

To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 19 July 2011 at 2.00 pm

County Hall, Oxford, OX1 1ND

Joanna Simons

Joanna Simons
Chief Executive

July 2011

Contact Officer:

Sue Whitehead

Tel: (01865) 810262; E-Mail: sue.whitehead@oxfordshire.gov.uk

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 27 July 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: 20 September 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 - 22)

To confirm the minutes of the meeting held on (CA3) and to receive for information any matters arising therefrom.

4. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am on the working day 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 2010/11 Outturn (Pages 23 - 44)

Cabinet Member: Finance & Property

Forward Plan Ref: 2011/047

Contact: Tim Chapple, Financial Manager - Treasury & Pension Fund Investments Tel: (01865) 323978

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

The report sets out the Treasury Management activity undertaken in the financial year 2010/11 in compliance with the CIPFA Code of Practice. The report includes Debt and

Investment activity, Prudential Indicator outturn, changes in Strategy, any Breaches of approved Strategy and interest receivable and payable for the financial year.

The Cabinet is RECOMMENDED to note the report, and to RECOMMEND Council to note the Council's Treasury Management Activity in 2010/11.

7. 2011/12 Financial Monitoring & Business Strategy Delivery Report - July 2011 (Pages 45 - 124)

Cabinet Member: Finance & Property

Forward Plan Ref: 2011/046

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

Report by Assistant Chief Executive & Chief Finance Officer (**CA7**).

Monthly financial report on revenue and capital spending against budget allocations, including virements between budget heads. This is the second report for 2011/12 and covers the period to the end of May 2011 for both revenue and capital budgets. This report focuses on significant issues and risks 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 are set out in the context of the wider forecast position for each Directorate so parts 1 and 2 include projections for revenue, reserves and balances as at the end of May 2011. The Capital monitoring and Capital Programme Update is included in Part 3. A proposal to reinstate charges for parking in Oxford City Centre on Sundays is set out in Part 4.

The Cabinet is RECOMMENDED to:

- (a) ***note the report;***
- (b) ***approve the virement requests set out in Annex 2a;***
- (c) ***approve the on-street parking charges for Oxford city for evenings and Sundays as set out in paragraph 64;***
- (d) ***recommend that Council approve the allocation of £1.5m of additional grant funding to the Older Peoples Pooled Budget as set out in paragraph 38;***
- (e) ***approve the updated Capital Programme as set out in Annex 10 and the associated changes to the programme in Annex 9c.***

8. Big Society Fund - July 2011 (Pages 125 - 228)

Cabinet Member: Police & Policy Co-ordination/Safer & Stronger Communities

Forward Plan Ref: 2011/065

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

Report by Head of Strategy & Communications (**CA8**).

The Big Society Fund was launched in February 2011. Applications will be considered in four waves during 2011/12. Applications to the first wave closed on 31 May 2011.

This paper

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 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) ***Approve asset transfers in accordance with the asset transfer policy with the exception of Wolvercote where the Council will continue to repair and maintain the property.***
- (c) ***Waive the 'cooling off' for the following four time-critical community asset transfers:***
 - ***Allandale, Carterton***
 - ***Glyme Hall, Chipping Norton***
 - ***Faze, Faringdon***
 - ***Wolvercote***
- (d) ***Ask officers to work with community groups to enable them to take over buildings to facilitate continuity of provision as much as possible from 1 September.***
- (e) ***Ensure a grant funding agreement that meets legal requirements is in place for all successful projects***

9. Oxfordshire Minerals and Waste Development Framework: Preferred Minerals Core Strategy for Consultation (Pages 229 - 274)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2011/125

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

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

The Minerals and Waste Core Strategy will set out the vision, objectives, spatial strategy, core policies and implementation framework for the supply of minerals and management of waste in Oxfordshire to 2030. The County Council must carry out consultation on a preferred strategy before the Core Strategy is submitted to the Secretary of State for independent examination. This consultation is to be undertaken in September/October 2011. A draft strategy for minerals was considered by the Minerals and Waste Plan Working Group on 9 May 2011. The Working Group has recommended to Cabinet that this should form the basis of a preferred minerals core

strategy for consultation.

