



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 20 September 2016 at 2.00 pm

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

Peter Clark
County Director

September 2016

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 Local Government, Business, ICT & Customer Services</i>
Melinda Tilley	<i>Cabinet Member for Children, Education & Families</i>
Lorraine Lindsay-Gale	<i>Cabinet Member for Property, 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 28 September 2016 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: 18 October 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 **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 - 14)

To approve the minutes of the meeting held on 19 July 2016 (**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. Reports into Future of Local Government in Oxfordshire (Pages 15 - 216)

Cabinet Members: Leader and Local Government, ICT, Business & Customer Services
Forward Plan Ref: 2016/091

Contact: John Courouble, Research Intelligence Manager, Tel: 07968 242072

Report by County Director (**CA6**).

In early May Oxfordshire County Council appointed Grant Thornton UK LLP (GT) to

consider how local government could be reorganised to reduce costs, improve service outcomes, support economic growth, enhance local engagement and empowerment, and provide strong and accountable leadership.

This followed the appointment of PwC to conduct a review commissioned by Oxford City Council on behalf of Oxfordshire's Districts into proposals launched by District Leaders in February to restructure local government in Oxfordshire.

This paper enables Cabinet to consider the outcome of the two reports, and inform consideration of the next steps in response to them.

Cabinet is RECOMMENDED to consider the proposals set out in the PwC and GT reports, together with any comments or recommendations following Performance Scrutiny Committee on the 13 Sept, with a view to taking forward the most appropriate proposal for Oxfordshire.

7. Service & Resource Planning Report - 2017/18 - September 2016 (Pages 217 - 250)

Cabinet Member: Finance

Forward Plan Ref: 2016/040

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

Tel: 07584 909518

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

This report is the first in the series on the Service & Resource Planning process for 2017/18 which will culminate in Council setting a budget for 2017/18 in February 2017. This initial report sets the context and the starting point for the process. It sets out:

- the assumptions on which the existing Medium Term Financial Plan (MTFP) is based,
- known and potential financial issues for 2017/18 and beyond which impact on the existing MTFP, and
- a proposed process for Service & Resource Planning for 2017/18 including a timetable of events.

The report follows on from the report presented to Cabinet in July 2016, 'Revised Medium Term Financial Plan 2017/18 - 2019/20'.

The Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) approve the Service and Resource Planning process for 2017/18; and***
- (c) approve a four year period for the Medium Term Financial Plan and Capital Programme to 2020/21.***

8. **Transition Fund for Community Initiatives for Open Access Children's Services** (Pages 251 - 264)

Cabinet Member: Finance

Forward Plan Ref: 2016/077

Contact: Sarah Jelley, Senior Policy & Performance Officer Tel: 07554 103437

Report by Chief Finance Officer (**CA8**).

In February 2016 the council agreed to set aside £1m for creating a 'one off' fund to provide pump priming to support Children's Centres. It was agreed that a cross party group of county councillors would consider maximum benefit of this fund and bring proposals back to cabinet for decision.

The working group considered approaches and options and proposed the attached guidance notes and grant application form.

The Cabinet is RECOMMENDED to approve the Grant Guidance and Grant Application as set out in Annexes 2 and 3.

9. **Proposed Draft Strategic Economic Plan Refresh** (Pages 265 - 328)

Cabinet Member: Environment

Forward Plan Ref: 2016/085

Contact: Robin Rogers, Spatial Infrastructure Planning Resources Manager Tel: 07789 923206

Report by Acting Director for Environment & Economy (**CA9**).

In 2013, central government required Local Enterprise Partnerships to develop multi-year Strategic Economic Plans (SEP).

Oxfordshire's Local Enterprise Partnership, OxLEP, published its SEP Driving Economic Growth Through Innovation in March 2014.

In order to reflect progress in delivering the objectives of the original SEP and the development of associated detailed plans, address changes in the purpose of the plan and align better with changing economic circumstances, OxLEP have undertaken a SEP "refresh".

OxLEP have also sought to generate wider engagement with the development of the refreshed SEP than was possible in 2014/15 due to the tight timetable set by central government.

Following a series of development workshops, OxLEP published a draft plan in April 2016 for public and stakeholder consultation. OxLEP have now published a revised draft for formal consideration by Oxfordshire's local authorities, the Skills Board, the Growth Board and final decision making by the Local Enterprise Partnership itself.

