



To: Members of the Cabinet

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

**Tuesday, 20 November 2018 at 2.00 pm**

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

Yvonne Rees  
Chief Executive

November 2018

Committee Officer: **Sue Whitehead**

Tel: 07393 001213; E-Mail: [sue.whitehead@oxfordshire.gov.uk](mailto: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 & 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 28 November 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: 18 December 2018*

County Hall, New Road, Oxford, OX1 1ND

[www.oxfordshire.gov.uk](http://www.oxfordshire.gov.uk) Fax: 01865 783195 Media Enquiries 01865 323870

## 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 - 14)

To approve the minutes of the meeting held on 16 October 2018 (**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. Treasury Management Mid-Term Review (2018/19) (Pages 15 - 32)

*Cabinet Member:* Finance

*Forward Plan Ref:* 2018/097

*Contact:* Donna Ross, Principal Finance Manager – Treasury Pension Tel: (01865) 323976

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

The report sets out the Treasury Management activity undertaken in the first half of the

financial year 2018/19 in compliance with the CIPFA Code of Practice. The report includes Debt and Investment activity, Prudential Indicator monitoring and forecast interest receivable and payable for the financial year.

***Cabinet is RECOMMENDED to:-***

***(a) note the report.***

***(b) RECOMMEND Council to note the report and the Council's Mid-Term Treasury Management Review 2018/19.***

**7. The Oxfordshire Safeguarding Children's Board Annual Report/The Performance Audit & Quality Assurance Annual Report and The Case Review & Governance Annual Report (Pages 33 - 140)**

*Cabinet Member: Children & Family Services*

*Forward Plan Ref: 2018/073*

*Contact: Tan Lea, Strategic Safeguarding Partnerships Manager Tel: 07867 923287*

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

Local Safeguarding Children Boards were set up under the Children Act 2004 to co-operate with each other in order to safeguard children and promote their welfare. The Oxfordshire Board is led by an independent chair and includes representation from all six local authorities in Oxfordshire, as well as the National Probation service, the Community Rehabilitation Company, Police, Oxfordshire Clinical Commissioning Group, Oxford University Hospitals NHS Trust, Oxford Health NHS Foundation Trust, schools and Further Education colleges, the military, the voluntary sector and lay members.

The report highlights findings from the Board's annual report on the effectiveness of local arrangements to safeguard and promote the welfare of children in Oxfordshire. Also included are annual reports on serious case reviews and quality assurance

The OSCB annual report will also be considered by the Performance Scrutiny Committee and the Health and Wellbeing Board.

***Cabinet is RECOMMENDED to note these annual reports and provide any comments.***

**8. Oxfordshire Safeguarding Adults Board Annual Report 2017-18 (Pages 141 - 156)**

*Cabinet Member: Adult Social Care & Public Health*

*Forward Plan Ref: 2018/125*

*Contact: Steven Turner, OSAB Business Manager Tel: (01865) 328993*

Report by the Director of Adult Services (**CA8**).

The OSAB is required to report annually on the work of the Board and of its partners,

assessing the position of the partnerships in relation to the safeguarding adults at risk within Oxfordshire.

**Cabinet is RECOMMENDED to**

- (a) **Note that the adult safeguarding partnership is working across Oxfordshire and that work undertaken by the Board and its partners has resulted in a 9% decrease in safeguarding concerns being referred into the Local Authority, reversing a six-year trend of an annual 30% increase in concerns year-on-year.**
- (b) **Note the priorities within the report (pages 24 & 25) around service user and community engagement, improving multi-agency working, monitoring key issues and early help strategies & initiatives for 2018-19.**

## **9. Oxfordshire Local Aggregate Assessment 2018 (Pages 157 - 168)**

*Cabinet Member: Environment*

*Forward Plan Ref: 2018/101*

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

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

Government planning policy in the NPPF requires the County Council to prepare an annual Local Aggregate Assessment (LAA). The LAA establishes the amount of provision for mineral working that should be made in the Minerals and Waste Local Plan and it can also be a material consideration in the determination of planning applications for mineral working. The current LAA 2017 was approved by the Cabinet in December 2017. It set provision levels for sharp sand and gravel and crushed rock higher than the 10 year sale average. These figures are the same as in the previous LAA 2014, which provides the basis for the levels of provision for mineral supply in policy M2 of the Minerals and Waste Local Plan: Part 1 - Core Strategy which was adopted in September 2017.

Updated information on sales and reserves of aggregates in Oxfordshire, for 2017, is now available. A revised LAA 2018 should be produced, taking into account this more up to date information.

Sales of sharp sand and gravel increased in 2017. There was a further slight decrease in the 10 year sales average but the 3 year sales average increased and the generally upward trend in sales was continued. Sales of soft sand and crushed rock increased and were above the LAA 2017 provision levels. On the basis of the new information available, it is considered that the approach and methodology used in the LAA 2014 and LAA 2017 continues to be robust and defensible and that the resultant analysis and conclusions continue to hold; and that the provision levels in the LAA 2017 continue to be appropriate and should be carried forward in the revised LAA 2018. It is considered to be too early in the monitoring period for the Core Strategy to change the LAA provision levels. However, the situation should continue to be monitored and the possible need for review of the figures considered annually.

