

To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 18 October 2011 at 2.00 pm

County Hall, Oxford, OX1 1ND

Joanna Simons

Joanna Simons
Chief Executive

October 2011

Contact Officer:

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Councillors

Membership

- | | |
|-----------------------|--|
| Keith R. Mitchell CBE | - <i>Leader of the Council</i> |
| David Robertson | - <i>Deputy Leader of the Council</i> |
| Arash Fatemian | - <i>Cabinet Member for Adult Services</i> |
| Louise Chapman | - <i>Cabinet Member for Children, Education & Families</i> |
| Jim Couchman | - <i>Cabinet Member for Finance & Property</i> |
| Lorraine Lindsay-Gale | - <i>Cabinet Member for Growth & Infrastructure</i> |
| Kieron Mallon | - <i>Cabinet Member for Police & Policy Co-ordination</i> |
| Mrs J. Heathcoat | - <i>Cabinet Member for Safer & Stronger Communities</i> |
| Melinda Tilley | - <i>Cabinet Member for Schools Improvement</i> |
| Rodney Rose | - <i>Cabinet Member for Transport</i> |

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 26 October 2011 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: 15 November 2011

Declarations of Interest

This note briefly summarises the position on interests which you must declare at the meeting. Please refer to the Members' Code of Conduct in Part 9.1 of the Constitution for a fuller description.

The duty to declare ...

You must always declare any "personal interest" in a matter under consideration, i.e. where the matter affects (either positively or negatively):

- (i) any of the financial and other interests which you are required to notify for inclusion in the statutory Register of Members' Interests; or
- (ii) your own well-being or financial position or that of any member of your family or any person with whom you have a close association more than it would affect other people in the County.

Whose interests are included ...

"Member of your family" in (ii) above includes spouses and partners and other relatives' spouses and partners, and extends to the employment and investment interests of relatives and friends and their involvement in other bodies of various descriptions. For a full list of what "relative" covers, please see the Code of Conduct.

When and what to declare ...

The best time to make any declaration is under the agenda item "Declarations of Interest". Under the Code you must declare not later than at the start of the item concerned or (if different) as soon as the interest "becomes apparent".

In making a declaration you must state the nature of the interest.

Taking part if you have an interest ...

Having made a declaration you may still take part in the debate and vote on the matter unless your personal interest is also a "prejudicial" interest.

"Prejudicial" interests ...

A prejudicial interest is one which a member of the public knowing the relevant facts would think so significant as to be likely to affect your judgment of the public interest.

What to do if your interest is prejudicial ...

If you have a prejudicial interest in any matter under consideration, you may remain in the room but only for the purpose of making representations, answering questions or giving evidence relating to the matter under consideration, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

Exceptions ...

There are a few circumstances where you may regard yourself as not having a prejudicial interest or may participate even though you may have one. These, together with other rules about participation in the case of a prejudicial interest, are set out in paragraphs 10 – 12 of the Code.

Seeking Advice ...

It is your responsibility to decide whether any of these provisions apply to you in particular circumstances, but you may wish to seek the advice of the Monitoring Officer before the meeting.

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 - 8)

To approve the minutes of the meeting held on 20 September 2011 (**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. 2011/12 Financial Monitoring & Business Strategy Delivery Report - August 2011 (Pages 9 - 102)

Cabinet Member: Finance & Property

Forward Plan Ref: 2011/111

Contact: Kath Wilcox, Principal Financial Manager Tel: (01865) 323981

Report by Assistant Chief Executive & Chief Finance Officer (**CA6**).

This report focuses on significant issues around the delivery of the Directorate Business

Strategies which were agreed as part of the Service and Resource Planning Process for 2011/12 – 2015/16. These form part of the forecast position for each Directorate. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of August 2011. The capital monitoring and programme update is included at Part 3. Fees and Charges are included in Part 4.

