

County Council

14 June 2011

Agenda

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.

To: Members of the County Council

Notice of a Meeting of the County Council

Tuesday, 14 June 2011 at 10.00 am

County Hall, Oxford OX1 1ND

Joanna Simons

Joanna Simons
Chief Executive

June 2011

Contact Officer: **Deborah Miller**
Tel: (01865) 815384; E-Mail: deborah.miller@oxfordshire.gov.uk

In order to comply with the Data Protection Act 1998, notice is given that Items 3, 7 and 14 will be recorded. The purpose of recording proceedings is to provide an *aide-memoire* to assist the clerk of the meeting in the drafting of minutes.

Members are asked to sign the attendance book which will be available in the corridor outside the Council Chamber. A list of members present at the meeting will be compiled from this book.

The civic party will process into the Council Chamber at 9.58 am.

A buffet luncheon will be provided.

A meeting of the Democracy & Organisation Committee will be held following the conclusion of the Council meeting. To be followed by:

a briefing session on Adult Safeguarding for all Members

AGENDA

1. Minutes (Pages 1 - 26)

To approve the Minutes of the meeting held on 17 May 2011 (**CC1**) and to receive information arising from them.

2. Apologies for Absence

3. Declarations of Interest - see guidance note

Members are reminded that they must declare their interests orally at the meeting and specify (a) the nature of the interest and (b) which items on the agenda are the relevant items. This applies also to items where members have interests by virtue of their membership of a district council in Oxfordshire.

4. Official Communications

5. Appointments

- (a) to appoint Councillor Tony Crabbe in place of Councillor Ray Jelf on the Audit Committee.
- (b) to make any changes to the membership of the Cabinet, scrutiny and other committees on the nomination of political groups.

6. Petitions and Public Address

7. Questions with Notice from Members of the Public

8. Standards Committee - Annual Report 2010/2011 (Pages 27 - 32)

Report by the Chairman of the Standards Committee (**CC8**)

This report from the independent chairman of the Standards Committee summarises the work of the Standards Committee over the last year. It also gives consideration to the changing context of the Committee's work and future in light of the Coalition Government's proposals for the standards regime. The Committee endorsed the report at its meeting on 26 May 2011.

The Committee is RECOMMENDED to receive the report.

9. The Future of BBC Oxford (Pages 33 - 36)

Report by Head of Strategy and Communications (**CC9**).

As part of the BBC's need to make £89m of cuts from its national BBC Journalism budget, managers at the corporation are considering withdrawing three regional TV news outlets in Oxford, Cambridge and the Channel Islands.

The cuts to BBC Journalism are part of wider cost-savings across the BBC that stem from the freezing of the TV licence for five years. The BBC has not made any

formal decision on these proposals to date. Any firm proposals in coming months would be subject to the ratification of the BBC Trust, which would wish to hear the views of local people and organisations before making a final decision.

There are also suggestions that the BBC is looking at transferring some daytime broadcast time at all of its local radio stations to BBC Five Live. Such moves would not be unique to BBC Oxford.

The Council is RECOMMENDED to:

- (a) ***record that it believes that a cessation of the local TV service and dilution of the local radio service would deny the people of Oxfordshire a truly local and comprehensive television news service and that local communities could lose their voice and the council could lose an important channel of communication;***
- (b) ***ask the Leader of the Council to write to the Chairman of the BBC Trust, the Director General of the BBC and to respond to any consultation on the proposals expressing the Council's concern and opposition;***
- (c) ***ask the Leader of the Council to write to all six local MPs and the Culture Secretary to express these concerns and ask for their support against the proposals.***

10. Report of the Cabinet (Pages 37 - 42)

Report of the Cabinet Meetings on 19 April 2011 and 24 May 2011 (CC10).

11. Scrutiny Committees - Annual Report (Pages 43 - 52)

Council is RECOMMENDED to receive the report.

12. Cabinet Scheme of Delegation (Pages 53 - 56)

Report by the Monitoring Officer (CC12)

The report addresses two issues related to the Council's Constitution, as considered recently by the Council's Cabinet. Firstly, it 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.

Secondly, it 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. The Cabinet is recommending Council to approve both of these changes.

The Cabinet RECOMMENDS Council to:

- (a) ***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 8 above;

- (b) 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.***

13. Amendments to the Financial Procedure Rules- Change to Constitution (Pages 57 - 66)

Report of the Chief Finance Officer and the Monitoring Officer (**CC13**)

The Financial Procedure Rules provide the framework for management of the Authority's financial affairs. They are part of the means by which the Council seeks to achieve excellence in corporate governance and demonstrates high standards of financial integrity in the delivery of its services. This report presents proposed amendments to the Financial Procedure Rules' capital approval processes in light of the Council's new organisational structure and its revised capital governance arrangements.