The report summarises comments that have been received on the report by Atkins on Local Assessment of Aggregates Supply Requirements for Oxfordshire and sets out actions to address the key points raised. It puts forward a draft (preferred) planning strategy for minerals, for public consultation. This includes a vision and objectives for minerals, minerals policies and other core policies. It incorporates the aggregates supply figures and the strategy for the location of mineral workings agreed by Cabinet on 16 February 2011.

The Cabinet is RECOMMENDED to:

- (a) ***Agree Annex 2 as the County Council's draft minerals planning strategy for the purposes of consultation.***
- (b) ***Delegate authority to finalise the consultation document to the Deputy Director (Growth and Infrastructure) in consultation with the Cabinet Member for Growth and Infrastructure.***

10. Oxfordshire Minerals and Waste Development Framework: Preferred Waste Core Strategy for Consultation (Pages 275 - 328)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2011/124

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

Report by Deputy Director for Environment & Economy – Growth & Infrastructure **(CA10)**.

The Minerals and Waste Core Strategy will set out the vision, objectives, spatial strategy, core policies and implementation framework for the supply of minerals and management of waste in Oxfordshire to 2030. The County Council must carry out consultation on a preferred strategy before the Core Strategy is submitted to the Secretary of State for independent examination. This consultation is to be undertaken in September/October 2011. A draft strategy for waste was considered by the Minerals and Waste Plan Working Group on 9 May 2011. The Working Group has recommended to Cabinet that this should form the basis of a preferred waste core strategy for consultation.

The report puts forward a draft (preferred) planning strategy for waste, for public consultation. This includes a vision and objectives for waste; the need for additional waste facilities; options for meeting these requirements; a draft planning strategy for the location of new waste management facilities; policies for waste; and other core policies.

The strategy makes planning provision for dealing with all wastes in Oxfordshire, including municipal waste; commercial and industrial waste; construction and demolition waste; hazardous waste; and radioactive waste. It aims to move the way waste is dealt with in the county away from landfill towards increased recycling and treatment to recover resources. The strategy makes provision for the additional facilities that will be needed to enable this, mainly located at or near Oxford and the other large towns. It includes proposals for an additional plant for treatment of and recovery of resources from commercial and industrial waste located in the Abingdon /

Didcot / Wantage and Grove area; and proposals for dealing with nuclear legacy radioactive wastes at Harwell and Culham.

The Cabinet is RECOMMENDED to:

- (c) ***agree Annex 2 as the County Council's waste strategy options and draft waste planning strategy for the purpose of consultation.***
- (d) ***delegate authority to finalise the consultation document to the Deputy Director (Growth and Infrastructure) in consultation with the Cabinet Member for Growth and Infrastructure.***

11. Soldiers of Oxfordshire (SOFO) - Development in the Grounds of The Oxfordshire Museum (Pages 329 - 332)

Cabinet Member: Safer & Stronger Communities

Forward Plan Ref: 2011/136

Contact: Martyn Brown, Heritage & Arts Officer Tel: (01993) 814114

Report by Director of Social & Community Services (**CA11**).

Cabinet in June agreed that any matters relating to the Soldiers of Oxfordshire museum development which could not be resolved be brought back to Cabinet for decision. Following that meeting negotiations have continued and a further decision is required relating to the ongoing commitment to the site and future arrangements. The decision needs to be taken at the full Cabinet meeting on 19 July 2011 as enabling work is planned to start on site in August 2011 to avoid increased costs to SOFO.

The Cabinet is RECOMMENDED to

- (a) ***require the Council's Money Laundering Reporting Officer (the Assistant Chief Executive and Chief Finance Officer) to satisfy herself as to the appropriateness of the financial arrangements for SOFO and the bona fides of the donor***
- (b) ***agree that should the Council no longer be able to provide and maintain The Oxfordshire Museum at any time during the 25 years following completion, to offer a lease of those premises, on terms to be agreed, to SOFO (or a new trust or similar body) in order that they have opportunity to consider running The Oxfordshire Museum independently, subject to the County Council's approval of a viable business case and its obligations.***

EXEMPT INFORMATION – ITEM 12

In the event that any Member or Officer wishes to discuss the information set out in Annexes 1 - 3, the Cabinet will be invited to resolve to exclude the public for the consideration of those Annexes by passing a resolution in relation to that item in the following terms:

"that the public be excluded during the consideration of Annexes 1, 2 and 3 since it is

likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda".

