

To: Members of the Cabinet

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

**Tuesday, 24 May 2011 at 2.00 pm**

**County Hall, Oxford, OX1 1ND**

*Joanna Simons*

Joanna Simons  
Chief Executive

May 2011

Contact Officer:

**Sue Whitehead**

Tel: (01865) 810262; E-Mail: [sue.whitehead@oxfordshire.gov.uk](mailto: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>                     |
| Lorraine Lindsay-Gale | - <i>Cabinet Member for Growth &amp; Infrastructure</i>        |
| Jim Couchman          | - <i>Cabinet Member for Finance &amp; Property</i>             |
| Kieron Mallon         | - <i>Cabinet Member for Police &amp; Policy Co-ordination</i>  |
| Louise Chapman        | - <i>Cabinet Member for Children, Education &amp; Families</i> |
| Melinda Tilley        | - <i>Cabinet Member for Schools Improvement</i>                |
| Rodney Rose           | - <i>Cabinet Member for Transport</i>                          |
| Mrs J. Heathcoat      | - <i>Cabinet Member for Safer &amp; Stronger Communities</i>   |

*The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 2 June 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: 21 June 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, ie 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

To confirm the minutes of the meeting held on 19 April 2011 (**CA3** circulated separately) and to receive for information any matters arising from them.

## 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. Culham Parochial Primary School (Pages 1 - 28)

*Cabinet Member:* Schools Improvement

*Forward Plan Ref:* 2011/014

*Contact:* Roy Leach, Strategic Lead – School Organisation & Planning Tel: (01865) 816458

Report by Director for Children, Education & Families (**CA6**).

The closure of Culham Parochial Primary School was proposed in November 2010 and was the subject of an extensive public consultation. The responses to the consultation

were reported to Cabinet in February 2011 where a decision about whether or not to publish a statutory closure notice was deferred until March 2011 Cabinet to give the school's governors more time to address, through a recovery plan, a number of key issues. Although progress had been made by the time Cabinet met in March, a robust recovery plan was not fully in place and a decision was taken to publish the statutory notice whilst 'leaving the door open' to governors. This report relays the representations made to the statutory notice; assesses progress made towards addressing the key issues; and considers the implications of closing the school with effect from the end of August 2011.

***The Cabinet is RECOMMENDED to:***

- (a) Consider the governors' recovery plan and evaluate it against the three conditions detailed in paragraphs 2 (a) – (c) and decide whether it provides sufficient assurance to continue to maintain Culham Parochial School, and is therefore grounds to reject the closure proposal.***

***Should Cabinet be of the opinion that the 'recovery plan' is inadequate in one or more respects then,***

***The Cabinet is RECOMMENDED to:***

- (b) consider the representations made in response to the statutory closure notice with particular reference to the issues detailed in paragraphs 17 - 26 and the Statutory Guidance; and***
- (c) approve the closure of Culham Parochial School with effect from midnight, 31 August 2011.***

## **7. Outcomes of the Recent OFSTED Inspection of Safeguarding and Looked After Children Services and Consequential Action Plan (Pages 29 - 42)**

*Cabinet Member: Children, Education & Families*

*Forward Plan Ref: 2011/102*

*Contact: Annie Callanan, Performance, Improvement & Development Manager Tel: (01865) 815697/Sian Rodway, Strategic Lead, Performance Tel: (01865) 815142*

Report by Director for Children, Education & Families (**CA7**).

This report summarises the outcome of the Ofsted inspection of Safeguarding and Looked After Children's Services in Oxfordshire. The inspection was conducted in February / March 2011, the final report was published on 6 May 2011.

***The Cabinet is RECOMMENDED to***

- (a) receive this report and acknowledge the findings of the inspection report (Annex 1).***
- (b) note the recommendations in the inspection report, and***
- (c) approve the proposed actions and timescales to address the recommendations in the report.***

## **8. Big Society Fund - May 2011 (Pages 43 - 48)**

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

*Forward Plan Ref: 2011/064*

*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 council's proposed changes to services for children, young people and families include the creation of a new Integrated Early Intervention Service. The Early Intervention Service model, mean significant changes to the way that youth services are provided in Oxfordshire. In future youth work will no longer be provided in a number of locations.

Young People's Centres that are no longer required for service provision are being made available for transfer to the community as part of the council's Big Society Offer. A number of these centres are on school sites. Where there is a recognised educational need for the building on a school site bids these will be given priority to transfer to the school.

