

## CABINET

**MINUTES** of the meeting held on Tuesday, 20 November 2018 commencing at 2.00 pm and finishing at 4.00 pm

### Present:

**Voting Members:** Councillor Ian Hudspeth – in the Chair  
Councillor Mrs Judith Heathcoat  
Councillor Lawrie Stratford  
Councillor Ian Corkin  
Councillor Lorraine Lindsay-Gale  
Councillor Yvonne Constance OBE  
Councillor David Bartholomew  
Councillor Mark Gray  
Councillor Eddie Reeves

**Other Members in Attendance:** Councillor Sobia Afridi (Agenda Item 11)  
Councillor Liz Brighthouse (Agenda Items 7, 8 & 12)  
Councillor Glynis Phillips (Agenda Item 6)  
Councillor John Sanders (Agenda Items 9 & 10)

### Officers:

Whole of meeting	Nick Graham, Director of Law & Governance; Sue Whitehead (Resources)
Part of meeting	
Item	Name
6	Tim Chapple, Financial Manager (Treasury)
7	Tan Lea, Strategic Safeguarding Partnerships Manager
8	Melanie Pearce, Service Manager Safeguarding
9	Peter Day, Minerals Principal Officer
10	Rachel Wileman, Assistant Director Strategic Infrastructure and Planning; Amanda Jacobs, Principal Infrastructure Planner
11	Kate Terroni, Director for Adult Services; Rachel Pirie, Strategic Commissioning

*The Committee 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.*

### 107/18 APOLOGIES FOR ABSENCE

(Agenda Item. 1)

Apologies were received from Councillor Harrod.

## **108/18 DECLARATIONS OF INTEREST**

(Agenda Item. 2)

In relation to Item 11, Councillor Gray advised that he was Chairman of Cholsey Parish Council but that this did not constitute a disclosable pecuniary interest.

## **109/18 MINUTES**

(Agenda Item. 3)

The Minutes of the meeting held on 16 October 2018 were approved and signed as a correct record.

## **110/18 EXEMPT MINUTE**

(Agenda Item. 15)

The exempt minutes of the meeting held on 16 October 2018 were approved and signed as a correct record.

*The information contained in the exempt minutes 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 the disclosure could affect both the outcome of the current planning application for delivery of the school and the conduct of the Education Skills and Funding Agency (ESFA).*

## **111/18 QUESTIONS FROM COUNTY COUNCILLORS**

(Agenda Item. 4)

Councillor Howson had given written notice of the following question to Councillor Lindsay-Gale:

“How many pupils has each secondary school in Oxfordshire presented to a Fair Access Panel in the past five academic years between 2013-14 and 2017-18? And how many pupils have they accepted in return from other schools as a result of those pupils being brought to a Fair Access Panel?”

Councillor Lindsay-Gale replied:

Pupils presented to Panel 2013-18

Name of School	Area	2013 / 2014	2014 / 2015	2015 / 2016	2016 / 2017	2017 / 2018
Aureus	S	0	0	0	3	0
Bartholomew	W	3	2	2	2	8
The Bicester School	N	4	9	8	13	19
Bicester Tech Studio	N	0	0	0	7	20
Blessed George Napier	N	6	2	4	6	11
Burford	W	0	0	0	4	6
Carterton	W	2	2	1	1	2
Cheney	C	9	1	7	21	
Cherwell	C	8	6	2	8	
Chiltern Edge	S	0	0	0	3	0
Chipping Norton	W	2	2	0	2	7
Didcot Girls	S	3	0	1	1	0
Faringdon	S	0	2	2	3	2
Fitzharrys	S	2	3	4	7	3
Gillotts	S	1	0	0	3	2
Gosford Hill	C	6	5	5	7	
Heyford Park	N	0	0	1	4	7
Icknield	S	0	2	1	6	0
John Mason	S	2	2	1	2	4
King Alfred's	S	4	6	1	3	0
Langtree	S	0	2	0	1	0
Larkmead	S	1	4	2	4	0
Lord Williams	S	0	0	0	0	1
Matthew Arnold	C	9	4	6	8	
North Oxfordshire Academy	N	15	6	3	8	12
Oxford Spires	C	12	6	8	7	
Space Studio	N	0	0	0	1	1
St Birinus	S	1	0	1	0	0
St Gregory's	C	16	3	4	4	
UTC Oxfordshire	S	0	0	2	0	0
The Cooper School	N	4	4	6	15	24
Henry Box	W	4	0	0	1	5
Marlborough	W	4	2	0	3	6
The Oxford Academy	C	4	1	5	8	
The Warriner	N	2	3	3	5	13
Wallingford	S	2	1	1	2	6
Wheatley Park	C	7	4	5	6	
Wood Green	W	2	1	1	1	3
Wykham Park Academy	N	4	3	2	3	7

