



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 19 June 2018 at 2.00 pm

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

Peter Clark
Chief Executive

June 2018

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 Wednesday 27 June 2018 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 July 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 - 8)

To approve the minutes of the meetings held on 22 May and 4 June 2018 (**CA3a and CA3b**(to be circulated separately) respectively) 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. Provisional 2017/18 Revenue and Capital Outturn (Pages 9 - 60)

Cabinet Member: Finance

Forward Plan Ref: 2018/001

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

Tel: 07584 909518

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

The purpose of this report is to present and provide commentary on the provisional revenue and capital outturn position for 2017/18 prior to the formal closure of the accounts.

The Cabinet is RECOMMENDED to:

- (a) note the provisional revenue and capital outturn for 2017/18 along with the year-end position on general balances and earmarked reserves as set out in the report;***
- (b) note the virements as set out in Annex 2a;***
- (c) approve the transfer of over and under spends to general balances as set out in paragraph 12;***
- (d) recommend Council to approve the use of £0.1m underspend on Transition fund for open access children's services which will be transferred to the Budget Priorities Reserve until required as set out in paragraph 13; and***
- (e) agree that the surplus on the On-Street Parking Account at the end of the 2017/18 financial year, so far as not applied to particular eligible purposes in accordance with Section 55(4) of the Road Traffic Regulation Act 1984, be carried forward in the account to the 2018/19 financial year as set out in Annex 4.***

7. Home to School Transport and Travel Policy (Pages 61 - 128)

Cabinet Member: Public Health & Education

Forward Plan Ref: 2018/050

Contact: Neil Darlington, Admission & Transport Service Manager Tel: 07393 001242

Report by Director for Children's Services (**CA7**).

The Council has proposed and consulted upon a number of changes to its home to school transport policies applying to Post 16 students and to those of statutory school age and these are outlined in the Cabinet report.

Oxfordshire County Council's current Home to School Transport Policy is more generous than the law requires for Post 16 students who have an Education Health and Care Plan (EHCP) and for Post 16 mainstream students who attend Henley College. Unfortunately, given the continuing pressure on public finances, the Council now needs to critically consider whether it should continue to maintain spending on this non-statutory assistance for these groups of post-16 students. The main proposals include ending automatic free travel for most Post 16 SEND students attending their nearest suitable placement if that placement is over 3 miles away, ending Post 16 subsidised transport to Henley College, clearly specifying when free travel will be provided to alternative education providers and specifying charges for the "Spare Seat" Scheme (formerly known as the Concessionary Travel Scheme) for the years 2018/19 to 2022/23. In addition, as part of Oxfordshire County Council's commitment to the Military Covenant we also consulted on whether to continue for a further year the current time limited free travel arrangements for those students who are resident at RAF Benson

(the need for which is linked to the lack of sufficient places the nearest school, Wallingford School) the nearest school to RAF Benson.

The Cabinet is RECOMMENDED to agree the following proposals for SEND students:

- (a) assistance to all Post-16 students who would otherwise be unable to access education and to encouraging low income parents of Post 16 students to apply to their school or college for a 16–19 bursary to defray the costs of transport.***
- (b) To agree to the setting of a specific cash limited budget for supporting access to after school clubs for those who have the most complex needs or are identified as being from vulnerable families who do not have access to transport. The eligibility criteria should be similar to those for supporting access to holiday activities for this group of children and young people who are aged 5 to 17.***

The Cabinet is RECOMMENDED to agree the following proposals for all students:

- (a) To agree the ending of the current arrangements giving free travel to Post 16 students to Henley College and to implement this change from September 2018.***
- (b) To agree that from September 2018 free travel should be provided for those students who have been placed at an alternative education provider if the places have been paid for by Oxfordshire County Council and the distance from home to the placement is over the statutory walking distance or the route is unsafe to walk even if accompanied, as necessary, by a responsible adult.***
- (c) To confirm the increased charges for the Spare Seat Scheme for 2018/19 and 2019/20 and agree an increase in the charges for the Spare Seat Scheme of 2% in 2020/21, 2% in 2021/2022 and a further 2% in 2022/23.***
- (d) To agree to the continuation of free travel for children of secondary school age who live at RAF Benson to Icknield Community College and to agree to annually review this arrangement.***
- (e) To introduce the new Home to School Travel and Transport Policy for those aged 5 to 16 and the new Post 16 Home to School/College Transport Policy from September 2019.***

8. **Change to Policy on 25 Hour Early Years Funded Places (Pages 129 - 132)**

Cabinet Member: Public Health & Education

Forward Plan Ref: 2018/024

Contact: Debbie Rouget, Service Manager – Early Years Sufficiency & Access Service

Tel: 07554 437472

Report by Director of Children's Services (**CA8**).

The statutory universal free early years entitlement for 3 and 4 year old children is for 15 funded hours a week when offered term time only. The Council also currently offers a 25-hours a week, term time only, free childcare place for children of reception age, where they are not yet statutory school age and have not taken up a school place. This is funded through the government through the Early Years block of the Dedicated Schools Grant. The free place can be accessed at private, voluntary and independent providers (pvi) who are part of the Early Education Funding scheme and also in some maintained nursery provision. The Department for Education is ceasing to fund this provision at the end of March 2019. The report considers the implications for the Council and for families who may be eligible for the 25 hours funding. The policy for funding 25 hours childcare was a strand of the Single point of admissions policy approved by the Cabinet on 17 July 2007 and is therefore subject to Cabinet decision if any change is proposed.

