

To: Members of the Cabinet

## ***Notice of a Meeting of the Cabinet***

**Tuesday, 18 June 2019 at 2.00 pm**

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



Yvonne Rees  
Chief Executive

June 2019

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

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### **Membership**

#### *Councillors*

Ian Hudspeth	Leader of the Council
Mrs Judith Heathcoat	Deputy Leader
Lawrie Stratford	Cabinet Member for Adult Social Care & Public Health
Ian Corkin	Cabinet Member for Cherwell Partnership
Steve Harrod	Cabinet Member for Children & Family Services
Lorraine Lindsay-Gale	Cabinet Member for Education & Cultural Services
Yvonne Constance OBE	Cabinet Member for Environment
David Bartholomew	Cabinet Member for Finance
Mark Gray	Cabinet Member for Local Communities
Eddie Reeves	Cabinet Member for Transformation

*The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 26 June 2019 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: 16 July 2019*

## 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](mailto: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 - 18)

To approve the minutes of the meeting held on 14 May 2019 (**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. Provisional Revenue Outturn Report 2018/19 (Pages 19 - 48)

*Cabinet Member:* Finance

*Forward Plan Ref:* 2019/004

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

*Tel:* 07584 909518

The purpose of this report is to present and provide commentary on the provisional revenue outturn position for 2018/19 prior to the formal closure of the accounts.

**The Cabinet is RECOMMENDED to:**

- (a) note the provisional revenue outturn for 2018/19 along with the year-end position on general balances and earmarked reserves as set out in the report;**
- (b) approve the transfer of over and under spends to general balances as set out in paragraph 5;**
- (c) agree that the surplus on the On-Street Parking Account at the end of the 2018/19 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 2019/20 financial year as set out in Annex 3;**
- (d) approve the transfer of the £0.4m underspend relating to the replacement of the Oxfordshire Strategic Model to the Budget Priorities Reserve for use in 2019/20 as set out in the Communities Section below;**
- (e) approve the revised 2019/20 Earmarked Reserve forecast as set out in Annex 5.**

## **7. Provisional Capital Outturn 2018/19 (Pages 49 - 66)**

*Cabinet Member:* Finance

*Forward Plan Ref:* 2019/004

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

*Tel:* 07584 909518

Report by Director of Finance (**CA7**).

The report presents the provisional capital outturn for the Council and identifies variations of actual outturn against budgets in 2018/19. Figures shown in the report reflect those included in the Council's Statement of Accounts for 2018/19.

***Cabinet is RECOMMENDED to note the provisional capital outturn for 2018/19 as set out in the report.***

## **8. Business Management & Monitoring Report - April 2019 (Pages 67 - 102)**

*Cabinet Member:* Deputy Leader of the Council and Cabinet Member for Finance

*Forward Plan Ref:* 2019/023

*Contact:* Steven Fairhurst Jones, Corporate Performance & Risk Manager Tel: 07932

318890/Katy Jurczynszyn, Finance Manager (Finance, Strategy and Monitoring) Tel 07584 909518

Report by Policy & Performance Service Manager (**CA8**)

The report sets out Oxfordshire County Council's progress towards Corporate Plan priorities and provides an update on the delivery of the Medium-Term Financial Plan at the end of April 2019.

***The Cabinet is RECOMMENDED to:***

***(a) note the contents of this report;***

***(b) approve a temporary virement of £2.2m from the corporate contingency budget to the SEN Home to School Transport budget for 2019/20 as set out in paragraph 21.***

## **9. Joint Municipal Waste Management Strategy for Oxfordshire (Pages 103 - 134)**

*Cabinet Member:* Environment

*Forward Plan Ref:* 2019/054

*Contact:* Rachel Burns, Waste Strategy Manager Tel: 07789 877310

Report by Environment & Heritage Manager and Waste Strategy Manager (**CA9**).

The Oxfordshire Environment Partnership (OEP) is a partnership of County, City and District Councils working together on waste management and environmental matters. Our Joint Municipal Waste Management Strategy (JMWMS) is a statutory document that details how we will work together to provide waste and recycling services in the county.

The first JMWMS was agreed in 2007, and it was reviewed in 2012. In 2018/19 OEP carried out a second review of the JMWMS, incorporating the newly published national Resources and Waste Strategy.

