



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 14 May 2019 at 2.00 pm

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

Yvonne Rees
Chief Executive

May 2019

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 & 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 22 May 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: 18 June 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 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. Minutes (Pages 1 - 12)

To approve the minutes of the meeting held on 23 April 2019 (**CA3**) and to receive information arising from them.

3. Petitions and Public Address

4. Declarations of Interest – guidance note opposite

5. 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.

6. Measuring Corporate Performance: 2019-20 Outcomes Framework (Pages 13 - 24)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2019/003

Contact: Ben Threadgold, Policy & Performance Service Manager Tel: 07867 467838

Report by Chief Executive (**CA6**).

The Cabinet is recommended to consider this report and, subject to any amendments, approve the 2019-20 Outcomes Framework for use in monthly corporate reporting.

The Outcomes Framework is the mechanism by which progress towards OCC's Corporate Plan priorities is measured and reported. The draft 2019-20 version at Annex A has been revised to reflect this year's business activities and to incorporate improvements identified during routine review and engagement with members.

The Cabinet is RECOMMENDED to consider this report and, subject to any amendments, approve the 2019-20 Outcomes Framework for use in monthly corporate reporting.

7. Business Management & Monitoring Report - March 2019

Cabinet Members: Deputy Leader of the Council and Cabinet Member for Finance
Forward Plan Ref: 2019/022

Contacts: 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 (**CA7** - to follow).

The report demonstrates Oxfordshire County Council's (OCC'S) progress towards Corporate Plan priorities and an update on the delivery of the Medium Term Financial Plan at the end of March 2019. Please note this is not the final financial outturn position: year end transactions are still being processed at the time of writing. The Provisional Revenue Outturn 2018/19 Report will be considered by Cabinet on 18 June 2019

The report is the first of a monthly reporting cycle, replacing the previous quarterly cycle. This report concerns the month ending 31 March 2019.

The report summarises "what" the Council is doing – progress towards the objectives in the Corporate Plan – and "how" the Council is doing – our organisational health.

The report covers four elements of business management: performance, risk, human resources and finance. The main body of the report summarises these elements to show how they collectively affect progress towards the achievement of outcomes in the Corporate Plan. Further detail is then provided in each of the four annexes:

- Annex A: performance
- Annex B: risk
- Annex C: human resources (HR)
- Annex D: finance

The Cabinet is RECOMMENDED to note the contents of this report.

8. Appointments 2019/20 (Pages 25 - 36)

Cabinet Member: Leader

Forward Plan Ref: 2018/187

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

Report by Director of Law & Governance (**CA8**).

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 appointments to the bodies set out in the Annex to this report.

9. Forward Plan and Future Business (Pages 37 - 40)

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 **CA9**. 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.

10. Exempt Information

*It is **RECOMMENDED** that the public be excluded for the duration of item 11 (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 that item 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 on the grounds set out in that item.*

THE REPORT RELATING TO THE EXEMPT ITEM HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS STRICTLY PRIVATE TO MEMBERS AND OFFICERS ENTITLED TO RECEIVE IT.

11. **Transfer Operational Management of Oxfordshire County Council's Park and Ride's to Oxford City Council** (Pages 41 - 46)

Cabinet Member: Environment

Forward Plan Ref: 2019/041

Contact: Paul Fermer, Assistant Director of Community Operations

Report by Director for Infrastructure Operations (**CA11**).

The report contains exempt information. The information contained in the report 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 disclosure would undermine the process to the detriment of the Council's ability properly to discharge its fiduciary and other duties as a public authority.

The report seeks approval to enter into an Agency Agreement that will transfer the operational management of Oxfordshire County Council owned Park and Ride facilities to Oxford City Council these being Thornhill and Water Eaton.

Currently, the responsibility for managing the county's Park & Ride sites is split between the City and County councils. By joining this up, we will be able to create more efficient use of resources as well as offer a better and more consistent service to users.