Council is RECOMMENDED:

- (a) to agree the proposed amendments to the Financial Procedure Rules, as outlined in paragraph 4 above and as detailed in Annex 1;***
- (b) to ask the Monitoring Officer to amend the Council's Constitution accordingly.***

14. County Council Meeting Dates (Pages 67 - 70)

The schedule has been drawn up to reflect the various rules about frequency of meetings set out in the Council's Constitution. A change is being suggested to the pattern of Council meetings with the June meeting being moved to July to even out the frequency of meetings.

The report of the Monitoring Officer containing the schedule of meeting dates proposed for the 2011/12 Council year is attached (**CC14**).

Council is RECOMMENDED to:

- (a) Agree the principle of the June Council meeting being replaced by a meeting in the second Tuesday in July;***
- (b) agree the schedule of meeting dates for the 2011/12 Council Year; and***
- (c) instruct the Monitoring Officer to make the necessary consequential amendments to the Council Procedure Rules in respect of the dates of Council meetings.***

15. Questions with Notice from Members of the Council

MOTIONS WITH NOTICE FROM MEMBERS OF THE COUNCIL

WOULD MEMBERS PLEASE NOTE THAT ANY AMENDMENTS TO MOTIONS WITH NOTICE MUST BE PRESENTED TO THE PROPER OFFICER IN WRITING BY 9.00 AM ON THE MONDAY BEFORE THE MEETING

16. Motion From Councillor Arash Fatemian

“This Council welcomes the news that this week, 13th-19th June 2011, is National Carers Week which seeks to draw public attention to and support the work of the UK’s six million Carers.

This County Council always has and will continue both to recognise and be very grateful for the enormously valuable contribution made by Carers of all ages across Oxfordshire. Supporting Carers as well as we are able to will always be a core element of our strategy.

The new Carers strategy adopted by this council seeks to support and improve this recognition. A recognition that many Carers across the county, whose enormous contribution is vital to Oxfordshire and greatly under-appreciated, are not receiving any support at all. It is important to help identify Carers so that we can provide them with the support that they so greatly need.

This Council therefore:

- (i) welcomes National Carers Week and supports its aims in highlighting the work of Carers and helping to identify hidden Carers of all ages and provide them with help and support;
- (ii) agrees to publish information about Carers Week on the County Council Website for the remainder of this week;
- (iii) asks all Councillors to consider signing the ‘Carers Wall’ in support of the work of all Carers, of all ages, across Oxfordshire.”

17. Motion From Councillor Janet Godden

“Council is dismayed to learn of the adverse Care Quality Commission report on a private care home in Oxfordshire where this authority places clients. Care plan processes, dietary needs, medicines management, activities for residents, staff training, and quality monitoring fell short of the required standards.

Council also notes with concern:

- (a) the recent LINKs report on Oxfordshire care homes (JOHSC, 19 May item 8c) where some of the same deficiencies are mentioned, and which concludes that ‘it is vital to consider whether value for money is given in all cases and whether the care received by residents is always as good as it can

be'; and

- (b) that new responsibilities for inspection and monitoring are likely to be placed upon the Council under the Localism Bill.

Council therefore requests that:

- (i) Cabinet review the fees structure for care homes to ensure that the Council is both paying a reasonable going rate and receiving good value for money;
- (ii) The Director for Social & Community Services keeps members informed about the outcome of inspection reports on all care homes;
- (iii) Clients are not placed in care homes that cannot demonstrate good internal care monitoring processes, together with a reliable complaints system for use by relatives as well as by residents; and
- (iv) a post-Council briefing is arranged on current inspection regimes, and the anticipated new responsibilities of local authorities and the role of Healthwatch in this respect."

18. Motion From Councillor Jean Fooks

"Council welcomes the Coalition Government's announcements on the replacement for Educational Maintenance Allowance to support young people over 16 to stay on at school or college. It is understood that the new scheme should be in place for the forthcoming academic year. It will be better targeted and continue to support those currently receiving the allowance. This demonstrates the Government's commitment to helping young people stay longer in education.

Breaking the cycle of deprivation' is one of the Council's overriding priorities. Enabling young people to stay at school is one way to meet this, yet eligible pupils are unlikely to learn of these allowances by themselves. Council therefore asks the Cabinet Member for Schools Improvement to ensure that targeted groups of pupils (such as those in care, care leavers, those with severe disabilities) are aware of the scheme and to alert schools to the scheme and the importance of doing all they can to ensure that all other eligible pupils (such as those recognised by their schools as facing specific barriers to participation such as transport costs or the cost of necessary equipment for their courses) are made aware of the substantial support that will be available to them from schools.

Council requests that all reasonable steps are taken to gather information about the effective take up of these supports and that the matter is referred to Children's Services Scrutiny Committee for further consideration."

19. Motion From Councillor Richard Stevens

"This Council welcomes the abandonment of the Cabinet's proposals of 26 November 2010 to cease funding 20 of our 43 public libraries in Oxfordshire, and the recognition in the Council's announcement of 27 May 2011 that fulfilling the statutory duty to provide a comprehensive and efficient library service under the Public Libraries and Museums Act 1964 requires a community needs-based

assessment of library provision.

