



To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 24 January 2017 at 2.00 pm

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

Peter Clark
Interim Chief Executive

January 2017

Contact Officer: **Sue Whitehead**
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Membership

Councillors

Ian Hudspeth	Leader of the Council
Rodney Rose	Deputy Leader of the Council
Mrs Judith Heathcoat	Cabinet Member for Adult Social Care
Nick Carter	Cabinet Member for Local Government, Business, ICT & Customer Services
Melinda Tilley	Cabinet Member for Children & Family Services
Steve Harrod	Cabinet Member for Education
Lorraine Lindsay-Gale	Cabinet Member for Property, Cultural & Community Services
David Nimmo Smith	Cabinet Member for Environment
Lawrie Stratford	Cabinet Member for Finance
Hilary Hibbert-Biles	Cabinet Member for Public Health

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 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: 21 February 2017

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 20 December 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. Business Management & Monitoring Report for Quarter 2 - January 2017 (Pages 15 - 32)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2016/087

Contact: Ian Dyson, Assistant Chief Finance Officer (Assurance) Tel 07393 001250

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

The report provides details of performance for quarter two 2016-17 for the Cabinet to

consider. The report is required so that the Cabinet can monitor the performance of the Council in key service areas and be assured that progress is being made to improve areas where performance is below the expected level.

Cabinet is RECOMMENDED to note and discuss the performance set out in this report.

7. Service & Resource Planning Report - 2017/18 - January 2017 (Pages 33 - 236)

Cabinet Member: Finance

Forward Plan Ref: 2016/086

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

Tel: 07584 909518

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

This report is the final report to Cabinet in the series on the service & resource planning process for 2017/18 to 2020/21, providing councillors with information on budget issues for 2017/18 and the medium term. It sets out the proposed 2017/18 budget, the draft 2017/18 – 2020/21 Medium Term Financial Plan (MTFP) and 2016/17 – 2020/21 Capital Programme. Information outstanding at the time of the Cabinet meeting will be reported to Council when it considers the budget on 14 February 2017.

The budget and draft 2017/18 – 2020/21 MTFP include the Cabinet's budget proposals which take into consideration the latest information on the council's financial position outlined in this report plus comments from the Performance Scrutiny Committee meeting on 5 January 2017 and comments from the public consultation on the budget. As final notification of some funding streams is awaited, some further changes may be made to the budget proposals ahead of Council on 14 February 2017.

The Cabinet is RECOMMENDED to RECOMMEND Council to approve:

- **in respect of revenue:**
 - (1) **a budget for 2017/18 and a medium term plan to 2020/21, based on the proposals set out in Section 4.2;**
 - (2) **a council tax requirement (precept) for 2017/18;**
 - (3) **a council tax for band D equivalent properties;**
 - (4) **virement arrangements to operate within the approved budget;**

- **in respect of treasury management:**
 - (1) **the Treasury Management Strategy Statement and Annual Investment Strategy for 2017/18;**
 - (2) **to continue to delegate the authority to withdraw or advance additional funds to/from external fund managers to the Treasury Management Strategy Team;**
 - (3) **that any further changes required to the 2017/18 strategy be delegated to the Director of Finance in consultation with the Leader of the Council and the Cabinet Member for Finance;**
 - (4) **the Prudential Indicators as set out in Appendix A of Section 4.5;**

- (5) **Minimum Revenue Provision Methodology Statement as set out in Appendix B of Section 4.5;**
 - (6) **The Specified Investment and Non Specified Investment instruments as set out in Appendix C and D of Section 4.5;**
 - (7) **The Treasury Management Policy Statement as set out in Appendix E of Section 4.5;**
- **In respect of capital:**
 - (1) **Approve a Capital Programme for 2016/17 to 2020/21 as set out in Section 4.9 including:**
 - (i) **the new capital proposals as set out in Section 4.9.1 (Appendix 3);**
 - (ii) **the Highways Structural Maintenance Programme 2017/18 and 2018/19 as set out in Section 4.9.2;**
 - (2) **Approve the Strategic Asset Management Plan at Section 4.9.3;**
 - **To delegate authority to the Leader of the Council, following consultation with the Director of Finance and the Cabinet Member for Finance, to make appropriate changes to the proposed budget.**

The Cabinet is RECOMMENDED to approve:

- (1) **the Review of Charges as set out in Annex 1.**

8. Daytime Support Review (Pages 237 - 358)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2016/104

Contact: Benedict Leigh, Strategic Commissioner – Adults Tel: 07554 115683

Report by Deputy Director for Joint Commissioning (**CA8**).