This report introduces the refreshed SEP for comment and invites Cabinet to endorse

the document ahead of final agreement by OxLEP.

The Cabinet is RECOMMENDED to endorse the revised SEP as set out in Appendix 1.

10. Report on the Impact of National Living Wage on Adult Social Care's Contracted Services (Pages 329 - 342)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2016/042

Contact: Andrew Colling, Lead for Quality & Contracts (Joint Commissioning) Tel: (01865) 323682

Report by Deputy Director – Joint Commissioning (**CA10**).

The National Living Wage came into force in April 2016 and the first premium was set at £0.50 per hour bringing the total National Living Wage to a level of £7.20 per hour. The premium is over and above the National Minimum Wage which remains in place for those workers between the ages of 18 and 25 years of age.

In November 2015 the Chancellor of the Exchequer announced the outcome of the Spending Review. This included provision for increased income generation through an additional council tax precept for the purpose of supporting adult social care costs including the National Living Wage. The Department for Communities and Local Government subsequently noted that this was also in recognition of demographic changes which are leading to growing demand for adult social care, which is increasing pressure on council budgets.

In February 2016 the county council approved an additional 2.0% council tax precept for 2016/17. This generated £5.883m to support the costs of adult social care in Oxfordshire, including the impact of the implementation of the National Living Wage from 1 April 2016. In addition a further £0.600m was agreed to be added to the budget to support the impact of the National Living Wage on the cost of sleep-in care. This supports service users, primarily with learning disabilities, through the night - time period.

Some of the Adult Social Care Precept has already been used to reflect the direct impact of the National Living Wage and other agreed cost pressures on providers in 2016/17. Through those decisions £0.857m of the £5.883m has already been committed leaving £5.026m to allocate.

The impact of the National Living Wage is not known either nationally or locally. In view of this the council asked officers to undertake further work in this area to establish its impact.

This report describes our subsequent discussion with care providers and the consultation exercise we have taken on the use of the funding available. It concludes with recommendations about how the £5.026m should be used within Adult Social Care and notes the availability of the £0.600m funding to support sleep - in care.

Considering the evidence received in conjunction with the pressures already apparent in 2016/17, Cabinet are RECOMMENDED to:

- (a) agree that the assumed hourly rate for home support workers funded through the council's home support model should be increased from £7.20 per hour to the Skills for Care rate for Oxfordshire of £8.59 per hour. £1.062m of the Adult Social Care Precept should be added the council's contribution to the Older People's Pooled Budget to fund the cost of additional payments to home support providers resulting from the increase to the hourly rate.**
- (b) agree that £0.964m of the Adult Social Care Precept should be held as a contingency to support specific in-year pressures raised by providers between October and March 2017. The expectation is that this will be relevant in a limited number of cases where a provider has a longstanding contract and have not otherwise received an increase in their payment rates for a number of years. Any allocation will need to be evidenced through open-book accounting and agreed on an exceptional basis. Any balance remaining at year end will be used to support further pressures in adult social care evident by 31 March 2017.**
- (c) agree that £3.000m of the Adult Social Care Precept should be used to increase the council's contribution to the Older People's Pooled Budget on a permanent basis to support on-going demand and expenditure pressures evident in 2016/17.**
- (d) note that the £0.600m budget available to support the cost of sleep-in support for service users will be ring fenced for such purposes, in line with the original budget approval to be used mainly in the area of Learning Disability providers. Funding will be allocated subject to evidence of actual changes to wages and the outcome will be reported through the Financial Monitoring Report.**

11. Staffing Report - Quarter 1 - 2016 (Pages 343 - 346)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2016/041

Contact: Sue Corrigan, County HR Manager Tel: (01865) 810280

Report by Chief Human Resources Officer (**CA11**).

This report gives an update on staffing numbers and related activity during the period 1 April 2016 to 30 June 2016. It gives details of the actual staffing numbers at 31 March 2016 in terms of Full Time Equivalents. These are shown by directorate in Appendix 1. In addition, the report provides information on the cost of posts being covered by agency staff.

The Cabinet is RECOMMENDED to note the report.

12. Appointments 2016/17 (Pages 347 - 356)

Cabinet Member: Leader

Forward Plan Ref: 2016/075

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

Report by Chief Legal Officer (**CA12**).

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 agree the appointments as set out in the Annex to this report, subject to any changes reported in any amended schedule and at the meeting.

13. Forward Plan and Future Business (Pages 357 - 360)

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 **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.
