

## CABINET

**MINUTES** of the meeting held on Tuesday, 21 June 2011 commencing at 2.00 pm and finishing at 4.20 pm

### **Present:**

**Voting Members:** Councillor Keith R. Mitchell CBE – in the Chair  
Councillor David Robertson (Deputy hairman)  
Councillor Arash Fatemian  
Councillor Louise Chapman  
Councillor Jim Couchman  
Councillor Lorraine Lindsay-Gale  
Councillor Mrs J. Heathcoat  
Councillor Melinda Tilley

**Other Members in Attendance:** Councillor Zoe Patrick (Agenda Items 6 and 7)  
Councillor Janet Godden (Agenda Item 8)  
Councillor Jenny Hannaby (Agenda Item 11 12 and 13)  
Councillor Jean Fooks (Agenda Item 14 and 16)

### **Officers:**

Whole of meeting Joanna Simons (Chief Executive); Sue Whitehead (Chief Executive's Office)

Part of meeting Item	Officer
6	Sue Scane, Assistant Chief Executive and Chief Finance Officer; Lorna Baxter ( Corporate Finance)
7	Lorna Baxter, Kathy Wilcox (Corporate Finance)
10	Martyn Brown (Social & Community Services)
11	John Jackson, Director for Social & Community Services
12	John Jackson, Director for Social & Community Services
14	Martin Tugwell (Environment & Economy), Alexandra Bailey (Chief Executive's Office)
16	Alexandra Bailey (Chief Executive's Office)

*The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, together with a schedule of addenda tabled at the meeting, and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda, reports and schedule, copies of which are attached to the signed Minutes.*

**67/11 APOLOGIES FOR ABSENCE**

(Agenda Item. 1)

Apologies were received from Councillor Kieron Mallon and Councillor Rodney Rose

**68/11 MINUTES**

(Agenda Item. 3)

The minutes of the meeting held on 24 May 2011 were agreed and signed.

**69/11 QUESTIONS FROM COUNTY COUNCILLORS**

(Agenda Item. 4)

Councillor Jean Fooks had given notice of the following question to the Cabinet Member for Children, Education & Families

“Given that community groups setting up new services for young people need to be able to make plans for taking over services by September 1st, yet the appointments to the new hubs will not be finished until August or even September, how can the County Council assist those communities to prepare for their new responsibilities in a timely manner?”

Councillor Chapman replied:

“The appointments for staff in the new hubs are progressing well and the majority of what's needed will be in place for September. We shall continue to work and engage with local community groups which wish to work alongside us in making provision for young people over the coming weeks so as to get as much in place for September as possible. The work will continue for as long as necessary after that to ensure that no opportunities are lost and the process of receiving and considering 'Big society' bids will of course continue over the coming months. Finally, it is worth mentioning that, in particular, the Youth, Engagement and Opportunities Manager has now been appointed, who will lead in supporting local communities in taking on their new role.”

Supplementary question: Councillor Fooks thanked the Cabinet Member for her response but felt that it did not address the problem for communities who were trying to get projects in place for September when the staff they hoped to attract did not yet know whether they had a post in the new hub structure. Councillor Louise Chapman replied that she could not speak for nor give any assurances about individual staff members but that recruitment was going well. Councillors would have received information about the new hub managers. Officers in the Children, Education & Families Directorate and those working on the Big Society Fund were working closely together and many of the bids received related to young people.

## **70/11 PETITIONS AND PUBLIC ADDRESS**

(Agenda Item. 5)

The following requests to address the meeting had been agreed:

Item 6 Councillor Zoe Patrick, Opposition Leader.

Item 7 Councillor Zoe Patrick, Opposition Leader.

Item 8 Councillor Janet Godden as Shadow Cabinet Member for Children, Education & Families

Item 10 Tim May, Vice-Chairman of the Trustees of Soldiers of Oxfordshire

Item 11 Councillor Jenny Hannaby as Shadow Cabinet Member for Adult Services

Mr Ben Brown, Friends of Stowford, a charity which supports adults with learning disabilities in supported living

Item 12 Councillor Jenny Hannaby as Shadow Cabinet Member for Adult Services

Item 13 Councillor Jenny Hannaby as Shadow Cabinet Member for Adult Services

Item 14 Councillor Jean Fooks as local member

Item 16 Cllr Jean Fooks, Opposition Deputy Leader

At this point it was agreed to vary the order of the agenda.

