: Andrew Colling, Quality & Contracts Manager Tel: (01865) 323682

Report by Director for Social & Community Services (**CA9**).

The services that care homes provide within Oxfordshire play an important role in helping to meet the needs of vulnerable adults. The Council has to ensure that there is sufficient capacity within the social care market to meet its current and future commissioning requirements.

The Council has stated that it is keen to ensure the sustainability of care home services in Oxfordshire to meet the assessed needs of vulnerable adults, and committed to work alongside providers to ensure that services are of the highest quality.

The purpose of this report is to describe the process the Council has undertaken to review the amount it pays for care homes this year, and to agree the Target Banding Rates to be applied for 2014-15.

The Cabinet is RECOMMENDED that in view of the information in the report:

(a) for 2014/15 to:

- **Revise our Target banding Rates from April 2014 and**
 - (i). Increase the Target Banding rate for the Residential-Extensive Specialist Category to £458 per week for new placements.**
 - (ii). Increase all existing weekly Residential payment rates that are currently paid below £452 per week to £458 per week**
 - (iii). Increase the Nursing-Extensive Target Banding Rate to £568 per week**
 - (iv). Increase all existing weekly Nursing Extensive and Substantial rates that are currently below £560 per week to £568 per week.**
 - (v). Increase the Nursing-Specialist Target Banding Rate to £639 per week**
 - (vi). Increase the above rates to reflect the increase in Funded Nursing Care once this is announced later in April 2014.**
 - (vii). Continue to use these rates as a guide to secure a care home placement at a funding level as close to the Target Banding Rate as possible.**
 - (viii). The above to apply from April 2014 and for care home placements in Oxfordshire.**

(b) Cabinet are requested to approve a permanent virement of £217,000 from corporate contingency to fund the increase in the Target Banding Rate.

10. Cabinet Business Monitoring Report for Quarter 3 (Pages 91 - 106)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2013/175

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

Report by Acting Head of Policy (**CA10**).

This paper provides details of performance for quarter three 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.

11. Delegated Powers of the Chief Executive - April 2014

Cabinet Member: Leader

Forward Plan Ref: 2013/176

Contact: Sue Whitehead, Committee Services Manager Tel: (01865) 810262

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
3 February 2014	Amendment to	Approved an	To provide

	the Contract for the Provision of a Discharge to Assess Service	exemption from the full tendering requirements of the Council's Contract Procedure Rules with an amendment to the current contract for the provision of a discharge to assess service to include additional volumes over and above those originally contracted	additional capacity urgently to support the discharge of service users from hospital during a period of severe pressure on acute hospital beds.
4 February 2014	Further Education provision for High Needs Learners	Approved an exemption from the full tendering requirements of the Council's Contract Procedure Rules in respect of commencing or continuing contracts in the academic year 2013/14 for the provision of education to learners with higher special educational needs which result in contracts with a value of over £75,000	To ensure continuity of provision for individuals with higher special educational needs.

12. Forward Plan and Future Business (Pages 107 - 110)

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 **CA12**. 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.