This Council further:

- (i) acknowledges the concern of members of the public throughout Oxfordshire who mounted successful campaigns to save their local libraries, and regrets the uncertainty generated by the proposals of 26 November 2010; and
- (ii) calls on the Cabinet to explain in detail how funding for volunteers will be put in place for the 21 libraries whose staffing would, under the new proposals, be dependent upon or would incorporate volunteer library staff, so as to ensure the long-term viability of such libraries."

20. Motion From Councillor Val Smith

"This Council values highly the work of youth workers and the youth service in Oxfordshire.

We believe that the youth service can:

- increase young peoples' participation as active citizens and volunteers
- engage them in education
- increase personal and social skills
- improve access to health information.

We, therefore, urge the Cabinet to bring forward plans to ensure there are trained youth workers in the HUBS able to deliver youth work in communities to reflect both the 1996 Education Act and the guidance which was embedded in the Education and Inspections Act 2006."

Pre-Meeting Briefing

There will be a pre-meeting briefing at County Hall on **Monday 13 June 2011 at 10.15 am** for the Chairman, Vice-Chairman, Group Leaders and Deputy Group Leaders

This page is intentionally left blank

OXFORDSHIRE COUNTY COUNCIL

MINUTES of the meeting held on Tuesday, 17 May 2011 commencing at 10.00 am and finishing at 1.10 pm.

Present:

Councillor Hilary Hibbert-Biles – in the Chair for Agenda Item 1
Councillor Patrick Greene – in the Chair for Agenda Item 2 onwards

Councillors:

Hilary Hibbert-Biles	Tim Hallchurch MBE	John Sanders
M. Altaf-Khan	Pete Handley	Larry Sanders
Alan Armitage	Jenny Hannaby	Don Seale
Lynda Atkins	Tony Harbour	Bill Service
Marilyn Badcock	Steve Hayward	Dave Sexon
Mike Badcock	Ian Hudspeth	Chip Sherwood
Maurice Billington	Sarah Hutchinson	C.H. Shouler
Norman Bolster	Ray Jelf	Dr Peter Skolar
Ann Bonner	Peter Jones	Roz Smith
Liz Brighouse OBE	Stewart Lilly	Val Smith
Iain Brown	Lorraine Lindsay-Gale	Richard Stevens
Nick Carter	A.M. Lovatt	Keith Strangwood
Louise Chapman	Kieron Mallon	Lawrie Stratford
Jim Couchman	Charles Mathew	John Tanner
Tony Crabbe	Keith R. Mitchell CBE	Alan Thompson
Arash Fatemian	David Nimmo-Smith	Melinda Tilley
Anda Fitzgerald-O'Connor	Neil Owen	David Turner
Jean Fooks	Zoé Patrick	Nicholas P. Turner
Anthony Gearing	Susanna Pressel	Carol Viney
Michael Gibbard	Anne Purse	Michael Waine
John Goddard	G.A. Reynolds	David Wilmshurst
Janet Godden	David Robertson	

The Council considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda and reports, copies of which are attached to the signed Minutes.

42/11 ELECTION OF CHAIRMAN FOR 2011/12 COUNCIL YEAR

(Agenda Item 1)

Before inviting nominations for the office of Chairman of the Council, Councillor Hibbert-Biles (the retiring Chairman) addressed the meeting, reflecting on her year of office. She thanked the Vice-Chairman (Councillor Greene), her Husband, and Alison Clapton for all their help and support

during the year. She then presented Alison with some flowers. Councillors Mitchell, Patrick, Brighthouse and L Sanders paid tribute to Councillor Hibbert-Biles.

Councillor Mitchell proposed and Councillor Chapman seconded that Councillor Greene be elected Chairman of the Council for the 2011/12 Council Year.

Councillor Patrick proposed and Councillor Brighthouse seconded that Councillor Purse be elected Chairman of the Council for the 2011/12 Council Year.

Forty-four members voting in favour of Councillor Greene and 19 members voting in favour of Councillor Purse, Councillor Greene was declared elected. He read and signed the statutory Declaration of Acceptance of Office and presented his wife with the Chairman's consort badge.. Councillor Greene then took the Chair.

43/11 ELECTION OF VICE-CHAIRMAN FOR THE 2011/12 COUNCIL YEAR

(Agenda Item 2)

The Chairman called for nominations for the office of Vice-Chairman. Councillor Mitchell proposed and Councillor Service seconded that Councillor Seale be elected Vice-Chairman of the Council for the 2011/12 Council Year. Councillor Brighthouse proposed and Councillor Patrick seconded that Councillor V Smith be elected Vice-Chairman of the Council for the 2011/12 Council Year.

Forty-five members voting in favour of Councillor Seale and 19 members voting in favour of Councillor V Smith, Councillor Seale was declared elected. He read and signed the statutory Declaration of Acceptance of Office.

44/11 MINUTES

(Agenda Item 3)

RESOLVED: that the Minutes of the meeting of Council held on 5 April 2011 be approved and signed.