## **71/11 SOLDIERS OF OXFORDSHIRE (SOFO) - DEVELOPMENT IN THE GROUNDS OF THE OXFORDSHIRE MUSEUM**

(Agenda Item. 10)

Mr Tim May Vice Chairman of the SOFO Trustees spoke in support of the proposals which would be beneficial to both sides. He referred to the money raised by SOFO for the project and to other bids currently underway. However there were risks for SOFO and in particular a need to be able to prove they would be there for some considerable period of time, with guarantees over future access to the site. Without these it would be difficult to recommend acceptance of the scheme by SOFO.

The Cabinet Member for Safer & Stronger Communities referred to the long history of the scheme and commented that despite the frustrations there had been a successful partnership forged. The proposals would increase the footfall to the Oxfordshire Museum so were of benefit to both SOFO and the County. She recognised that both sides had identified risks but that there would be a detailed agreement to address these. The intention was to

negotiate with staff to ensure that staffing was complementary across the two museums

Martyn Brown added that although there were risks identified around the lease and access both sides were convinced that the proposals were in the best interests of both sides.

Generally Cabinet members welcomed the proposals.

In the light of the comments made an additional recommendation was proposed and agreed that if agreement was not reached then the matter should come back to Cabinet for further decision.

**RESOLVED:** to:

- (a) authorise the County Council's Assistant Head of Property to agree a Development Agreement for the whole project and the grant of a lease on the site within the grounds of the Oxfordshire Museum to SOFO on terms to be agreed in accordance with the County Council's obligations for disposal of land contained in the Constitution;
- (b) authorise the County Solicitor to agree suitable agreements with SOFO for future shared and joint management arrangements on the museum site; and
- (c) agree that should agreement not be reached in respect of either (a) or (b) above then the matter should come back to cabinet for further decision.

## **72/11 PROVISIONAL 2010/11 REVENUE AND CAPITAL OUTTURN**

(Agenda Item. 6)

Cabinet considered a report that presented the 2010/11 provisional revenue and capital outturn and identified and explained variations of actual spend against budgets. The report focused on the year end balance sheet position including the level of general balances and reserves. The report also included proposals for the allocation of revenue carry forwards in 2011/12.

Councillor Zoe Patrick, Opposition Leader offered congratulations on the underspend in the current economic situation but raised a number of concerns. This included the management of transport projects and the need, acknowledged in the report, to improve profiling. She referred to the underspend in Environment & Economy Directorate Capital budget and to the previous suggestion by Councillor Armitage that budgets be over committed to ensure better use of resources. She referred to the annual net income in relation to Oxford City residential parking charges which contrasted with the announced intention that the charges would only cover administration costs. It also contrasted with the loss on parking accounts in Abingdon and Henley.

In response to a question Councillor Patrick was unable to confirm whether the charges for Abingdon had been set by the District Council.

The Cabinet Member for Finance & Property highlighted the impact on the outturn figures of the introduction of International Financial Reporting Standards (IFRS). He rejected concerns over the level of capital spending commenting that in the context of the emergency budget and the moratorium on capital projects an outcome of 91% was a creditable achievement. The reserves as detailed in the report were evidence of prudent management and all Directorates were to be congratulated on the carry forwards achieved.

**RESOLVED:** to:

- (a) note the provisional revenue and capital outturn, and the year end position on balances and reserves as set out in the report;
- (b) approve the carry-forwards and virements as set out in Annex 2;
- (c) recommend Council to approve the virements greater than £0.5m for Children, Young People & Families, Social & Community Services and Environment & Economy Directorates as set out in Annex 2b;
- (d) agree that the surplus in the On-Street Parking Account at the end of the 2010/11 financial year, so far as not applied to particular eligible purposes in accordance with Section 55(4) of the Road Traffic Regulation Act 1984, be carried forward in the account to the 2011/12 financial year (paragraph 114); and
- (e) approve the creation of new reserves as set out in Annex 4 and paragraphs 98 & 113;
- (f) agree the proposal from the Schools Forum to offset £0.633m spent by schools in 2010/11 relating to the final payment from the DfE of £1.371m which will not now be received, against unspent DSG in 2010/11 and to offset the remaining £0.738m of the £1.377m which will be spent in 2011/12 against unspent DSG from 2010/11 carried forward to 2011/12.

