



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 15 December 2015 at 2.00 pm

Meeting Rooms 1&2, County Hall, Oxford, OX1 1ND

Peter Clark
Head of Paid Service

December 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</i>

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 23 December 2015 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: 26 January 2016

County Hall, New Road, Oxford, OX1 1ND

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 10 November 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 Report - October 2015 (Pages 13 - 50)

Cabinet Member: Finance

Forward Plan Ref: 2015/066

Contact: Katy Jurczynsyn, Senior Financial Adviser (Capital & MTFP) Tel: (01865) 323975

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

The report focuses on the management of the 2015/16 budget. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of October 2015. Capital Programme monitoring 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) approve the supplementary estimate set out in Annex 2e of £0.6m relating to the cost of the Transport Safeguarding Assurance Framework project;**
- (d) note the Treasury Management lending list at Annex 4;**
- (e) in relation to reserves:**
 - i. approve the temporary use of Environment & Economy reserves as set out in paragraph 76;**
 - ii. approve the transfer of £0.3m to a new Commercial Reserve to support the development of the Children, Education & Families trading arm as set out in paragraph 9; and**
- (f) approve the changes to the Capital Programme set out in annex 7c.**

7. Service & Resource Planning Report - 2016/17 - December 2015 (Pages 51 - 96)

Cabinet Member: Finance

Forward Plan Ref: 2015/067

Contact: Katy Jurczynszyn, Senior Financial Adviser (Capital & MTFP) Tel: (01865) 323975

Report by Chief Finance Officer (**CA7**).

This report is the second in a series on the Service & Resource Planning process for 2016/17 which will culminate in Council setting a budget for 2016/17 and a medium term plan to 2019/20 in February 2016. The report sets out:

- the savings options that have been subject to public consultation and an update on the pressures for 2016/17 and the medium term,
- the implications of the Spending Review and Autumn Statement announced on 25 November 2015,
- a forecast of reserves over the medium term, and
- the capital programme proposals for 2016/17 to 2019/20.

Cabinet is RECOMMENDED to take the issues set out in the report into consideration in forming their proposed budget for 2016/17, Medium Term Financial Plan to 2019/20 and Capital Programme to 2019/20.

8. Household Waste Recycling Centre (HWRC) Strategy (Pages 97 - 130)

Cabinet Member: Environment

Forward Plan Ref: 2015/105

Contact: Robin Rogers, Strategic Infrastructure & Planning Resources Manager Tel: 01865 815719/01865 815653

Report by Director for Environment & Economy (**CA8**).

Oxfordshire currently operates seven Household Waste Recycling Centres (HWRCs). The sites accept approximately 45,000 tonnes of household residual and recyclable material each year with an average recycling rate of around 70%.

A set of issues are impacting on the long term viability of the current network:

- Population growth and change;
- Specific planning, structural and operational issues at individual sites;
- The restriction on capacity at existing sites to maximise recycling rates;
- An anticipated increase in costs of the operating contract associated with supply and demand pressures in the global recycling market;
- An anticipated increase in waste resulting from economic and household growth;
- Income reductions from the sustained pressures on overall council budgets;
- Additional cost pressures from the requirement to fund unavoidable capital investments.

Taken as a whole, a comprehensive new approach is required to help the council manage the revenue costs of operating the service, prioritise capital investment, provide agreed context for partnership and commercial arrangements and provide a sound basis for describing specific capacity requirements in support of negotiations to secure developer funding contributions to expand sites where population growth will increase usage.

In July 2015 Cabinet received a report proposing to consult the public on revised principles for the provision of HWRC capacity.

This report sets out the results of the consultation alongside an analysis of financial and service pressures. It goes on to propose a revised approach to developing the HWRC network in the medium to long term.

The Cabinet is RECOMMENDED to:

- approve the Household Waste Recycling Centre Strategy as set out from paragraph 57; and***
- authorise the Director for Environment and Economy in consultation with the Cabinet Member for the HWRC service to bring forward implementation plans for decision within agreed delegations.***

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

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 **CA9**. 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.