45/11 APOLOGIES FOR ABSENCE

(Agenda Item 4)

Apologies for absence were received from Councillors: Ahmed, Belson, Darke, Fulljames, Harvey, Heathcoat, Malik and Rose.

46/11 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE

(Agenda Item 5)

The following declaration of interest was made:

Councillor Iain Brown declared a Personal Interest in Agenda Item 14 due to ownership of property in the Parish of Steventon.

47/11 OFFICIAL COMMUNICATIONS

(Agenda Item 6)

The Chairman reported as follows:

- (i) Council congratulated the Oxfordshire Fire and Rescue Service following a demanding period, including extensive operations in support of Royal Berkshire Fire and Rescue Service's Swinley forest fire incident. Council further thanked the primary employers of Retained Duty System firefighters for their support during this time.
- (ii) The very sad news from the Finance Team at Thames Valley Police Authority that their Chief Executive, Jim Booth, had unexpectedly passed away. It was agreed to send a letter of condolence on behalf of the Council.
- (iii) The Chairman would send a letter of condolence on behalf of the Council to the commanding officer of 11 EOD on the tragic death of Capt Lisa Head while on active service in Afghanistan on 18th April. Council observed a minute 's silence as a mark of respect.

48/11 CABINET MEMBERSHIP AND DELEGATION OF CABINET FUNCTIONS

(Agenda Item 9)

The Council had before them the report of the Leader of the Council (CC9 - Annex 1 to the Schedule of Business). The report set out the appointments the Leader of the Council had made, together with the delegation of functions of the Cabinet.

Councillor Mitchell proposed and Councillor Robertson seconded the adoption of the recommendations set out in the report. Councillor Mitchell paid warm tribute to past Cabinet Members Councillor Ian Hudspeth and Councillor Michael Waine.

RESOLVED: (nem con) to note the delegations made by the Leader of the Council with regard to the functions of the Cabinet.

49/11 COMMITTEES AND REVIEW OF POLITICAL BALANCE

(Agenda Item 10)

The Council had before them a report of the County Solicitor & Monitoring Officer (CC10) and an updated membership of committees and sub-committees (CC10 – Annex 1 to the Schedule of Business).

Councillor Mitchell moved and Councillor Robertson seconded the adoption of the recommendations set out in CC10 – Annex 1 to the schedule of business as amended at the meeting.

RESOLVED: (nem con) to:

- (a) confirm the political balance on committees shown in Annex 3 to the report;
- (b) to appoint to committees the councillors and co-opted members as shown in Annex 1 to these minutes.

50/11 OFFICER SCHEME OF DELEGATION

(Agenda Item 11)

The Council had before them a report by the Monitoring Officer (CC11).

RESOLVED: (nem con) to note the amendments to Article 11 of the Constitution identified in paragraphs 4-7 above and to approve the scheme of Officer Delegation contained in Part 7.3 of the Council's Constitution.

51/11 QUESTIONS WITH NOTICE FROM MEMBERS OF THE COUNCIL

(Agenda Item 12)

8 Questions with notice were asked. Details of the questions and answers and the supplementary questions and answers, where asked and given, are set out in Annex 2 to the Minutes.

In relation to Question 6 (Question asked by Councillor Hannaby) Councillor Fatemian undertook to look again at the Ambulance Service provision.

In relation to Question 8 (Question asked by Councillor Hannaby) Councillor Fatemian undertook to bring a report to a future meeting of the Adult Services Scrutiny Committee on the Customer Service Centre, outlining the actual number of people taking calls from people that need assistance.

In relation to Question 8 (Question asked by Councillor Fooks) Councillor Mitchell undertook to provide Councillor Fooks with written confirmation that Big Society funding was available for Libraries.

52/11 MOTION FROM COUNCILLOR RICHARD STEVENS

(Agenda Item 13)

Councillor Stevens moved and Councillor Hutchinson seconded the following motion:

“This Council notes that the level of delayed transfers of care in Oxfordshire for 2010/11 has been higher than the previous two years, with a particularly high level of delays between June and December 2010. In relation to this period, Council further notes the comment of the Director for Social & Community Services (in his March 2011 report to the Adult Services Scrutiny

Committee) that, "we needed a period of reduced commitments from June to November 2010 to bring our expenditure back to budget."

While welcoming the reduction in delays in January and February 2011, Council calls on Cabinet to consider the reasons behind the high level of delayed discharges in 2010/11 and to work constructively with other organisations with responsibilities in this area to ensure that delayed transfers of care in Oxfordshire are minimised."

Councillor Fatemian moved and Councillor Skolar seconded the following amendment shown in bold italics and strikethrough:

"This Council notes that the level of delayed transfers of care in Oxfordshire for 2010/11 has been ***at times*** higher than the previous two years, with a particularly high level of delays between June and December 2010. In relation to this period, Council further notes the comment of the Director for Social & Community Services (in his March 2011 report to the Adult Services Scrutiny Committee) that, "we needed a period of reduced commitments from June to November 2010 to bring our expenditure back to budget."