This report sets out the position with regard to young people's centres on school sites and where there are requests to transfer them to the school.

***The Cabinet is RECOMMENDED to :***

- a. agree transfer of buildings to the school on the following sites:***
  - Sweatbox young people's centre at King Alfred's School east site and to include this building within the transfer of ownership to the school that is already underway;***
  - Eynsham young people's centre at Bartholomew School;***
  - Existing young people's centre space at Chipping Norton School on completion of the project;***
- b. request a sustainable business case to come forward for the future management and use of the Wheatley Young People's Centre led by the Children's Centre;***
- c. encourage proposals to come forward for the remaining young people's centres on school sites for Cabinet consider as part of the Big Society Fund.***

**9. Didcot Parkway Station Interchange** (Pages 49 - 68)

*Cabinet Member:* Growth & Infrastructure

*Forward Plan Ref:* 2011/066

*Contact:* Adrian Saunders, Rail Development Officer Tel: (01865) 815080

Report by Deputy Director of Environment & Economy – Growth & Infrastructure (**CA 9**).

The Didcot Parkway Station Interchange project was recommended by the Didcot Integrated Transport Strategy and is included in the current Local Transport Plan. It has been identified as priority infrastructure in the Oxfordshire Local Investment Plan.

Strategic transport infrastructure is essential to the delivery of new housing and jobs. This project aims to improve the attractiveness of public transport in Didcot and Science Vale UK by tackling the issues of poor layout and congestion at the station. It will deliver new facilities that will ensure the station has the capacity to meet future travel demand as the number of people living and working in the locality increases.

In accordance with the Financial Procedure Rules of the Council's Constitution, approval from the Cabinet is required for capital projects exceeding £5 million in value, and this project is valued at £6.6 million.

This report gives an update on progress with the project and seeks authority to proceed with the award of a contract so that construction can begin this year. A detailed project appraisal is provided as an annex to the report.

***Cabinet is RECOMMENDED to approve the detailed project appraisal..***

**10. Oxfordshire Minerals and Waste Development Framework: Core Strategy - Preferred Strategy for Consultation** (Pages 69 - 122)

*Cabinet Member:* Growth & Infrastructure

*Forward Plan Ref:* 2011/035

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

Report by Deputy Director of 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 June/July 2011, in accordance with the timetable previously agreed by Cabinet. Draft preferred strategies for minerals and waste were considered by the Minerals and Waste Working Group on 9 May 2011. The Working Group has recommended to Cabinet that these should form the basis of a preferred minerals and waste 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. A preferred strategy for minerals is put forward, including a vision and objectives for minerals and core minerals policies, which incorporate the aggregates supply figures and the strategy for the location of mineral workings agreed by Cabinet on 16 February 2011.

The strategy must also make planning provision for the management of all wastes in Oxfordshire, including municipal waste; commercial and industrial waste; construction and demolition waste; hazardous waste; and radioactive waste. Management of waste in Oxfordshire is moving away from landfill towards increased recycling and resource recovery treatment. The strategy needs to make provision for the additional facilities that will be needed to enable this to continue. These facilities will mainly be needed at or near to the main urban areas. A draft preferred strategy is put forward which includes a vision and objectives for waste; the need for additional waste facilities; options for meeting these requirements; a draft preferred planning strategy for the location of new waste management facilities; and draft policies for waste.

***The Cabinet is RECOMMENDED to:***

- (a) ***Agree that the County Council's draft Preferred Minerals and Waste Core Strategy be based on the proposed strategies and policies in Annexes 2, 3 and 4.***
- (b) ***Agree that public consultation be carried out on the preferred strategy and policies for minerals and on the strategy options and draft preferred strategy and policies for waste.***

***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. Future Arrangements for Call Receipt, Mobilising and Incident Management for Oxfordshire County Council Fire & Rescue Service (Pages 123 - 142)**

*Cabinet Member: Safer & Stronger Communities*

*Forward Plan Ref: 2011/052*

*Contact: Colin Thomas, Deputy Chief Fire Officer Tel: (01865) 855206*

Report by Deputy Chief Fire Officer (**CA11**).

On the 21<sup>st</sup> December 2010 following 7 years of work on "FiReControl," the mandatory government project to regionalise Fire and Rescue Service call receipt, mobilising and incident management arrangements, the government announced its cancellation.