**73/11 2011/12 FINANCIAL MONITORING & BUSINESS STRATEGY DELIVERY REPORT- JUNE 2011**

(Agenda Item. 7)

Cabinet considered a report that covered the period to the end of April 2011 for both revenue and capital budgets. The report focused on significant issues around the delivery of the Directorate Business Strategies.

Councillor Zoe Patrick, Opposition Leader welcomed the allocation of the LAGBI funding to the Local Enterprise Partnership.

**RESOLVED:** to:

- (a) note the report;
- (b) approve the virement requests set out in Annex 2a;
- (c) approve the allocation of £1.5m from the additional grant funding as set out in the Financial Monitoring report to Cabinet in April 2011 as set out in paragraph 20;
- (d) approve the Supplementary Estimate request as set out in Annex 2e and paragraph 38;
- (e) Approve a payment of £0.070m to the Oxfordshire Rural Community Council to support the Council's approach to Big Society to be funded from the Efficiency Reserve as set out in paragraph 34;
- (f) agree the use of the remaining LABGI funding of £0.496m as set out in paragraph 42 and Annex 3;
- (g) note the updated Treasury Management lending list at Annex 4; and
- (h) recommend Council to note the changes to the Specified and Non-Specified Investment instruments section of the 2011/12 Treasury Management Strategy set out in paragraphs 45 to 48 and Annex 5.

## **74/11 OUTCOME OF THE RECENT INSPECTION OF THE YOUTH OFFENDING SERVICE**

(Agenda Item. 8)

Cabinet considered a report setting out the outcome of the recent inspection of the Youth Offending Service and an improvement plan based on their recommendations.

Councillor Godden, Shadow Cabinet Member for Children, Education & Families expressed some disappointment over the inspection report which whilst not bad was quite average. She felt that although the Inspection had been process driven and inward looking it had been useful. Whilst the Inspection had found some good practice it had identified a need to strengthen management oversight and to clarify roles and responsibilities. She did wonder whether there was an issue of lack of resources. She referred to evidence of good practice in Bucks. She was glad that an action plan had been in place even before the inspection but suggested that it should now be built around the recommendations of the Inspection. She looked forward to seeing more detail in the action plan going forward.

The Cabinet Member for Children Education & Families commented that the Inspection had been process driven and had not looked at the excellent outcomes achieved by the Service. It had looked at how the process had been handled and recorded on a piece of paper. It had not looked at re-

offending rates which were amongst the lowest in the country. Improvements could always be made but the Youth Justice Board had found that a good service was being provided. The staff involved in the service needed to know that and she recorded her thanks for their efforts.

Jim Leivers added that in terms of resourcing the County compared well against the national average being in the top 10%.

**RESOLVED:** to note the findings of the Youth Offending Service Inspection.

**75/11 ST CHRISTOPHER PRIMARY SCHOOL, COWLEY**

(Agenda Item. 9)

Cabinet considered a report setting out the results of informal consultation on a proposal for the expansion of St Christopher's Primary School.

The Cabinet Member for Schools Improvement in recommending the proposed expansion commented that there had been issues around traffic congestion but she was satisfied that a solution had been found.

**RESOLVED:** to approve the publication of a statutory notice for the expansion of St Christopher's CE Primary School, Cowley.

At this point it was agreed to vary the order of the agenda.

**76/11 ADULT SERVICES CARE MANAGEMENT IT SYSTEM**

(Agenda Item. 12)

The Chairman indicated that the report containing exempt information had been circulated to and considered by Cabinet Members and remained confidential for the reasons set out on the agenda. However he was satisfied that the matter could be discussed and a decision made in public.

Councillor Jenny Hannaby, Shadow Cabinet Member for Adult Services commented that when considering the Transformation of Adult Social Care the Adult Services Scrutiny Committee had stressed the importance of adequate ICT and that enough funding be included to provide proper support of the new arrangements. A figure of £2m had been included and she was concerned that the latest proposal not to go for a new system was based on the need for savings and was concerned as to whether it would jeopardise the Transformation agenda.

The Cabinet Member for Adult Services in introducing the report stated that IT should be an enabler and that was why the money had been set aside. However circumstances changed and the original business case was no longer feasible. The alternative proposed in the report was feasible and he was confident that it would deliver what was required.