Fig 1

Pupils accepted through the In Year Fair Access Protocol 2013-18

Name of School	Area	2013 / 2014	2014/ 2015	2015/ 2016	2016 / 2017	2017 / 2018
Admissions Referral		7	16	3	5	15
Aureus	S	0	0	0	0	2
Bartholomew	W	3	2	2	2	5
The Bicester School	N	12	11	7	7	2
Bicester Tech Studio	N	0	0	0	2	8
Blessed George Napier	N	2	4	3	3	5
Burford	W	4	4	2	3	4
Carterton	W	1	5	1	1	3
Chenderit	N	2	0	1	0	1
Cheney	C	6	14	14	11	7
Cherwell	C	1	2	7	8	6
Chiltern Edge	S	0	6	4	5	2
Chipping Norton	W	1	5	6	3	3
Didcot Girls	S	7	5	2	7	4
Faringdon	S	5	4	2	3	2
Elective Home Education		1	2	4	4	0
Fitzharrys	S	3	9	9	5	4
Gillotts	S	2	2	3	7	4
Gosford Hill	C	0	0	15	6	9
Heyford Park	N	0	0	1	3	0
Icknield	S	1	1	1	0	3
John Mason	S	4	12	10	4	4
King Alfred's	S	3	7	11	11	4
Langtree	S	0	0	5	0	1
Larkmead	S	6	7	6	5	1
Lord Williams	S	0	4	4	10	6
Matthew Arnold	C	2	2	3	5	4
Meadowbrook College		0	0	0	1	0
North Oxfordshire Academy	N	5	16	18	17	9
Oaklands Catholic	S	0	0	0	0	1
Oxford Spires	C	6	5	4	6	2
Reading School	S	0	0	0	1	0
Sibford School	N	0	0	0	1	1
Space Studio	N	0	0	0	0	1
St Birinus	S	2	6	3	4	3
St Gregory's	C	6	13	11	18	33
Buckingham School	N	0	0	0	1	0
Cotswold Academy	W	0	0	0	0	1

OCC Virtual School		0	0	2	0	0
UTC Oxfordshire	S	0	0	1	1	3
The Cooper School	N	6	3	4	2	5
Henry Box	W	1	9	5	10	5
Marlborough	W	0	1	1	5	4
The Oxford Academy	C	9	13	15	15	11
The Warriner	N	1	3	5	6	4
Wallingford	S	0	1	1	2	2
Wheatley Park	C	10	6	17	18	12
Wood Green	S	2	2	10	2	8
Wykham Park Academy	N	2	12	4	6	3

Fig. 2

Please note that the pupils reported in Fig. 2 above as having been received by secondary schools in Oxfordshire may not have remained and/or completed their education at the receiving school. If there were school moves subsequent to their placement via In Year Fair Access Panel, this would be demonstrated by individual case record scrutiny for c.1000 children and young people. If individual schools are of particular interest, this could be delivered if required.

Members may wish to be updated on developments regarding the important work undertaken to ensure that all children and young people in Oxfordshire, and especially the most vulnerable, are accessing their full time educational entitlement to enhance their opportunities through to adulthood.