This Council particularly notes that the number of delays for which Adult Services are responsible has continued to fall and now accounts for less than 1/3 of delays while delays for which the NHS is solely responsible account for around half.

~~In~~ While welcoming the ***hard work of the County Council and other partners which has led to a*** reduction in delays in January and February 2011, Council calls on Cabinet to consider the reasons behind the high level of delayed discharges in 2010/11 and to ***continue to*** work constructively ***and share ideas*** with other organisations with responsibilities in this area to ensure that delayed transfers of care in Oxfordshire are minimised."

Following debate the amendment was carried by 44 votes to 17, and it was:-

RESOLVED: (by 51 votes to 0, with 5 abstentions)

"This Council notes that the level of delayed transfers of care in Oxfordshire for 2010/11 has been at times higher than the previous two years, with a particularly high level of delays between June and December 2010. In relation to this period, Council further notes the comment of the Director for Social & Community Services (in his March 2011 report to the Adult Services Scrutiny Committee) that, "we needed a period of reduced commitments from June to November 2010 to bring our expenditure back to budget."

This Council particularly notes that the number of delays for which Adult Services are responsible has continued to fall and now accounts for less than 1/3 of delays while delays for which the NHS is solely responsible account for around half.

In welcoming the hard work of the County Council and other partners which has led to a reduction in delays in January and February 2011, Council calls

on Cabinet to consider the reasons behind the high level of delayed discharges in 2010/11 and to continue to work constructively and share ideas with other organisations with responsibilities in this area to ensure that delayed transfers of care in Oxfordshire are minimised.”

53/11 MOTION FROM COUNCILLOR IAIN BROWN

(Agenda Item 14)

Councillor Brown moved and Councillor Tilley seconded the following motion as amended by Councillor Patrick in bold italic:

“This Council welcomes the findings of HM Planning Inspectorate in relation to Thames Water’s failure to get its Water Resources Management Plan (WRMP) approved for implementation. Oxfordshire County Council also welcomes the fact that The Secretary of State for the Environment has accepted the findings of HM Planning Inspectorate in full, in relation to Thames Water’s WRMP.

This Council instructs the Leader of Oxfordshire County Council to write both to HM Planning Inspectorate and The Secretary of State for the Environment to thank them for their measured and thorough analysis of the 2,000 page document that Thames Water presented as a document for future water supply to the South East of England.

This Council acknowledges the hard and diligent work of officers and members at Oxfordshire County Council **and the Vale of White Horse District Council**, who, combined with local people and parishes as well as the Group Against Reservoir Development (GARD), have prevented up to 5,000 acres of productive farmland from being lost to a reservoir that has now been shown to be unnecessary.

Finally, this Council instructs the Leader of Oxfordshire County Council to write to our Oxfordshire Members of Parliament asking them to use their best endeavours to ensure that Thames Water, in its revised WRMP, is forced properly to consider all of the alternative water supply options, some of them outlined in the Oxfordshire County Council report dated 17 May 2006 and entitled "Can we rely on our Water Supply?"

Councillor Brown accepted the proposed amendment by Councillor Patrick

Following debate, the motion as amended was carried nem con.

RESOLVED: (nem con)

“This Council welcomes the findings of HM Planning Inspectorate in relation to Thames Water’s failure to get its Water Resources Management Plan (WRMP) approved for implementation. Oxfordshire County Council also welcomes the fact that The Secretary of State for the Environment has accepted the findings of HM Planning Inspectorate in full, in relation to Thames Water’s WRMP.

This Council instructs the Leader of Oxfordshire County Council to write both to HM Planning Inspectorate and The Secretary of State for the Environment to thank them for their measured and thorough analysis of the 2,000 page document that Thames Water presented as a document for future water supply to the South East of England.

This Council acknowledges the hard and diligent work of officers and members at Oxfordshire County Council and the Vale of White Horse District Council, who, combined with local people and parishes as well as the Group Against Reservoir Development (GARD), have prevented up to 5,000 acres of productive farmland from being lost to a reservoir that has now been shown to be unnecessary.

Finally, this Council instructs the Leader of Oxfordshire County Council to write to our Oxfordshire Members of Parliament asking them to use their best endeavours to ensure that Thames Water, in its revised WRMP, is forced properly to consider all of the alternative water supply options, some of them outlined in the Oxfordshire County Council report dated 17 May 2006 and entitled "Can we rely on our Water Supply?"

54/11 MOTION FROM COUNCILLOR JANET GODDEN

(Agenda Item 15)

Councillor Godden moved and Councillor Altaf-Khan seconded the following motion:

"Council needs assurance that Oxfordshire Schools are fully aware of the heightened responsibilities for school improvement laid upon them by the White Paper, The Importance of teaching, and explained in the plans for the restructuring of the CEF directorate (CAB 19 April, item 7, esp. pp.97-99). Only 15 schools responded to the consultation document, and although some briefing meetings for head teachers and chairs of governors have been held Council is concerned that governing bodies may not fully appreciate the changes that will face them this Autumn.