John Jackson, Director for Social & Community Services referred briefly to the history of the existing system and outlined the options that were set out more fully in the report. He noted that with a new system there was always

significant risk and that he saw no evidence of benefits to outweigh that risk. The important point was to achieve a better system than currently and key to that would be the early engagement with staff.

**RESOLVED:** to agree that the County Council should upgrade to Northgate's latest version of their care management system – AIS.

#### **77/11 TOWNLANDS PARTNERSHIP AGREEMENT**

(Agenda Item. 13)

Councillor Jenny Hannaby welcomed the report and congratulated officers on their efforts.

**RESOLVED:** to note the proposed development of the Townlands Hospital site and to agree in principle to entering into a partnership agreement with Oxfordshire PCT for the development of facilities on the Townlands site and the provision of services, with agreement of the final detailed terms, including the financial implications, being delegated to the Cabinet Member for Adult Services in consultation with the Cabinet Member for Finance and Property.

#### **78/11 DEVELOPMENT OF INDEPENDENT LIVING SERVICES FOR PEOPLE WITH A LEARNING DISABILITY**

(Agenda Item. 11)

Cabinet considered a report that sought approval for the principle of outsourcing independent living services for people with a learning disability, and for a consultation programme on the options and process to be followed, prior to formal procurement procedures starting in October 2011.

Councillor Jenny Hannaby, Shadow Cabinet Member for Adult Services commented that although the savings would be useful the assertion that users would be better served was yet to be proved. There was a need to reach all users during the consultation and she queried whether they would have a wider choice of services. She asked that given recent reports about adult care services Cabinet be robust in its scrutiny. She added that she was already receiving worried emails from users. Finally she asked that staff affected by the proposals receive support and assistance.

Mr Brown, expressed concerns over the proposals. Responding to a query from Councillor Couchman relating to the CQC Inspection in 2010 Mr Brown indicated that he had not had access to that report.

The Cabinet Member for Adult Services in introducing the contents of the report stated that the proposals were about achieving savings whilst delivering quality care. A majority of provision was already provided by independent providers. Safeguarding was at the forefront of everyone's minds and the Council would not shy away from taking appropriate action. There would be careful monitoring. The process would be taken at a careful



pace as demonstrated by the timetable set out in the report and union representatives were already being consulted about the loss of 12 and a half posts. He would be happy to discuss the matters raised by Mr Brown and the options suggested by him.

The Director for Social & Community Services commented that there were risks inherent in both providing and commissioning services that becoming solely a commissioner simplified matters. There were active providers already working in Oxfordshire providing quality services and the majority of these were not for profit organisations. Of those receiving support 5 out of 6 were receiving support from someone not supplied directly by the County Council. Responding to questions he added that the expectation was that the majority of staff would transfer and the care received by individuals would not be affected.

**RESOLVED:** to

- (a) agree in principle to the outsourcing of Supported Living and Daytime Support Services, subject to the outcome of consultation;
- (b) note the proposed reduction of 12.5 FTE management staff through voluntary and compulsory redundancy, to achieve efficiency savings already approved by Council in February 2011; and
- (c) request a further report in October 2011 from the Director for Social and Community Services on the outcome of Consultation and the process for procurement of alternative services.

## **79/11 ASSET TRANSFER POLICY**

(Agenda Item. 14)

Councillor Jean Fooks, Opposition Deputy Leader indicated that a policy was needed and she paid tribute to the efforts of officers who had helped with her local schemes. It was good news that rents were to be less but she was concerned about some aspects such as repairs and maintenance and the lengthy cooling off period. She was concerned that some time critical projects could fail if this was enforced.

The Cabinet Member for Finance & Property responded that the Policy put in place sensible arrangements and clarified how assets could be transferred under the Big Society. The cooling off period allowed groups to decide if they wanted to go ahead. Martin Tugwell added that in some instances more than one group may put forward proposals. The Chief Executive commented that going forward the Policy put in place sensible safeguards but that in the short term where necessary transitional arrangements could be considered.

**RESOLVED:** to:

- (a) to agree the Asset Transfer Policy set out in Annex 1; and

- (b) to agree that, as a number of the Big Society Fund bids currently under consideration are time critical, the report to Cabinet in July should deal with those bids that are highly time critical on an exception basis to the agreed Policy.