Deborah Bell, the new Head of Service for Learner Engagement commenced with OCC on 1<sup>st</sup> October 2018, reporting to David Clarke Deputy Director for Education. Work to date includes: -

- A draft Learner Engagement Strategy has been produced and is currently being consulted on with schools and other key stakeholders prior to presentation for agreement to Corporate Leaders and Lead Cabinet Member.
- The Task and Finish Group convened to review the existing In Year Fair Access Protocol is due to report in December 2018.
- Deborah has identified a very small number of disproportionate presenting of pupils against receiving pupils by certain individual schools. She is planning to visit the Head Teachers concerned to unpick the reasons for this and seek to broker resolution through support and challenge.
- The Learner Engagement service will be reviewed and reorganised by 31<sup>st</sup> March 2018 to ensure that it is configured to make available resource and skills that match the requirements of Oxfordshire's children and schools to optimise fair distribution of vulnerable pupils and to improvement learner engagement.
- Members may be aware that the Ofsted schools' inspection framework is due to change next September 2019. This is anticipated to realise greater scrutiny of individual pupil experiences and destinations.

- Members may also be aware that the current Exclusions statutory arrangements have been the subject of DfE consultation earlier this year. DfE is due to report on its findings and recommendations in Spring 2019. It is anticipated that potential changes may offer a diminished opportunity for a minority of schools to disproportionately exclude from September 2019.”

Supplementary: Councillor Howson asked what steps could be taken to address the issues including off-rolling and reduced timetables to ensure that schools recognise the effects of these matters on local communities and other schools. Councillor Lindsay-Gale referred to the work detailed above and felt that with concerted efforts from everyone it may be possible to tackle the issue.

## 112/18 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

The Leader of the Council had agreed the following requests to address the meeting: -

Item	Speaker
Item 6– Treasury Management Mid-Term Review 2018/19	Councillor Glynis Phillips, Shadow Cabinet Member for Finance
Item 7 – The Oxfordshire Safeguarding Children’s Board Annual Report	Councillor Liz Brighouse, Chairman of Performance Scrutiny Committee
Item 8 – The Oxfordshire Safeguarding Adult’s Board Annual Report	Councillor Liz Brighouse, Chairman of Performance Scrutiny Committee
Item 9 – Oxfordshire Local Aggregate Assessment 2018	Councillor John Sanders, Shadow Cabinet Member for Environment
Item 10 – Thames Water Revised Draft Resource Management Plan (WRMP)	Mr Derek Stork, Chairman of GARD (Group Against Reservoir Development) Councillor Mike Fox-Davies, local councillor for Hendreds & Harwell Councillor John Sanders, Shadow Cabinet Member for Environment
Item 11 – Innovation Fund for Daytime Support Grant Awards	Councillor Sobia Afridi – Shadow Cabinet Member, Adult Social Care & Public Health
Item 12 – Staffing Report – Quarter 2 - 2018	Councillor Liz Brighouse, Opposition Leader (in place of Councillor Laura Price, Opposition Deputy Leader)

## **113/18 TREASURY MANAGEMENT MID-TERM REVIEW (2018/19)**

(Agenda Item. 6)

Cabinet considered a report that set out the Treasury Management activity undertaken in the first half of the financial year 2018/19 in compliance with the CIPFA Code of Practice. The report included Debt and Investment activity, Prudential Indicator monitoring and forecast interest receivable and payable for the financial year.

Councillor Glynis Phillips, Shadow Cabinet Member for Finance, noted that the report represented a positive picture with all the metrics being good. Referring to paragraph 16 Councillor Phillips asked when, was the last time there was any new debt financing. Referring to the investment strategy Councillor Phillips queried whether there was any guidance on ethical investment. In relation to Annex 5 Councillor Phillips asked whether there was confidence that there were no links to tobacco companies.