The Cabinet is RECOMMENDED to:

- a) ***note the report and approve the virements as set out in Annex 2a;***
- b) ***Agree the bad debt write off as set out in paragraph 41;***
- c) ***Approve the changes to the Capital Programme as set out in annex 9c;***
- d) ***Approve the updated Capital Programme included at Annex 10; and***
- e) ***Approve the proposed fees and charges for the Oxfordshire History Centre as set out in Part 4 and Annex 11 to be effective from 1 November 2011.***

7. Big Society Fund - Allocation of Wave 2 Funding (Pages 103 - 110)

Cabinet Member: Police & Policy Co-ordination and Safer & Stronger Communities
Forward Plan Ref: 2011/139

Contact: Alexandra Bailey, Corporate Performance and Review Manager Tel: (01865) 816384, Claire Phillips, Partnership Officer Tel: (01865) 323967

Report by Head of Strategy & Communications (**CA7**).

The Big Society Fund was launched in February 2011. Applications are being considered in four waves during 2011/2012. The first wave was considered by Cabinet in July. Applications to the second wave closed on 31 August 2011.

This report:

- 1. details the bids we have received including service and councillors' comments
- 2. asks Cabinet to consider bids to the Big Society Fund and recommends which bids to fund
- 3. sets out projects requesting an asset transfer

The Cabinet is RECOMMENDED to:

- (a) ***Approve those bids which meet the assessment criteria***
- (b) ***In accordance with the Asset Transfer Policy to agree the transfer of buildings to the school on the following sites;***
 - (1) ***Lord Williams' School, Thame***
 - (2) ***Chiltern Edge School, Sonning Common***

8. **Local Government Resource Review - Response** (Pages 111 - 138)

Cabinet Member: Finance & Property

Forward Plan Ref: 2011/168

Contact: Lorna Baxter, Acting Head of Corporate Finance Tel: (01865) 323971

Report by Assistant Chief Executive and Chief Finance Officer (**CA8**).

The Local Government Resource Review will substantially replace the current Formula grant system with a system based on relocalising business rates. The new system is planned to start in 2013/14. The government is consulting about the detailed form of this new system. This paper briefly explains the main elements of the proposed new system and sets out a proposed response to the consultation. The deadline for responding to the consultation is 24 October.

The Cabinet is RECOMMENDED to agree to the response to consultation about the Local Government Resource which is set out in Annex 1.

9. **National Planning Policy Framework - Response** (Pages 139 - 146)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2011/169

Contact: Martin Tugwell, Deputy Director for Environment & Economy – Growth & Infrastructure Tel: (01865) 815113

Report by Deputy Director for Environment & Economy – Growth & Infrastructure (**CA9**).

The Draft National Planning Policy Framework was published by the Government in July 2011. It sets out to articulate the Government's economic, environmental and social planning policies for England and to provide a framework within which people and their Councils can produce their own distinctive local plans, reflecting community needs and priorities. The policies in the Framework apply both to the preparation of local plans and to development management decisions, on individual planning applications.

The report briefly explains some of the issues which have caught public attention and looks at the issues raised for upper-tier authorities, such as this Council, operating within the two-tier system. A draft response to the consultation is put forward for consideration by Cabinet.

Cabinet is RECOMMENDED to ratify the consultation response at Annex 1.

10. **Learning Disability - Supported Living and Daytime Support Services - Outcome of Consultation** (Pages 147 - 162)

Cabinet Member: Adult Services

Forward Plan Ref: 2011/165

Contact: Martin Bradshaw, Assistant Head of Service (Transforming Social Care) Tel: (01865) 323683

Report by Director for Social & Community Services (**CA10**).

This report sets out the outcome of recent consultation on major changes to the delivery of services to people with learning disability. Efficiency savings of £500k in 2011/12 rising to £1m in 2012/13 were approved by Council in the Business Strategy for 2011/15. These efficiencies are to be achieved by management restructuring and outsourcing Supported Living and Daytime Support services. Around 285 staff are employed on a gross budget of £7.8m.