## **80/11 PROPERTY AND FACILITIES PROCUREMENT: PROJECT REVIEW**

(Agenda Item. 15)

Councillor Charles Shouler speaking as the Efficiencies Champion asked that consideration be given to excluding the schools meals and cleaning services from the procurement. Following a difficult period the internal services had put together a successful business plan. He understood the reasons for making savings but pointed out that schools had control of their own budgets. He queried the benefit of outsourcing which ignored the success story of the services. There had been no consultation with schools and he felt that there was no benefit to schools, staff children or council tax payers in including these services in the procurement process.

The Cabinet member for Finance & Property gave an update on the process so far and indicated that no decision had been taken to include or exclude the school meals and cleaning services.

Following discussion during which some support was expressed for Councillor Shouler's view Councillor Louise Chapman proposed that the recommendations be agreed but that the school meals and cleaning services be excluded from the procurement. Following a show of hands this proposal was rejected by 2 votes to 5.

The Chairman proposed an additional recommendation making it clear that during the procurement process the Cabinet's commitment to providing a school meals service in its current or an improved form is emphasised. On a show of hands it was:

**RESOLVED:** to agree:

- (a) the continuation of the procurement of a single Service Provider for property construction, multi-disciplinary design, estates management and total facilities management services, to be in place by 1 April 2012; as set out in paragraphs 6 & 7 of this report; the process to be overseen by the Project Board;
- (b) that the Director for Environment & Economy in conjunction with the Cabinet Member for Finance & Property agree the costs and terms of a Mouchel contract extension should this become necessary;
- (c) that the Project Board may agree the tender questions and evaluation criteria and that they have been effectively applied for all stages of the procurement process so far; and
- (d) the approach adopted to date for other public sector bodies to be able to access services under the Framework and OCC Contract

agreements, and that a further report is brought to Cabinet before the OCC Contract facility is utilised for any other public sector body; and

- (e) that during the procurement process the Cabinet's commitment to providing a school meals service in its current or an improved form is emphasised.

**81/11 PERFORMANCE MANAGEMENT 4TH QUARTER PROGRESS REPORT AGAINST PRIORITIES AND TARGETS**

(Agenda Item. 16)

Councillor Jean Fooks, Opposition Deputy Leader commented that she would wish to see more detail in the report so that it could be understood as a stand alone document as it was a publically available report. She highlighted areas of concern such as educational attainment and good news such as that on NEET's (young people not in education, employment or training). She queried why the apprenticeship numbers were so far below target.

The Deputy Leader replied that this was a fourth quarter report and that going forward into the new year there would be more detail. However this was a high level report. He responded to the particular points raised indicating that the Council was aware of the 13 schools and taking appropriate steps. The target for apprenticeships had been very ambitious and with hindsight impossible to achieve.

**RESOLVED:** to note the contents of the report.

**82/11 APPOINTMENTS 2011/12**

(Agenda Item. 17)

**RESOLVED:** to agree the appointments as set out in the Annex to the minutes.

**83/11 FORWARD PLAN AND FUTURE BUSINESS**

(Agenda Item. 18)

The Cabinet considered a list of items for the immediately forthcoming meetings of the Cabinet together with changes and additions set out in the schedule of addenda.

**RESOLVED:** to note the items currently identified for forthcoming meetings.

..... in the Chair

Date of signing ..... 2011



## REVIEW OF APPOINTMENTS SCHEDULE

## SECTION 1

## Joint Committees

<b><u>Joint Committee</u></b>	<b>Frequency of meetings (FOM)</b>	<b>Places</b>	<b>Appointees for 2011/12</b>
S.E. Fire Improvement Partnership Board	as required	1	Cabinet Member for Safer & Stronger Communities
Parking & Traffic Regulations London Committee & Traffic Outside Adjudication	quarterly	1	Cabinet Member for Transport
Thames Valley Police Authority Appointments Committee	as required	3	Mallon Patrick Viney