***The Cabinet is RECOMMENDED, subject to consideration of any advice from the South East England Aggregate Working Party, to***

- (a) approve the inclusion of the provision level figures in paragraph 11 of the above report in the Oxfordshire Local Aggregate Assessment 2018 for use as the basis for provision for mineral working in the Oxfordshire Minerals and Waste Local Plan and for calculating the Oxfordshire landbank;***
- (b) authorise the Director for Planning and Place in consultation with the Cabinet Member for Environment to finalise the Oxfordshire Local Aggregate Assessment 2018 and to publish it on the Council website.***

**10. Thames Water Revised Draft Water Resource Management Plan (WRMP) (Pages 169 - 192)**

*Cabinet Member: Environment*

*Forward Plan Ref: 2018/142*

*Contact: Dawn Pettis, Strategy Planning Team Leader Tel: (01865) 815320/Amanda Jacobs, Principal Infrastructure Planner Tel: 07825 314772*

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

Thames Water are currently consulting on their Revised Draft Water Resources Management Plan (WRMP) 2019 which looks ahead to 2100.

The consultation documents outline the changes to the original Draft WRMP and include the preferred demand management and water supply options for Thames Water and the wider South East region.

The Cabinet paper acknowledges some progress that Thames Water has made in terms of commitment to further reduction in leakage. However, concerns remain on the calculations used by Thames Water to underpin their preferred plan and the principle of a proposed reservoir in Abingdon. The paper also discusses high level transport issues that Thames Water needs to consider, should the proposed reservoir progress.

***Cabinet is RECOMMENDED to:***

- (a) Consider the issues and the draft response in Appendix 1, and provide comments as appropriate.***
- (b) Agree that the final response to the consultation be signed off by the Director for Planning and Place in consultation with the Cabinet Member for the Environment.***

**11. Innovation Fund for Daytime Support Grant Awards - November 2018 (Pages 193 - 214)**

*Cabinet Member: Adult Social Care & Public Health*

*Forward Plan Ref: 2018/138*

*Contact: Rebecca Lanchbury, Commissioning Officer (Older People) Tel: 07584*

481255

Report by Deputy Director for Joint Commissioning (**CA11**).

The Innovation Fund for Daytime support 2018-19 was open to applications from all community and voluntary organisations to deliver new innovative projects for daytime support in Oxfordshire.

The aim of the funding is to provide one-off funding to support the development of self-sustaining projects, delivering new opportunities for adults in Oxfordshire.

As per the agreed cross-party decision-making process, the cross-party panel reviewed the applications and assessed them against grant criteria. Recommendations for award were coproduced with people who use services and supported by officer recommendations.

This paper sets out the final cross-party panel recommendations for allocation of the Innovation Fund for daytime support 2018-19, for decision by Cabinet.

**Cabinet is RECOMMENDED to:**

- (a) congratulate the voluntary sector for its continued commitment and dedication to innovation and provision of new opportunities to people using services in Oxfordshire;**
- (b) review and agree the cross-party evaluation panel's recommendations for Innovation Fund grant awards as set out at paragraph 10 of the report; and.**
- (c) approve utilisation of the remaining amount as set out under 18 above for a third round of applications to the Innovation Fund 2018-19.**

## **12. Staffing Report - Quarter 2 - 2018 (Pages 215 - 222)**

*Cabinet Member:* Deputy Leader

*Forward Plan Ref:* 2018/098

*Contact:* Sarah Currell, HR Manager – IBC Interface Tel: 07867 467793

Report by Director of Human Resources (**CA12**).

This report gives an update on staffing numbers and related activity during the period 1 July 2018 to 30 September 2018. It gives details of the actual staffing numbers at 30 September 2018 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 and an Agency Trend analysis in Appendix 2.

***The Cabinet is RECOMMENDED to note the report***

### 13. Forward Plan and Future Business (Pages 223 - 226)

*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.***

### 14. Exempt Item

***It is RECOMMENDED that the public be excluded for the duration of items CA15 since it is likely that if they were present during that item there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified below in relation to those items and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.***

**THE DOCUMENT FOR THE ITEM HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS ‘CONFIDENTIAL’ BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.**

**THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH OTHERS AND NO COPIES SHOULD BE MADE.**

### 15. Exempt Minute (Pages 227 - 228)

To approve the exempt minutes of the meeting held on 16 October 2018 (**CA15**) and to receive information arising from them.

*The information contained in the annexes is exempt in that it falls within the following prescribed category:*

3. *Information relating to the financial or business affairs of any particular person (including the authority holding that information);*

*and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in*



*that the disclosure could affect both the outcome of the current planning application for delivery of the school and the conduct of the Education Skills and Funding Agency (ESFA).*

---