Councillor Bartholomew, Cabinet Member for Finance, responded to the points raised and agreed that the information in the report was very encouraging. He confirmed that the county council was not taking on new debt and the picture on repayments was that they would continue to fall. On environmental, social and governance issues Councillor Bartholomew commented that he had suggested that the Audit & Governance Committee have a look at this area. He confirmed that the county council lends responsibly but that there was no control over how those bodies then re-lend.

Councillor Bartholomew, introduced the contents of the report, thanked officers for their work and moved the recommendations.

**RESOLVED:** to: -

(a) note the report.

(b) **RECOMMEND** Council to note the report and the Council's Mid-Term Treasury Management Review 2018/19.

## **114/18 THE OXFORDSHIRE SAFEGUARDING CHILDREN'S BOARD ANNUAL REPORT/THE PERFORMANCE AUDIT & QUALITY ASSURANCE ANNUAL REPORT AND THE CASE REVIEW & GOVERNANCE ANNUAL REPORT**

(Agenda Item. 7)

Local Safeguarding Children Boards were set up under the Children Act 2004 to co-operate with each other to safeguard children and promote their welfare. The Oxfordshire Board is led by an independent chair and includes representation from all six local authorities in Oxfordshire, as well as the National Probation service, the Community Rehabilitation Company, Police, Oxfordshire Clinical Commissioning Group, Oxford University Hospitals NHS

Trust, Oxford Health NHS Foundation Trust, schools and Further Education colleges, the military, the voluntary sector and lay members.

Cabinet had before them three reports highlighting findings from the Board's annual reports on the effectiveness of local arrangements to safeguard and promote the welfare of children in Oxfordshire, on serious case reviews and quality assurance

The OSCB annual report was also considered by the Performance Scrutiny Committee and the Health and Wellbeing Board.

Councillor Brighthouse, Chairman of Performance Scrutiny Committee, commented that the Committee had been impressed by the work and commitment shown but had recognised several issues needing to be dealt with. These included, academisation, increased levels of exclusions and the use of part time timetables and home schooling. These issues could all add to children becoming more vulnerable. She noted that Lucy Butler was working with the schools and head teachers, but the Committee had felt that the governing bodies needed to have a greater understanding of the issues and implications for safeguarding. She referred to the work the Committee was doing on young carers and added that the Committee was assured that there was ongoing work around the Corporate Parent Panel. Councillor Brighthouse also highlighted waiting times for CAMHS and cyber bullying.

Richard Simpson, OSCB independent chair introduced the OSCB annual report, welcoming the opportunity to speak to Cabinet. He outlined the strengths and achievements over the last year and areas for development. He also noted the future direction for OSCB that included the independent Chair being appointed by Oxfordshire Clinical Commissioning Group and the Police Commissioner rather than the county council. As an incoming Chairman he wanted to strengthen the involvement of children in the work of the Board and to continue the joint working with the Oxfordshire Safeguarding Adults Board (OSAB).

During discussion Cabinet welcomed that the OSCB recognised that there was no complacency with the current situation and confirmed the importance to the county council of the two safeguarding boards working together. The diagram on page 73 should be amended in future reports to include that link. Responding to comments Richard Simpson advised that the length and format of future reports was being looked at.

Officers presented the contents of the reports on serious case reviews and quality assurance.

**RESOLVED:** to note these annual reports and provide any comments.



## **115/18 OXFORDSHIRE SAFEGUARDING ADULTS BOARD (OSAB) ANNUAL REPORT 2017-18**

(Agenda Item. 8)

Cabinet considered the annual report of the OSAB on the work of the Board and of its partners, assessing the position of the partnerships in relation to safeguarding adults at risk within Oxfordshire.

Councillor Brighouse, Chairman of Performance Scrutiny Committee, praised the layout and commented on the report being easy to understand. She was pleased to see the 9% decrease in safeguarding concerns and that there was a clearer understanding of what needed to be referred into the system. Councillor Brighouse highlighted areas discussed by the Committee including the difficulty in tackling hoarding, the lack of usability of the thresholds for the enquiry process, the commissioning process, issues around extra care housing and issues around lasting power of attorney.