Cabinet resolved in principle on 21st June 2011 to outsource these services subject to consultation. An extensive consultation programme of written documentation and meetings with Service Users, families, staff and other stakeholders was undertaken from July to September 2011. This report describes the main findings from that consultation programme. Key issues raised were the importance of continuity and retention of trained staff, quality monitoring and staff conditions of service. Some interest has been expressed in developing Social Enterprise models of service delivery. The potential next steps in terms of procurement and future timetable are outlined.

This programme of outsourcing a range of key services is fully consistent with corporate policy of commissioning rather than providing services, and increasing Service User choice and control by enabling them to select their Providers for both support at home and Daytime activities.

The Cabinet is RECOMMENDED to

(a) Note the outcome of consultation with Service Users, carers and other stakeholders

(b) Agree to the outsourcing of Independent Living Services by April 2013.

11. Property & Facilities Procurement - Scope of Contract - Food with Thought/Quest Cleaning Service Strategy Paper (Pages 163 - 166)

Cabinet Member: Finance & Property

Forward Plan Ref: 2011/114

Contact: Roger Dyson, Project Manager Tel: (01865) 815665

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

The purpose of this paper is to inform the decision on the inclusion of the cleaning and catering services provided by Quest Cleaning Services (QCS) and Food with Thought (FwT) within the scope of the proposed integrated Property & Facilities external services contract. The contract will provide a Total Facilities Management service including the delivery of hard and soft FM services, as well as professional and construction services.

The Cabinet is RECOMMENDED to include the current catering and cleaning services provided by Food with Thought and QCS within the scope of the Property and Facilities Contract.

12. Community Safety Partnership Strategies (Pages 167 - 220)

Cabinet Member: Police & Policy Co-ordination

Forward Plan Ref: 2011/150

Contact: Ruth Whyte, Safer Communities Manager, Tel: (01865) 815396

Report by Director for Social & Community Services (**CA12**).

The Crime & Disorder Act 1998 (and subsequent amendments) requires the county council (including Fire and Rescue Services) and statutory Community Safety partners to work in partnership to reduce crime and disorder in their local area.

These partnerships are the four Community Safety Partnerships (CSPs) of Vale of White Horse and South Oxfordshire, Cherwell, Oxford City and West Oxfordshire.

Working together, each CSP is required to produce three year, rolling community safety strategies to tackle crime and disorder. The county council, as one of the responsible authorities, must be represented on the CSPs and must contribute, through its wide range of services, to delivering the strategies and associated action plans. It is also required, along with the other responsible authorities, to agree and publish the strategies.

The 2011-14 three-year rolling Community Safety Strategies aim to address crime, anti-social behaviour and the fear of crime. Priorities reflect national, countywide and local concerns, including issues raised in consultation with local people.

Priorities were also identified following the 2010 Strategic Intelligence Assessment, which replaced the three year community safety audits.

RECOMMENDATION

Cabinet is RECOMMENDED to note the views from Members and the Safer and Stronger Communities Scrutiny Committee in particular, and to RECOMMEND the Council to approve the Community Safety Strategies for Oxfordshire 2011-14.

13. Delegated Powers of the Chief Executive - October 2011

Cabinet Member: Leader

Forward Plan Ref: 2011/071

Contact: Sue Whitehead, Committee Services Manager Tel: (01865) 810262

Report by Head of Law & Governance

Schedule overleaf reporting on a quarterly basis any executive decisions taken by the Chief Executive under the specific powers and functions delegated to her under the terms of Part 7.4 of the Council's Constitution.

| Date | Subject | Decision | Reason for Urgency |
|--------------------|--|--|---|
| 14 July 2011 | Existing Day Opportunities Services Contracts | Approved an exemption from the full tendering requirements of the Council's Contract Procedure Rules | To award short term contracts to existing providers to secure service provision for vulnerable adults in the community during an extended transition period. |

14. Forward Plan and Future Business (Pages 221 - 224)

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 **CA14**. 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.