Central support will hence forward be confined to weak or challenged schools, and high-performing schools will be expected to help their less successful neighbours. Schools will be responsible for buying in their own improvement and support services.

Any lack of preparedness or readiness to assume these new responsibilities could result in lower attainment levels and poorer outcomes for pupils. Oxfordshire schools have struggled in recent years to reach levels of pupil attainment commensurate with expectations.

Council therefore requests the Director of CYPF to arrange briefing meetings district by district for all school governors, separately for primary and secondary schools, to ensure that any concerns can be heard and that governors become well informed and proactive participants in the changes to come."

Following debate, the motion was lost by 43 votes to 19.

55/11 MOTION FROM COUNCILLOR MRS CATHERINE FULLJAMES

(Agenda Item 16)

Councillor Hudspeth moved and Councillor Stratford seconded the following motion:

“This Council opposes HS2 on the grounds that up to £750 million will apparently be spent on developing the scheme by consultants and lawyers when that money could provide better value for money by implementing schemes already worked up that will deliver economic growth across South East England and Oxfordshire.

This Council asks Cabinet to provide the evidence to support this position and to respond accordingly to the current consultation on HS2.”

The motion was put to the vote and was carried by 47 votes to 14, with 2 abstentions.

RESOLVED: (by 47 votes to 14, with 2 abstentions)

“This Council opposes HS2 on the grounds that up to £750 million will apparently be spent on developing the scheme by consultants and lawyers when that money could provide better value for money by implementing schemes already worked up that will deliver economic growth across South East England and Oxfordshire.

This Council asks Cabinet to provide the evidence to support this position and to respond accordingly to the current consultation on HS2.”

56/11 MOTION FROM COUNCILLOR ZOE PATRICK

(Agenda Item 17)

Councillor Patrick moved and Councillor R. Smith seconded the following motion:

“Council:

Welcomes the announcement in the Budget on 23rd March 2011 that councils in England will be given extra money, on top of the £100 million announced in February, to spend on repairing potholes, meaning an extra £3.525m will now be available in this year’s council budget for pothole repairs in Oxfordshire.

Council welcomes the new partnership with Atkins and instructs officers to present options to speed up the identification and repair of potholes with reports from residents and condition surveys to be used to ensure that these funds are applied in an efficient and cost effective manner, with a view to

ensuring that the defects and deteriorating roads and pavements are tackled at the earliest opportunity.

Council also asks that the heavier traffic load on the City's roads is recognised in the distribution formula, not just the total length of roads. Council further requests that information to be published on the Council's website by 30 September 2011 showing where this extra money has been spent."

Following debate, the motion was lost by 41 votes to 17, with 1 abstention.

57/11 MOTION FROM COUNCILLOR ALAN ARMITAGE

(Agenda Item 18)

Councillor Armitage moved and Councillor Godden seconded the following motion as amended by councillor Mitchell in bold italic and strikethrough:

~~"Council welcomes the support of Thames Valley Police in facilitating the return to operation of speed cameras across the county.~~

"Council notes the re-introduction of camera enforcement by TVP and welcomes the fact that no OCC service had to be cut to finance the operation.

Council believes that effective enforcement of all speed limits is necessary to ensure that ~~injuries and fatalities~~ on the county's roads continue to ~~reduce~~ ***ever be safe in the short and*** over the long term.

Council therefore calls upon Thames Valley Police to ~~bring in~~ ***use existing*** measures to see that enforcement of 20 mph speed limits in Oxford city ***and all other limits in Oxfordshire*** are given their ~~immediate~~ attention."

Following debate, the motion as amended was carried nem con.

RESOLVED: (nem con)

"Council notes the re-introduction of camera enforcement by TVP and welcomes the fact that no OCC service had to be cut to finance the operation.

Council believes that effective enforcement of all speed limits is necessary to ensure that the county's roads continue to be safe in the short and over the long term.

Council therefore calls upon Thames Valley Police to use existing measures to see that enforcement of 20 mph speed limits in Oxford city and all other limits in Oxfordshire are given their attention."

..... in the Chair

Date of signing 2011

This page is intentionally left blank

Membership of Committees and Sub-Committees

Audit Committee (10)

Conservative (6)	Green (1)	Labour (1)	Liberal Democrat (1)
Jelf	L. Sanders	Darke	sp Armitage
Lovatt			
Mathew			
Shouler			
Stratford			
Wilmshurst			

Non-Voting Co-opted Members (1)

Representative of the Business Community:

Dr Geoff Jones, PO Box 636, Oxford OX1 9AZ

Democracy & Organisation Committee (15)

Conservative (10)	Green (0)	Labour (2)	Liberal Democrat (2)
Ahmed		Brighthouse	sp Purse
Badcock, Michael		Stevens	J. Godden
Billington			
Brown			
Gibbard			
Jelf			
Lovatt			
Owen			
Reynolds			Independent (1)
Thompson			Atkins