Cabinet are asked to consider the results of the public consultation on the proposed model and options for daytime support in Oxfordshire, and the recommended way forward. Cabinet are asked to recommend the County Council's future funding of daytime support and approach to delivering this, for a final decision by Council on 14 February as part of the broader budget-setting process.

Daytime support helps many older people, people with dementia, people with learning disabilities and people with physical disabilities to live independent and fulfilling lives, and is currently used by about 2000 people in Oxfordshire. It ranges from community lunch clubs to specialist centre-based support for people with complex needs.

A proposed model and options were put to public consultation, following the review of daytime support for people aged over 18 in Oxfordshire. This review started in March 2016, and focused on understanding the needs of vulnerable people for daytime support, specifically support to meet eligible care needs and support that prevents care needs escalating. Its purpose was to help the council to develop future options for daytime support to ensure it is fit for the future and sustainable over the longer term, in a challenging financial context.

The overall proposed model for daytime support is: support for people to live well in their local communities; open access, tailored support for more vulnerable people; and personal budgets for people with eligible needs. This paper provides the key messages from the public consultation and sets out recommendations for the way forward.

Subject to full Council making appropriate provision with the 2017/18 Budget and Medium Term Plan to 2020/21 Cabinet is RECOMMENDED to

- (a) consider the results of the consultation;***
- (b) agree to adopt the proposals outlined in this document for community and voluntary support;***
- (c) agree to adopt option A (the building based option) for delivery of the Community Support Service;***
- (d) agree the charges for the Community Support Service and the method of charging as set out in paragraphs 82 and 83 above.***

9. Carers' Strategy and Carers' Personal Budgets (Pages 359 - 412)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2016/089

Contact: Benedict Leigh, Lead Commissioner (Adults) Tel: (01865) 323554

Report by Director for Adult Social Services (**CA9**).

In February 2016, the Council agreed savings against carers' services totalling £660,000. This included a suggestion that savings could be made by introducing charging for carers' services.

It was found following investigation that the introduction of charging for carers' services was not viable and would not produce the savings required. Proposals for releasing funding by redesigning carers' personal budgets were developed, and these proposals were the subject of a public consultation, alongside the refreshed and updated version of the Oxfordshire Carers' Strategy.

The outcome of the consultation did not produce a single clear preferred option from those who responded. Therefore, a further alternative option for carers' personal budgets is proposed: a 'targeted' carers' personal budget of £300, jointly and equally funded by Oxfordshire County Council and Oxfordshire Clinical Commissioning Group and payable to all eligible carers who have high needs.

In addition, Oxfordshire Clinical Commissioning Group is proposing to fund an enhanced information and advice offer for all carers via direct electronic referral by a GP and input from an extension to the existing Oxfordshire County Council contract for the Carers Oxfordshire service.

The Cabinet is RECOMMENDED to approve the revised carers' personal budget payment and to welcome the intention of Oxfordshire Clinical Commissioning Group to fund an enhanced information and advice offer via direct GP referral.

10. Housing Related Support Pooled Budget Agreement (Pages 413 - 440)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2016/084

Contact: Natalia Lachkou, Commissioning Manager Tel: 07881 500344

Report by Director for Adult Social Services (**CA10**).

The County Council together with the five city/district councils and the Oxfordshire Clinical Commissioning Group has developed under the Health Improvement Board umbrella a new commissioning plan for housing related support services in light of the County Council's £1.5m budget reduction by 2019/20.

The partners have reached a unanimous agreement to create a new joint governance structure to procure and manage services and accommodation for single homeless people. The project will be delivered over a three year period starting from 1 April 2017. This requires all partners to enter into a new partnering agreement. The Cabinet is required to decide whether the County Council should enter into this new partnering agreement.

The Cabinet is RECOMMENDED to agree to contribute to a pooled budget for housing related support between the County Council, the District and City Councils and Clinical Commissioning Group, under the terms of the proposed partnering agreement, the final version of which would be signed in due course by the relevant senior officer under the delegated decision making authority scheme.

11. Oxfordshire Minerals & Waste Local Plan - Core Strategy (Pages 441 - 1204)

Cabinet Member: Environment

Forward Plan Ref: 2016/070

Contact: Peter Day, Minerals & Waste Policy Team Leader Tel: (01865) 815544

Report by Acting Director for Environment & Economy (**CA11**).