Pamala Marsden, Independent Chair of the Oxfordshire Safeguarding Adults Board introduced the report and commented that it had been a different report with the aim of reaching people, raising awareness through the year.

During discussion Cabinet:

- Stressed the importance of the crossover with the Oxfordshire Safeguarding Children's Board (OSCB). The transition phase as a young person reached adulthood was important. For older people there was the problem of identification as some older people feared to ask for help.
- Noted the role of community groups and that they were able to notice changes in people attending lunch clubs, coffee mornings etc. Melanie Pearce responding to a question explained that training was offered to voluntary groups and helpful information could be found on the website. Asked if thought could be given on ways to reach out to informal groups such as lunch clubs and coffee mornings Pamala agreed that it was something she could take back for the Board to consider. Councillor Corkin offered to take an item to a parish liaison meeting
- Highlighted the work of the OFRS in supporting adult safeguarding.
- Explored the problem of loneliness and its implications for safeguarding.
- Asked that consideration be given to bringing future reports to an earlier meeting closer to the end of the year being considered.

**RESOLVED:** to: -

- (a) note that the adult safeguarding partnership is working across Oxfordshire and that work undertaken by the Board and its partners has resulted in a 9% decrease in safeguarding concerns being referred into

the Local Authority, reversing a six-year trend of an annual 30% increase in concerns year-on-year; and

- (b) note the priorities within the report (pages 24 & 25) around service user and community engagement, improving multi-agency working, monitoring key issues and early help strategies & initiatives for 2018-19.

## **116/18 OXFORDSHIRE LOCAL AGGREGATE ASSESSMENT 2018**

(Agenda Item. 9)

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 2017 was approved by the Cabinet in December 2017. It set provision levels for sharp sand and gravel and crushed rock higher than the 10-year sale average. These figures are the same as in the previous LAA 2014, which provides the basis for the levels of provision for mineral supply in policy M2 of the Minerals and Waste Local Plan: Part 1 - Core Strategy which was adopted in September 2017.

Cabinet had before them a report that set out updated information on sales and reserves of aggregates in Oxfordshire, for 2017 and making recommendations for a revised LAA 2018, considering this more up to date information.

Councillor John Sanders, Shadow Cabinet Member for Environment, expressed his complete agreement with the recommendations. He noted that this was a period of appreciable change and the county council needed to work on the long-term figures.

Councillor Constance, Cabinet Member for Environment, introduced the report and moved the recommendations.

**RESOLVED:** subject to consideration of any advice from the South East England Aggregate Working Party, to

- (a) approve the inclusion of the provision level figures in paragraph 11 of the above report in the Oxfordshire Local Aggregate Assessment 2018 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 finalise the Oxfordshire Local Aggregate Assessment 2018 and to publish it on the Council website.

## **117/18 THAMES WATER REVISED DRAFT WATER RESOURCE MANAGEMENT PLAN (WRMP)**

(Agenda Item. 10)

Thames Water are currently consulting on their Revised Draft Water Resources Management Plan (WRMP) 2019 which looks ahead to 2100.

Cabinet considered a paper recommending a consultation response to the latest consultation documents that outlined the changes to the original Draft WRMP and included the preferred demand management and water supply options for Thames Water and the wider South East region.

Mr Stork, Chairman of GARD (Group Against Reservoir Development), supported the recommendations but wished to see a stronger response, referring to a briefing note the Group had made available to Cabinet Members. The response although referring to flooding risk did not mention the increased flooding risk. There was too much emphasis on water resources across the whole of the South-East. The Group urged the Council to call for a public enquiry as the only way to obtain factual clarification on a range of points. Councillor Constance commented on the points raised noting that the county council was unclear what the level of water demand in Oxfordshire will be and that Oxfordshire should not supply the whole of the midlands and south-east.

Councillor Fox-Davies, local councillor for Hendreds and Harwell, where half the villages would border the proposed reservoir highlighted the need for Thames Water to address the leakage issue and to consider alternatives to the reservoir. He was pleased that the council was objecting but asked Cabinet to consider calling for a public enquiry.