Appeals Sub-Committee (3)

- Chairman of Democracy & Organisation Committee
- Deputy Chairman of Democracy & Organisation Committee
- Opposition Group Spokesman of Democracy & Organisation Committee

ch – Chairman
dc - Deputy Chairman
sp - Opposition Group Spokesman

Appointment Sub-Committee (Variable) (6)

Six Councillors at least one of whom must be a member of the Cabinet

Fire Service Discipline Sub-Committee (3)

Three Councillors at least one of whom must be a member of the Cabinet

Gradings Sub-Committee (3)

Chairman of Democracy & Organisation Committee
Deputy Chairman of Democracy & Organisation Committee
Opposition Group Spokesman of Democracy & Organisation Committee

Pension Benefits Sub-Committee (3)

Chairman of Democracy & Organisation Committee
Deputy Chairman of Democracy & Organisation Committee
Opposition Group Spokesman of Democracy & Organisation Committee

Pension Fund Committee (9)

Conservative (5)	Green (0)	Labour (1)	Liberal Democrat (1)
Harvey		Darke	sp Fooks
Lilly			
Seale			
Service			
Shouler			

Voting Co-opted Members (2)

District Council Representatives:

District Councillor Richard Langridge, 5 Hoyle Close, Witney, Oxon OX28 1JD
District Councillor Jerry Patterson, 17 Woodcroft, Kennington, Oxford OX1 5NH

ch - Chairman
dc - Deputy Chairman
sp - Opposition Group Spokesman

Planning & Regulation Committee (15)

Conservative (11)	Green (0)	Labour (2)	Liberal Democrat (2)
Belson		J. Sanders	sp Armitage
Crabbe		Tanner	Hannaby
Fitzgerald-O'Connor			
Fulljames			
Hayward			
Jelf			
Jones			
Nimmo-Smith			
Owen			
Reynolds			
Seale			

Standards Committee (11)

Conservative (5)	Green (0)	Labour (1)	Liberal Democrat (1)
Badcock, Michael		V. Smith	R. Smith
Bolster			
Bonner			
Fulljames			
Robertson			

Voting Co-opted Independent Members (4)

- dc Ms Nina Alphey, 65 The Moors, Kidlington, Oxon OX5 2AQ
- ch Ms Ann Griffiths, c/o County Hall, New Road, Oxford OX1 1ND
- Professor Meryll Dean, c/o County Hall, New Road, Oxford OX1 1ND
- Mr Mark Greenwood, 37 Marlborough Street, Faringdon, Oxon SN7 7JL

Initial Assessment Panel (3)

Two Councillor Members of the Committee
1 Independent Member of the Committee

Review Panel (3)

Two Councillor Members of the Committee
1 Independent Member of the Committee

Hearings Panel (3*)

Two Councillor Members of the Committee
1 Independent Member of the Committee

*may comprise more than three members of the Committee, up to and including the whole membership of the Committee

- ch - Chairman
- dc - Deputy Chairman
- sp - Opposition Group Spokesman

Dispensations Sub-Committee (3*)

Two Councillor Members of the Committee
1 Independent Member of the Committee

*may comprise more than three members of the Committee

Joint Committees

Thames Valley Police Authority Appointments Committee (3)

Conservative (2)

Mallon
Viney

Green (0)

Labour (0)

Liberal Democrat (1)

Patrick

County Council Representatives on Staff Consultative Bodies

Oxfordshire County Council Joint Consultative Committee for Uniformed Members of the Fire Service (7)

Conservative (5) Hayward Heathcoat Nimmo-Smith Sexon Stratford	Green (0)	Labour (1) * J. Sanders	Liberal Democrat (1) * Goddard
--	------------------	-----------------------------------	--

Oxfordshire County Council & Teachers' Joint Committee (10)

Conservative (8) Chapman Fitzgerald-O'Connor Nimmo-Smith Robertson Service Sexon Tilley Waine	Green (0)	Labour (1) * V. Smith	Liberal Democrat (1) * Altaf-Khan
--	------------------	---------------------------------	---

Oxfordshire County Council & Employees Joint Consultative Committee (7)

Conservative (5) Fitzgerald-O'Connor Hudspeth Lovatt Stratford Wilmshurst	Green (0)	Labour (1) * Stevens	Liberal Democrat (1) * Fooks
---	------------------	--------------------------------	--

* - Group Spokesman

Membership of Scrutiny Committees

Adult Services Scrutiny Committee (10)

Conservative (7)	Green (1)	Labour (1)	Liberal Democrat (1)
Fitzgerald-O'Connor	L. Sanders	Stevens	sp Hannaby
Hudspeth			
Jones			
Seale			
Skolar			
Thompson			
Wilmshurst			

Children's Services Scrutiny Committee (15)

Conservative (8)	Green (0)	Labour (1)	Liberal Democrat (2)
Badcock, Marilyn		V. Smith	Altaf-Khan
Bonner			sp Godden
Fitzgerald-O'Connor			
Owen			
Seale			
Sexon			
Turner, Nicholas			
Waine			