NOTE: The report does not contain exempt information and are thus available to the public. The exempt information is contained in confidential annexes 1, 2 and 3.

ANNEXES 1, 2 and 3 TO THE REPORT HAVE NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

THIS IS FOR REASONS OF COMMERCIAL SENSITIVITY.

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

12. Contract for the Disposal of Waste Collected by the District Councils in Southern Oxfordshire (Pages 333 - 360)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2011/103

Contact: Mark Watson, Waste Contracts Officer Tel: (01865) 815747

Report by Deputy Director for Environment & Economy – Growth & Infrastructure **(CA12)**.

The council currently holds a contract which provides a disposal point for residual municipal wastes produced in the south of the county. Waste collected by South Oxfordshire and Vale of the White Horse District Councils and residual waste from Household Waste Recycling Centres are currently disposed of at Sutton Courtenay landfill site. The current contract expires on 27 September 2011. A project to procure a new contract for the disposal and/or treatment of waste in the south of the county has been undertaken.

Tenders have been evaluated by the council's waste management, procurement, financial and legal teams against pricing and quality criteria. The criteria were weighted according to their relative importance to the council.

By procuring a new contract, the council will ensure sufficient waste disposal capacity is provided in the south of the county in the period between the end of the current contract and the opening of a residual waste treatment facility at Ardley which is expected to become operational in 2014.

This report sets out the details of the procurement process and the outcomes of the tender evaluation. The cabinet is recommended to note the outcome of the evaluation and endorse the award of the contract.

The Cabinet is RECOMMENDED to;

- (a) ***note the outcome of the evaluation which is that Tender 2 is the leading bid for Lots 1 and 2; and***
- (b) ***endorse the award of the contract to Tenderer 2.***

13. Policy on Residential Parking Provision for New Developments (Pages 361 - 406)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2011/067

Contact: David Groves, Transport Development Control Manager Tel: (01865) 816042

Report by Deputy Director of Environment & Economy – Growth & Infrastructure **(CA13)**.

To consider adoption of the policy in light of public consultation.

On 16th November Cabinet was asked to accept the content and principles of the draft document, and authorise a wider consultation process.

The public consultation exercise was carried out from 28th March to 8th May 2011.

The results and comments received from the consultation are presented. The draft document has been amended in places in response to the comments received and from additional factors coming to light throughout the consultation.

Cabinet is being asked to accept the changes to the policy document and endorse the revised document as policy for immediate use.

The Cabinet is RECOMMENDED to:

- (f) ***adopt the parking standards for new residential developments as set out in Annex 3 to this report;***
- (g) ***agree that the Deputy Director Highways and Transport in consultation with the Cabinet Member for Transport can make editorial changes prior to publishing, and keep the document up to date in response to other policy changes.***

14. Cutteslowe Primary School (Pages 407 - 418)

Cabinet Member: Schools Improvement

Forward Plan Ref: 2011/080

Contact: Barbara Chillman, Principal Officer – School Organisation & Planning Tel: (01865) 816459

Report by Director for Children, Education & Families **(CA14)**.

Until recently Cutteslowe Primary School had planned to admit 30 children each year (as a 1 form entry school). Due to rising numbers of children needing primary school places in Oxford, the school worked with the county council in meeting the demand and

agreed to admit more than its admission number in 2009 and 2010. The school's admission number for 2011 was published at 60, and we now need to decide whether to keep this arrangement permanently, so expanding the school to 2 forms of entry.

In recent years Oxford has experienced a significant and sustained rise in primary pupil numbers. To meet this demand, in 2008 an additional 105 primary school places across the city were agreed; in 2009 a further 245 additional primary school places were created, and in 2010 another 238 additional places were created. Looking to the future, significant additional housing is included in Oxford City Council's Core Strategy, which will, in turn, lead to increased pupil numbers across the city.

The proposal to expand Cutteslowe Primary School is one part of the County Council's strategy to meet the need for primary school places in Oxford. Several other schools across Oxford are also planned for expansion over the next few years.

The Cabinet is RECOMMENDED to approve the publication of a statutory notice for the expansion of Cutteslowe Primary School, Oxford.

15. New Marston Primary School (Pages 419 - 456)

Cabinet Member: Schools Improvement

Forward Plan Ref: 2011/074

Contact: Barbara Chillman, Principal Officer – School Organisation & Planning Tel: (01865) 816459

Report by Director for Children, Education & Families (**CA15**).