Councillor Sanders, Shadow Cabinet Member for Environment, supported the recommendations, expressing concern at the business model proposed by Thames Water. The targets on reducing water leakage were not sufficient. Rachel Wileman, introduced the contents of the report.

During discussion, Cabinet supported the suggested draft response subject to it being strengthened to press for an increase in the rate of reduction of leakages and strengthened demands for a regional plan, together with a call for a public enquiry. Councillor Constance moved the recommendations subject to the comments and with an amendment pressing for a public enquiry.

**RESOLVED:** to:

- (a) Consider the issues and the draft response in Appendix and provide comments as appropriate.
- (b) Agree that the final response to the consultation be signed off by the Director for Planning and Place in consultation with the Cabinet Member for the Environment.

- (c) Press for a public enquiry.

**118/18 INNOVATION FUND FOR DAYTIME SUPPORT GRANT AWARDS -  
NOVEMBER 2018**

(Agenda Item. 11)

The Innovation Fund for Daytime support 2018-19 was open to applications from all community and voluntary organisations to deliver new innovative projects for daytime support in Oxfordshire. The aim of the funding is to provide one-off funding to support the development of self-sustaining projects, delivering new opportunities for adults in Oxfordshire.

The cross-party panel reviewed the applications and assessed them against grant criteria and recommendations for award were coproduced with people who use services and supported by officer recommendations. Cabinet had before them a report setting out the recommendations of the cross-party panel.

Councillor Afridi, Shadow Cabinet Member for Adult Social Care & Public Health, commended the useful work of the panel and the involvement of service users. However, there was a considerable amount of work involved in the panel process and she highlighted two applications that did not fit the criteria. She suggested that applications be reviewed and only come forward to the panel if they fitted the criteria. Councillor Stratford, noted the comment but felt that it was a balancing act to ensure that the work load was manageable while giving applicants every opportunity to put their application forward. He agreed that the involvement of service users had worked very well. Councillor Stratford moved the recommendations.

**RESOLVED:** to:

- (a) congratulate the voluntary sector for its continued commitment and dedication to innovation and provision of new opportunities to people using services in Oxfordshire;
- (b) review and agree the cross-party evaluation panel's recommendations for Innovation Fund grant awards as set out at paragraph 10 of the report; namely

To approve the requested funding for the following bids: -

- (1) Farmability
- (2) Witney Day Centre
- (3) Cholsey Parish Council
- (4) The Cedar Community Club

To approve the requested funding for the following bids subject to conditions (these are specified in the cross-party recommendations at Annex 2): -

- (1) Paintbuzz
- (2) Farcycles
- (3) The Guideposts Trust

To refuse the requested funding for the following bids: -

- (1) The Royal Voluntary Service
- (2) Fish Volunteer Centre

- (c) approve utilisation of the remaining amount as set out under 18 above for a third round of applications to the Innovation Fund 2018-19.

### **119/18 STAFFING REPORT - QUARTER 2 - 2018**

(Agenda Item. 12)

Cabinet considered a report that gave an update on staffing numbers and related activity during the period 1 July 2018 to 30 September 2018. It gave details of the actual staffing numbers at 30 September 2018 in terms of Full Time Equivalents. In addition, the report provided information on the cost of posts being covered by agency staff and an Agency Trend analysis.

Councillor Brighouse, Opposition Leader, suggested that as the transformation programme went forward a new type of report was needed. Councillor Heathcoat, Deputy Leader of the Council, appreciated the point made and commented that a new report template would be used in future reports. Councillor Price, as Opposition Deputy Leader had been briefed on the new format. Councillor Heathcoat confirmed that the new format would link into the transformation process.

**RESOLVED:** to note the report.

### **120/18 FORWARD PLAN AND FUTURE BUSINESS**

(Agenda Item. 13)

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.

..... in the Chair

Date of signing .....