## Local Statutory Bodies

Statutory Body	FOM	Places	Basis of Member Appointment	Con	Lib Dem	Lab	Grn
Admission Forum	4 per annum	2	On the nomination of the political groups according to political balance	2 Stratford Waine	0	0	0
Adoption & Permanency Panels & Fostering Panels	3 per month  2 per month	5	On the nomination of the political groups according to political balance: Adoption & Permanency  Fostering	3 Fitzgerald- O'Connor Biles Tilley  2 Fitzgerald- O'Connor Tilley	0	0	0
Oxfordshire Supporting People Commissioning Body	4 per annum	1  1	Cabinet Member for Adult Services  Alternate-Leader of the Council or his Cabinet nominee	1 Fatemian  1 Chapman	0	0	0
Standing Advisory Council for Religious Education (SACRE)		3	On the nomination of the political groups according to political balance	3 Mathew Viney Ahmed	0	0	0
Thames Valley Police Authority	Usually monthly	2	Allocated by the TVPA Joint Committee to reflect the political proportionality of the TVPA area  * S.20 Police Act 1996 - to respond to questions in Council	1 Mallon*	1 Patrick	0	0

## Strategic Partnerships

<b>Partnership</b>	<b>FOM</b>	<b>Appointees for 2011/12</b>
Oxfordshire Partnership Board	3 per annum	Leader of the Council
Public Service Board INACTIVE		Deputy Leader of the Council
Thematic Partnerships:		
Children & Young People's Trust	4 per annum	Cabinet Member for Children, Education & Families and Cabinet Member for Schools Improvement
Health & Well Being Partnership	4 per annum	Cabinet Member for Adult Services
Spatial Planning & Infrastructure Partnership	1 in June 2011	Cabinet Member for Growth & Infrastructure
Oxfordshire Local Enterprise Partnership	1 per month	Deputy Leader of the Council
Oxfordshire Safer Communities Partnership	4 per annum	Cabinet Member for Police & Policy Co-ordination
Oxfordshire Stronger Communities Alliance	4 per annum	Cabinet Member for Police & Policy Co-ordination
Oxfordshire Waste Partnership (meeting with Oxfordshire Environment Partnership)	4 per annum	Cabinet Member for Growth & Infrastructure

## Standing Advisory Bodies

Body	FOM	Places	Basis of Member Appointment	Con	Lib Dem	Lab	Grn
Arts Council S. E. Region Board	3/4 per annum	1	Cabinet Member for Safer & Stronger Communities	1 Heathcoat			
Learning Disability Partnership Board	quarterly	Co-Chairman	On the nomination of the political groups according to political balance	1 Owen			
Music House Committee	3 per annum	3	On the nomination of the political groups according to political balance	3 Waine Fulljames Tilley	0	0	0
Outdoor Centres House Committee (under review)		3	On the nomination of the political groups according to political balance	3 Waine Brown Turner	0	0	0
Oxfordshire Schools Forum	5+ per annum	2	Observers (with no voting rights)	2 Tilley Waine			
Schools Organisation Stakeholder Group	quarterly	5  2 observers (with no voting rights)	On the nomination of the political groups according to political balance  Cabinet Members for C,E&F and Schools Improvement	4 Jones Nimmo-Smith Stratford Waine Chapman Tilley	1 Altaf-Khan		
County Youth Work Advisory Group (under review)	no meetings planned	5	On the nomination of the political groups according to political balance, one Councillor for each District Council area	4 Chapman-City  Rose-West  Fitzgerald-O'Connor-Vale  Bonner-Cherwell	1 D.Turner - South	0	0



## SECTION 5

## Informal Member/Officer Working Groups

Working Group	FOM	Places	Basis of Appointment	Con	Lib Dem	Lab	Grn
Corporate Parenting Panel	4 per annum	10	On the nomination of the political groups according to political balance, to include the Cabinet Members for Children, Education & Families and Schools Improvement and the three members serving on the Fostering & Adoption Panels & Chairman of Children's Services Scrutiny Committee  Director for Children, Education & Families and Director for Social & Community Services or nominees	8 Billington Bonner Chapman Fitzgerald- O'Connor Handley Hibbert- Biles Tilley Waine	1 Fooks / Godden	1 Brighthouse	0