The County Council has a statutory duty to prepare a new Oxfordshire Minerals and Waste Local Plan, to provide an effective planning strategy and policies for the supply of minerals and management of waste in the county, consistent with environmental, social and economic needs. The Oxfordshire Minerals and Waste Local Plan: Part 1 – Core Strategy (the Plan) was approved by the County Council in March 2015 and submitted for independent examination by a planning inspector in December 2015. Following a hearing held in September 2016, the Inspector has issued an Interim Report.

The Interim Report provides the Inspector's conclusions on the amounts of provision that need to be made for mineral working and waste management over the Plan period to 2031. He has concluded that the provision for mineral working should be as the Council proposed in the submitted Plan, based on the Local Aggregate Assessment 2014. The Interim Report also covers certain legal and procedural matters, including

the need for further Strategic Environmental Assessment / Sustainability Appraisal (SEA/SA) work to be undertaken and states that modifications to the Plan will need to be proposed.

The further SEA/SA work required has been undertaken, including: consideration of alternatives for the minerals and waste strategies to establish the 'reasonable' alternatives that should be assessed; SEA/SA of the 'reasonable' alternatives; and SEA/SA of proposed modifications. A comprehensive new SEA/SA report has been prepared. Proposed modifications to the Plan have been drafted in response to the Inspector's Interim Report and in the light of representations made on the Plan and discussion at the examination hearing and the further SA/SEA of reasonable alternatives. The proposed modifications and the SEA/SA report will need to be published for public consultation and the Inspector will then consider any representations that are made before he finalises his report of the examination of the Plan.

The Cabinet is RECOMMENDED to:

- (a) agree the main modifications to the Oxfordshire Minerals and Waste Local Plan: Part 1 – Core Strategy in Annexes 8, 8a and 8b for publication for public consultation; and***
- (b) authorise the Strategic Director Communities in consultation with the Cabinet Member for Environment to finalise the additional modifications to the Oxfordshire Minerals and Waste Local Plan: Part 1 – Core Strategy in Annex 8 for publication for public comment; and***
- (c) authorise the Strategic Director Communities in consultation with the Cabinet Member for Environment to finalise the Strategic Environmental Assessment / Sustainability Appraisal report on the Oxfordshire Minerals and Waste Local Plan: Part 1 – Core Strategy, to include the work contained in Annexes 2 – 7, for publication for public consultation; and***
- (d) authorise the Strategic Director Communities to make a request to the Inspector who is carrying out the examination of the Oxfordshire Minerals and Waste Local Plan: Part 1 – Core Strategy to recommend modifications to the plan under section 20(7C) of the Planning and Compulsory Purchase Act 2004.***

12. Delegated Powers - January 2017

Cabinet Member: Leader

Forward Plan Ref: 2016/088

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

Lead Officer: Chief Legal Officer & Monitoring Officer (**CA12**).

To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for scrutiny call in.

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
21 November 2016	Exemption from Contract Procedure Rules – Funding to Groundwork South for outstanding property items at outdoor education centres: Kilvrough, and Yenworthy	To approve an exemption from tendering under the Council’s Contract Procedure Rules in respect of a Contract for Works/Development Agreement with Groundwork South for outstanding property items at outdoor education centres: Kilvrough, and Yenworthy. The total cost of the funding from the council to Groundwork South is no more than £185,000 plus VAT with the council recovering the VAT.	In order to put in place a Contract for Works/Development Agreement as soon as possible, as the funding is a key part of the transfer of the service from the council to Groundwork South which went ahead on 1 October. Any delay in providing this puts at risk the excellent working relationship built up between the council and Groundwork South over the past 12 months and slows down the delivery of essential maintenance works at the centres.
30 November 2016	Exemption from Contract Procedure Rules – Condom Distribution Services	To approve an exemption from tendering under the Council’s Contract Procedure Rules in respect of a contract for the provision of condom distribution services by Oxford University Hospital Foundation Trust (OUHT) at a cost for two years of £78,858 (£39,429 per year).	To ensure integration with the existing sexual health services contract and to allow any future contract for services for condom distribution to be negotiated into the wider integrated sexual health services contract when it is recommissioned for commencement 1 st April 2019.

13. Forward Plan and Future Business (Pages 1205 - 1206)

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.