The strategy is bold and ambitious, supporting efforts to reduce waste and increase recycling. OEP's vision is for everyone in Oxfordshire, residents and businesses, to take ownership for the waste they generate. OEP wants to work together to ensure items and materials are seen as a valuable resource to be used again, recycled for further manufacturing or sent for energy recovery. OEP will encourage and help residents and businesses to embrace the principles of waste as a resource and be part of our vision to think and act differently from now on.

The strategy is being presented to all partner authorities for adoption.

***Cabinet is RECOMMENDED to:***

***(a) note the contents and challenges of the Joint Municipal Waste Management Strategy for Oxfordshire***

***(b) adopt the Joint Municipal Waste Management Strategy for Oxfordshire.***

## 10. Review of Oxfordshire Statement of Community Involvement (Pages 135 - 174)

*Cabinet Member:* Environment

*Forward Plan Ref:* 2019/072

*Contact:* Peter Day, Minerals Principal Officer Tel: 07392 318899

Report by Director for Planning & Place (**CA10**).

The County Council is required to prepare, and keep up to date, a Statement of Community Involvement (SCI). The SCI is a statutory planning document that sets out how the Council will involve the community (consultees, stakeholders and other interested parties) in:

- i. preparing and reviewing the Minerals and Waste Local Plan;
- ii. making decisions on planning applications.

The current Oxfordshire SCI was adopted by the Council in March 2015.

The Council must comply with its SCI in preparing local plan documents. The Council is currently preparing the Minerals and Waste Site Allocations Plan and it is important that an up to date SCI is in place when the plan is submitted for examination. There have been some legislative changes affecting SCIs. The current SCI should therefore be reviewed before the Minerals and Waste Site Allocations Plan is published and submitted for examination. A draft revised SCI has been prepared, with a view to carrying out public consultation on it this summer, leading to adoption of a revised SCI in December 2019.

***The Cabinet is RECOMMENDED to***

- (a) ***approve the draft revised Oxfordshire Statement of Community Involvement at Annex 1, subject to final detailed amendment and editing, as a draft for public consultation;***
- (b) ***authorise the Director for Planning & Place to:***
  - (i) ***carry out final detailed amendment and editing of the draft revised Oxfordshire Statement of Community Involvement, in consultation with the Cabinet Member for Environment;***
  - (ii) ***publish the draft revised Oxfordshire Statement of Community Involvement for public consultation.***

## 11. Oxford Euro 6 Low Emission Zone for Buses (Pages 175 - 200)

*Cabinet Member:* Environment

*Forward Plan Ref:* 2019/058

*Contact:* Joanne Fellows, Infrastructure Locality Lead – Oxford Tel: 07990 368897/Martin Kraftl, Principal Transport Planner Tel: 07920 084336

Report by Director for Planning & Place (**CA11**).

To seek approval of emissions controls for buses in Oxford and submission of a request to the Traffic Commissioner to introduce a Traffic Regulation Condition (TRC) to enforce these controls.

***Cabinet is RECOMMENDED to:***

- (a) approve the proposed emissions requirements for buses outlined in the report;***
- (b) authorise officers to make minor changes to the draft Traffic Regulation Condition at Annex 1 if required; and***
- (c) instruct officers to submit a request to the Traffic Commissioner for a Traffic Regulation Condition (TRC) based on the draft at Annex 1***

## 12. Cherwell District Council Agency Agreement (S101) - Management of Temporary Signs on the Highway (Pages 201 - 204)

*Cabinet Member:* Environment

*Forward Plan Ref:* 2019/055

*Contact:* Paul Fermer, Assistant Director of Community Operations Tel: 07825 273984

Report by Director for Community Operations (**CA12**).

The report seeks approval to delegate the management of temporary signs on the highway to Cherwell District Council. A separate proposal is included in giving the required authorisation to Cherwell to manage and enable the sponsorship of roundabouts in the CDC area (already in progress) and to share any surplus income from the activity.

***The Cabinet is RECOMMENDED to:***

- (a) note the progress being made regarding partnership opportunities between Cherwell District Council and Oxfordshire County Council Operational Teams;***
- (b) to delegate authority to the Director of Law and Governance, in consultation with the Cabinet Member for Environment, and the Strategic Director of Communities to agree appropriate terms of the agreement.***

### **13. Forward Plan and Future Business (Pages 205 - 208)**

*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 **CA13**. 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.***

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