Oxfordshire's Control Room had throughout this time remained resilient, with County Council funded essential maintenance and selective upgrading and continued management support to staff who were facing future employment uncertainty. However, due to the previous project, which would have made the existing facility redundant, medium and long term development of the existing arrangements had not been undertaken. As a result of the government cancellation of the project, whilst current arrangements remain resilient, there is an urgent need to review options for

medium and longer term arrangements.

A government consultation regarding potential future approaches and financial and technical details has been released and Oxfordshire have responded. The government response to the consultation is awaited.

A set of Oxfordshire requirements for a medium to long term approach has been identified. In addition a set of options for future arrangements has been drafted.

In response to an approach from Royal Berkshire Fire and Rescue Service, a joint scoping study with other Thames Valley Fire and Rescue Services is being undertaken. This is examining a range of options which will be measured against the above Oxfordshire requirements.

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

- (a) endorse the progression of the collaborative scoping study and creation of the Strategic Outline Business Case being undertaken by Oxfordshire, Buckinghamshire and Royal Berkshire FRSS***
- (b) approve the above list (para 18) of Oxfordshire requirements as benchmarks against which future options will be assessed***
- (c) approve the list of options (para 20) included within the options appraisal***
- (d) require the CFO to instigate appropriate actions in relation to the asset management and capital strategy dependant on the outcomes of the scoping study***
- (e) require the CFO to report back to the Cabinet Member on a regular basis covering:-***
  - a. the CLG consultation response***
  - b. progress on the scoping study and strategic outline business case***
  - c. progress on other third party activities***

## **12. Progress Report on CLA and Leaving Care (Pages 143 - 170)**

*Cabinet Member:* Children, Young People & Families

*Forward Plan Ref:* 2010/186

*Contact:* Fran Fonseca, Strategic Lead CLA Tel: (01865) 323098

Report by Director for Children, Education & Families (**CA12**).

This report is one of a number of regular updates for Cabinet on performance and outcomes for Children Looked After and Care Leavers (CLA).

The report provides a progress report on the continued implementation of the Corporate Parenting Strategy adopted by Cabinet in May 08.. The report also includes an amended Placement strategy.



***The Cabinet is RECOMMENDED to:***

- (a) continue to support the Corporate Parenting Strategy and to work to the current objectives of the strategy;***
- (b) endorse the amended Placement Strategy***

**13. Establishment Review - May 2011** (Pages 171 - 176)

*Cabinet Member:* Deputy Leader

*Forward Plan Ref:* 2011/005

*Contact:* Sue Corrigan, Strategic HR Manager Tel: (01865) 810280

Report by Head of Human Resources (**CA 13**).

This report gives an update on activity since 31 March 2010. It gives details of the agreed establishment figure at 31 March 2011 in terms of Full Time Equivalents, together with the detailed staffing position at 31 March 2011. These are shown in the report by directorate and service area.

The report also provides information on current activity and in addition there is information on grant funded posts and those vacancies which are being covered by agency staff and at what cost.

***The Cabinet is RECOMMENDED to:***

- (a) note the report;***
- (b) confirm that the Establishment Review continues to meet the Cabinet's requirements in reporting and managing staffing numbers.***

**14. Cabinet Scheme of Delegation** (Pages 177 - 180)

*Cabinet Member:* Leader

*Forward Plan Ref:* 2011/085

*Contact:* Glenn Watson, Principal Governance Officer Tel: (01865) 815270

Report by County Solicitor & Monitoring Officer (**CA14**).

This report proposes a change to the Scheme of Delegation for Individual Cabinet Member Decisions to allow greater flexibility for the Leader to nominate any other member of the Cabinet to take the place of an appointed member, if the relevant delegated decision maker is unavailable. It also proposes that the current circulation of hard copies of the Council's Constitution be ended in favour of a single electronic master copy on the Council's website.

***Cabinet is RECOMMENDED to recommend Council:***

- (a) to amend Part 4.4 of the Council's Constitution to effect the changes to the 'Delegated Decisions by Individual Cabinet Members' referred to in paragraph 7 above;***

- (b) ***to agree that the website copy of the Constitution should be the master copy, that the routine circulation of hard copies should cease and that the Monitoring Officer be asked to amend the Constitution to make clear that the website copy is the definitive version.***

## **15. Forward Plan and Future Business (Pages 181 - 182)**

*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 **CA15**. 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.***

---