New Marston Primary School is a primary school for 3-11 year-olds in the north-east of Oxford. Its catchment area includes Headley Way and Northway. Until recently the school had planned to admit 30 children each year. Due to rising numbers of children needing primary school places in Oxford, the school agreed to take more than its admission number in September 2009 and 2010. The school's admission number for 2011 was published at 60 and a decision is now needed on whether to permanently expand the school to 2 forms of entry (with an admission number of 60), requiring an enlargement to the physical capacity of the school.

In recent years Oxford has experienced a significant and sustained rise in primary pupil numbers. To meet this demand, in 2008 an additional 105 primary school places across the city were agreed; in 2009 a further primary 245 additional places were created (including 30 at New Marston Primary School); and in 2010 another 238 additional places were created (including 25 at New Marston Primary School). Looking to the future, significant additional housing is proposed in Oxford City Council's Core Strategy, which will, in turn, lead to increased pupil numbers across the city.

The proposal to expand New Marston Primary School is one part of the County Council's strategy to meet the need for primary school places in Oxford.

The Cabinet is RECOMMENDED to either:

(a) *reject the proposals;*

- (b) *approve the proposals;*
- (c) *approve the proposals with a modification (e.g. the proposal implementation date); or*
- (d) *approve the proposals subject to them meeting a specific condition.*

16. Badgemore Primary School, Henley (Pages 457 - 496)

Cabinet Member: Schools Improvement

Forward Plan Ref: 2011/082

Contact: Barbara Chillman, Principal Officer – School Organisation & Planning Tel: (01865) 816459

Report by Director for Children, Education & Families (**CA16**).

On the basis of their current published admission numbers, the four Henley primary schools between them offer 119 places per year. Until 2008 entry (the current Year 2) this was sufficient, but the last two years have been over-subscribed. Our demographic data, taking into account proposed housing developments, indicated that this level of demand is likely to be sustained.

Following consultation, it is proposed to expand Badgemore Primary School from 0.5 form entry to 1 form entry on a permanent basis from September 2012. To accommodate this growth in pupil numbers, Badgemore Primary School will be remodelled and extended to provide 6 classrooms for Key Stage 1 and 2 pupils.

A statutory notice to this effect was published on 6 May 2011 and expired following 4 weeks of formal consultation on 3 June 2011. Two representations were received. Cabinet is now requested to determine the notice in accordance with government guidance and statutory requirements.

The Cabinet is RECOMMENDED to either:

- (a) *reject the proposals;*
- (b) *approve the proposals;*
- (c) *approve the proposals with a modification (e.g. the proposal implementation date); or*
- (d) *approve the proposals subject to them meeting a specific condition.*

17. Woodstock Primary School (Pages 497 - 508)

Cabinet Member: Schools Improvement

Forward Plan Ref: 2011/078

Contact: Barbara Chillman, Principal Officer – School Organisation & Planning Tel: (01865) 816459

Report by Director for Children, Education & Families (**CA17**).

Until recently Woodstock CE Primary School had planned to admit 30 children each year. Due to growth in the local population of young children, in recent years the school has received more applications from within the Woodstock catchment area than it has been able to accommodate.

Population data shows that this level of demand can be expected to continue. In addition, nearly 100 new homes are being, or have recently been built, close to the school, and this can be expected to increase demand for pupil places.

The proposal is to increase the school admission number (at F1 entry) from 30 to 45. Because the published admission number for 2011 and 2012 has already been decided, the school's admission number can only now formally change from 2013. However, the school would like to accept over its official admission number in 2011 and 2012 to allow all in-catchment children to attend. The plan is therefore to accept up to 45 children into Reception (F1) from September 2011.

To accommodate this growth in pupil numbers, there will be some extension of the school's buildings, and a feasibility study is underway to investigate how this can best be provided. Some minor enabling works are already programmed to be carried out in the summer holiday 2011 at the school to extend the current Foundation room to ensure that the agreed 45 pupils may be accommodated from September 2011, as stated above.

The Cabinet is RECOMMENDED to approve the publication of a statutory notice for the expansion of Woodstock CE Primary School, Oxford.

18. Forward Plan and Future Business (Pages 509 - 512)

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 **CA20**. 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.