The Cabinet is RECOMMENDED to approve a change to the policy on Full Time admissions for Reception Aged 4 Year Olds to remove the 25-hour funding offer for children deferring or not taking up a school reception place, with effect from 1 April 2019

9. **Minerals and Waste Local Plan: Site Allocations - Issues and Options Consultation (Pages 133 - 166)**

Cabinet Member: Environment

Forward Plan Ref: 2018/015

Contact: Peter Day, Minerals and Waste Policy Team Leader Tel: 07392 318899

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

Following adoption of the Minerals and Waste Local Plan: Core Strategy, the County Council must now prepare Part 2 of the Plan, the Minerals and Waste Local Plan: Site Allocations. The programme for preparing the Sites Plan in the Council's Minerals and Waste Development Scheme, December 2017 sets a target date of November 2020 for adoption. The first key stage is public consultation on site options (issues and options consultation), which is timetabled for June – July 2018.

In January 2018, the Proposed Site Assessment Methodology and the Draft Sustainability Appraisal Scoping Report were published for informal consultation. These documents will be revised in the light of consultation responses and will be published alongside the issues and options consultation to provide a further opportunity for public

comment.

The Core Strategy identifies the additional requirements for mineral working over the plan period that the Sites Plan needs to make provision for through site allocations. In particular there is a requirement to provide for an additional 6 million tonnes of sharp sand and gravel. There are also requirements for allocations in the Sites Plan to provide additional capacity for recycled and secondary aggregate production and for certain types of waste management, particularly recycling. The Proposed Site Assessment Methodology included a renewed 'call' for site nominations, for both minerals and waste. The sites that have been nominated are listed in annexes to the report.

At this stage in the plan preparation process, no decisions are made as to the sites that should or should not be included in the plan or on any other policy matters. The issues and options consultation is about inviting views on what the plan should cover and what issues it should address, and establishing the site options and seeking information that will help in assessing those options. Apart from an initial high-level screening of mineral site nominations, the nominated sites have not yet been assessed. Assessment will be carried out after consultation on these sites has been undertaken as part of the issues and options consultation.

The report puts forward possible consultation questions about the nominated sites. The issues and options consultation also provides an opportunity to seek views on other issues relating to the allocation of sites. Possible issues and related questions for inclusion in the consultation are put forward in an annex to the report.

The Mineral and Waste Cabinet Advisory Group has considered the nominated sites and discussed possible issues and questions to be included in the issues and options consultation. The views of CAG members have informed the report.

Preparation of the issues and options consultation document is taking slightly longer than envisaged and it is now proposed that it be published in July 2018, with the consultation period running to September. This should not affect the timetable for subsequent stages of preparation of the Sites Plan.

The Cabinet is RECOMMENDED to authorise the Director for Planning & Place, in consultation with the Cabinet Member for Environment, to approve the Oxfordshire Minerals and Waste Site Allocations Plan Issues and Options Consultation Document for publication for public consultation, the document to include the site options listed in annexes 3 and 4 and the consultation questions at paragraphs 25 – 28 and annex 5 of this report, following consultation with the Minerals and Waste Cabinet Advisory Group.

10. Corporate Plan 2018-2021 (Pages 167 - 206)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2018/079

Contact: Ben Threadgold, Policy and Performance Service Manager Tel: 07867 467838/Samantha Shepherd, Senior Policy Officer Tel: 07789 088173

Report by Chief Executive (**CA10**).

The Corporate Plan sets out the County Council's overarching strategy for the period 2018-2021. It states our updated vision for 'thriving communities' in Oxfordshire and describes the council's main priorities and the specific actions that will be taken in the period to March 2019.

This document builds on a short, public-facing document (the 'prospectus') which was published in October 2017 and summarised the council's vision and priorities. The Corporate Plan 2018-2021 expands on the messages in the prospectus, drawing together our vision, values and the key areas of focus for the coming year.

The intended audience for the Plan is Councillors, staff, partners, inspectors and residents with a specific interest.

Cabinet is RECOMMENDED to:

- (a) **note the Draft Corporate Plan 2018- 2021;**
- (b) **RECOMMEND that the Draft Corporate Plan be agreed by Council;**
- (c) **Delegate authority for final additions and changes to be agreed by the Leader and the Chief Executive on behalf of Cabinet.**

11. Appointments 2018/19 (Pages 207 - 218)

Cabinet Member: Leader

Forward Plan Ref: 2018/002

Contact: Sue Whitehead, Principal Committee Officer Tel: 07393 001213

Report by Director for Law & Governance (**CA11**).

To consider member appointments to a variety of bodies which in different ways support the discharge of the Council's Executive functions.

The Cabinet is RECOMMENDED to:

- (a) **agree appointments to the bodies set out in the Annex to this report;**
- (b) **agree that following a review of appointments a further report is submitted to the October meeting of Cabinet**

12. Forward Plan and Future Business (Pages 219 - 222)

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 **CA**. 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.
