



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 25 February 2014 at 2.00 pm

County Hall, Oxford, OX1 1ND

Joanna Simons

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Chief Executive

February 2014

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Membership

Councillors

Ian Hudspeth	<i>Leader of the Council</i>
Rodney Rose	<i>Deputy Leader of the Council</i>
Mrs Judith Heathcoat	<i>Cabinet Member for Adult Social Care</i>
Nick Carter	<i>Cabinet Member for Business & Customer Services</i>
Melinda Tilley	<i>Cabinet Member for Children, Education & Families</i>
Lorraine Lindsay-Gale	<i>Cabinet Member for Cultural & Community Services</i>
David Nimmo Smith	<i>Cabinet Member for Environment</i>
Arash Fatemian	<i>Cabinet Member for Finance</i>
Louise Chapman	<i>Cabinet Member for Policy Co-ordination</i>
Hilary Hibbert-Biles	<i>Cabinet Member for Public Health & the Voluntary Sector</i>

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 5 March 2014 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 March 2014

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 Rachel Dunn on (01865) 815279 or rachel.dunn@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 - 30)

To approve the minutes of the meetings held on 28 January and 4 February 2014 (CA3a & CA3b) 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. 2013/14 Financial Monitoring & Business Strategy Delivery Report - December 2013 (Pages 31 - 66)

Cabinet Member: Finance

Forward Plan Ref: 2013/147

Contact: Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995

Report by Chief Finance Officer (CA6).

The report focuses on the delivery of the Directorate Business Strategies which were

agreed as part of the Service and Resource Planning Process for 2013/14 – 2016/17. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of December 2013. Capital Programme monitoring is included at Part 3.

The Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) approve the virement requests set out in Annex 2a;***
- (c) approve the supplementary estimate requests set out in Annex 2e and paragraph 50;***
- (d) note the updated Treasury Management lending list at Annex 4;***
- (e) note the changes to the Capital Programme set out in Annex 7c.***

7. Response to Westgate Planning Application (Pages 67 - 102)

Cabinet Member: Environment

Forward Plan Ref: 2013/123

Contact: Tom Flanagan, Service Manager –Planning Tel: (01865) 815691

Report by Director for Environment & Economy (**CA7**).

The county council has been consulted by Oxford City Council, in their role as local planning authority, on an application for re-development of the Westgate centre in Oxford. The application is outline for all matters except for access. Reserved matters applications providing, amongst other things, detailed building design proposals are expected during 2014. The developer plans to start on site in 2015, with a target opening date of late 2017.

In addition to the main application, the developer has also submitted two applications for temporary parking to manage the situation and maintain access to the city centre during the construction phase. These are for the provision of up to 420 temporary parking spaces at Oxpens and for temporary coach parking provision at the Redbridge Park & Ride site.

Overall, officers recommend that the county council supports the proposed Westgate redevelopment, subject to the technical issues, as outlined in Annex 1, being addressed

The Cabinet is RECOMMENDED to:

- (a) note the issues raised in the responses to this consultation; and***
- (b) approve the county council's single response to the consultation***

8. Oxfordshire Fire & Rescue Service - Community Risk Management Plan - Action Plan 2014/2015 (Pages 103 - 112)

Cabinet Member: Policy Co-ordination

Forward Plan Ref: 2013/109

Contact: Mat Carlile, Business & Improvement Manager Tel: (01865) 855211

Report by Chief Fire Officer (**CA8**).

The Fire and Rescue Services Act 2004 requires the Secretary of State to prepare a Fire and Rescue National Framework to which Fire Authorities must have regard when discharging their functions. The 2012 Framework requires each Fire and Rescue Authority to produce a publicly available Integrated Risk Management Plan (IRMP). Within Oxfordshire Fire and Rescue Service (OFRS) we have called this our Community Risk Management Plan (CRMP) to make it more meaningful to the public. This report proposes a number of projects to be included within the Fire Authority's CRMP for the fiscal year 2014-15.

The proposals in this report were agreed in their entirety by the Delegated Cabinet Member for Policy Coordination, Councillor Louise Chapman, on 9th September 2013.

The proposals were also presented to the Performance Scrutiny Committee on 26th September 2013.

The agreed proposals within this Action Plan 2014-15 have been subjected to full internal and external consultation for a period of 12 weeks. Cabinet is therefore invited to comment on the proposed Action Plan, consultation responses and management responses to the consultation responses.

The proposals for the 2014 - 2015 Action Plan are as follows:

Project 1: Implement the Training Collaboration Review carried out in 2013

Project 2: Review our aerial appliance capability and implement changes to staffing supported by that review

Project 3: Review of Light Response Vehicle Capability and implement changes to staffing supported by that review

Project 4: Review of Prevention, Protection and Response Resources to meet the expansion and changing risk profile of Banbury, Bicester, Carterton, Wantage and the South of the County

Our medium term financial plan and supporting business strategy underpin the proposals within our CRMP action plan.

The Cabinet is RECOMMENDED to accept all the project proposals within this report for adoption in the final version of the CRMP Action Plan 2014-15.

9. Staffing Report - Quarter 3 - 2013 (Pages 113 - 120)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2013/148

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

Report by Head of Human Resources (**CA9**).

Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report.

The Cabinet is RECOMMENDED to:

(a) note the report; and

(b) confirm that the Staffing Report meets the requirements in reporting and managing staffing numbers.

10. Forward Plan and Future Business (Pages 121 - 122)

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 **CA10**. 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.