## CA3

<b>Working Group</b>	<b>FOM</b>	<b>Places</b>	<b>Basis of Appointment</b>	<b>Con</b>	<b>Lib Dem</b>	<b>Lab</b>	<b>Grn</b>
Headington and Marston Area Transport Steering Group (HAMATS) ( <i>Dormant / Discontinued</i> )	N/A	3	Cabinet Members for Growth & Infrastructure and Transport and one other nominated by the Leader of the Council  Representatives of Director for Environment & Economy	3 N/A			
Oxfordshire Museums Joint Working Group	quarterly	3	On the nomination of the political groups according to political balance  Head of Cultural & Adult Learning Services and/or representative(s)	3 Heathcoat Stratford Mathew	0	0	0
Minerals & Waste Local Plan Working Group	4 per annum	5	On the nomination of the political groups according to political balance, to include the Cabinet Members for Growth & Infrastructure and Transport (or respective nominees)  Director for Environment & Economy and/or representative(s)	4 Lindsay-Gale Hudspeth Jones Rose	1 Purse	0	0

## CA3

<b>Working Group</b>	<b>FOM</b>	<b>Places</b>	<b>Basis of Appointment</b>	<b>Con</b>	<b>Lib Dem</b>	<b>Lab</b>	<b>Grn</b>
Oxfordshire County Council South Africa Link Group	2/3 per annum	4	<i>On the nomination of the political groups according to political balance</i>	3 Hibbert-Biles Lovatt Gearing	1 D. Turner	0	0
School Governor Appointments Panel	as required	6	<i>On the nomination of the political groups according to political balance</i>  Representatives of the Children, Education & Families Governors Team	4 Fitzgerald-O'Connor Hibbert-Biles Jones Waine	1 Altaf-Khan	1 Brighthouse	0
Social Inclusion Reference Group	as required	5	On the nomination of the political groups according to political balance  Representatives of all Directorates	4 Mitchell Fatemian Hibbert-Biles Tilley	1 Goddard	0	0

## CA3

<b>Working Group</b>	<b>FOM</b>	<b>Places</b>	<b>Basis of Appointment</b>	<b>Con</b>	<b>Lib Dem</b>	<b>Lab</b>	<b>Grn</b>
Special Educational Needs & Disabilities Partnership	3 per annum	5	On the nomination of the political groups according to political balance, to include the Cabinet Members for Children, Education & Families and Schools Improvement  Representatives of Head teachers, governors and teacher unions  Director for Children, Education & Families and/or representative(s)	4 Chapman Hayward Sexon Tilley	1 Godden (sub. Altaf- Khan)	0	0
Strategic Procurement Board	as required	1	Cabinet Member for Finance & Property  A senior officer from each Directorate with responsibility for procurement; and a Strategic Procurement Manager	1 Couchman	0	0	0
West End Steering Group	as required	2	Leader of the Council and Deputy Leader's representative	2 Mitchell Lindsay- Gale	0	0	0

**Member Champions**

Member Champions appointed by the Cabinet:

- |                   |                                  |
|-------------------|----------------------------------|
| - Bus             | Councillor Stewart Lilly         |
| - Cycling         | Councillor Arash Fatemian        |
| - Efficiencies    | Councillor C. H. Shouler         |
| - Heritage        | Councillor Lorraine Lindsay-Gale |
| - Military        | Councillor Keith R. Mitchell CBE |
| - Older People's  | Councillor Peter Jones           |
| - Olympics        | Councillor Bill Service          |
| - Risk Management | Chairman, Audit Committee        |

## SECTION 7

Strategic Outside Body	FOM	OCC Entitlement	Appointees for 2011/12
County Councils Network (CCN)	Council - 4 per annum Executive – 4 per annum Annual conference	4 county councillors	Hudspeth Hayward Robertson Tilley
Local Government Association (LGA)	General Assembly -1 per annum	4 county councillors (* to cast additional OCC vote)	Hudspeth Mitchell* Robertson Tilley
LGA: Rural Commission	as required	1 county councillor	Hallchurch
LGA: Urban Commission	as required	1 county councillor	Fatemian
Oxfordshire Association of Local Councils	as required	1 county councillor	Jones
Oxfordshire Care Partnership Board	as required	1 county councillor	Fatemian
Oxfordshire Countryside Access Forum	2/3 per annum	1 county councillor	Rose
Oxfordshire Rural Community Council	as required	1 county councillor	Nimmo-Smith
South East Employers (notice served to terminate membership)	quarterly	3 county councillors + 3 <i>deputies</i>	Robertson Wilmshurst Hallchurch <i>Rose</i> <i>Tilley</i> <i>Fatemian</i>
South East England Councils	Executive – 4 per annum AGM	1 county councillor + 1 <i>deputy</i>	Lindsay-Gale <i>Rose</i>