Voting Co-optees (4)

Representing the Church of England: Mrs Sue Matthew, 107 Southmoor Road, Oxford, OX2 6RE

Representing the Roman Catholic Church: Mr Chris Bevan, 35 Hanson Road, Abingdon, Oxon, OX14 1YL

Parent Governor Representatives:

Primary: Vacancy

Secondary and Special: Vacancy

- ch - Chairman
- dc - Deputy Chairman
- sp - Opposition Group Spokesman

Growth & Infrastructure Scrutiny Committee (10)

Conservative (7)	Green (0)	Labour (1)		Liberal Democrat (2)
Belson		Tanner	sp	Purse
Gibbard				D. Turner
Handley				
Mathew				
Nimmo-Smith				
Strangwood				
Turner, Nicholas				

Safer & Stronger Communities Scrutiny Committee (10)

Conservative (7)	Green (0)	Labour (2)		Liberal Democrat (1)
Ahmed		Pressel	sp	Goddard
Gearing		sp J. Sanders		
Lilly				
Service				
Stratford				
Thompson				
Viney				

Strategy & Partnerships Scrutiny Committee (10)

Conservative (7)	Green (1)	Labour (1)		Liberal Democrat (1)
Bolster	Sherwood	Brighouse	sp	Fooks
Carter				
Hallchurch				
Hibbert-Biles				
Lovatt				
Skolar				
Wilmshurst				

ch - Chairman
dc - Deputy Chairman
sp - Opposition Group Spokesman

Joint Committees

Oxfordshire Joint Health Overview & Scrutiny Committee (15)

Conservative (5)	Green (0)	Labour (1)	Liberal Democrat (1)
Seale		J. Sanders	sp Hannaby
Shouler			
Skolar			
Strangwood			
Stratford			

District Council Representatives (5):

- District Councillor Jane Hanna, 4 Charlton Road, Wantage, Oxon OX12 8ER
- District Councillor Dr Christopher Hood, Kestrals, 20 Hilliers Close, Sydenham, Oxon, OX39 4NG
- City Councillor Susanna Pressel, 7 Rawlinson Road, Oxford OX2 6UE
- District Councillor Rose Stratford, 8 Queens Court, Bicester, Oxon OX26 6JX
- District Councillor Hilary Fenton, Westfield House, Bampton Road, Aston, Oxon OX18 2BU

Co-optees Members (3)

- Dr Harry Dickinson, 12 Henwood, Boars Hill, Oxford OX1 5JX
- Mrs Ann Tomline, Sandalwood Cottage, Long Wittenham, Nr Abingdon, Oxon OX14 4QW
- Mrs A. Wilkinson, Carrig House, 3 Pullensford, Pullens Lane, Headington, Oxon OX3 0BV

ch - Chairman
dc - Deputy Chairman
sp - Opposition Group Spokesman

This page is intentionally left blank

QUESTIONS WITH NOTICE FROM MEMBERS OF THE COUNCIL

ANNEX 2

Questions are listed in the order in which they were received. The time allowed for this agenda item will not exceed 30 minutes. Should any questioner not have received an answer in that time, a written answer will be provided.

Questions	Answers
<p>1. COUNCILLOR JENNY HANNABY</p> <p>County's newly appointed Interim Deputy Director for Adult Services has stated publicly that putting more money into existing system will not solve the ever increasing problem of bed blocking. Labelling delays in transfers of care a 'desperate waste of public money' can the member for Adult Services explain why officers have not picked up on this earlier and acted accordingly thus saving the tax payer money and lessened the stress for people stuck in the system?.</p>	<p>COUNCILLOR ARASH FATEMIAN, CABINET MEMBER FOR ADULT SERVICES</p> <p>John Dixon as the new interim Deputy Director did indeed state at the recent Adult Services Scrutiny Committee that there are enough resources in the system to address the continuing (not increasing) problem of 'bed blocking'. This is because there are a wide range of services and a number of new initiatives in place. Indeed several of them, such as projects for self-funders and for incontinence sufferers, are examples of good practice which reflect particularly well on leadership in Oxfordshire. What he was concerned to point out was that it is the deployment of these projects, and especially their careful ordering around patient pathways through the healthcare system, which needs attention. There is huge support and goodwill from all the major players, and good working relationships, but this must as always be translated into operational delivery.</p>
<p>2. COUNCILLOR JENNY HANNABY</p> <p>The Interim Director for Adult Services believes better working relationships with key organizations and strengthening of our enablement team will lead to reductions in delayed transfers of care. Does this imply County hasn't had good working relationships in the past and if so why?</p>	<p>COUNCILLOR ARASH FATEMIAN, CABINET MEMBER FOR ADULT SERVICES</p> <p>It is also vital that there is a relentless focus on patient outcomes. Delayed transfers of care are primarily a desperate situation for patients, their families and for the professionals who came into the job to help them. They are also a terrible waste of money because often a great deal of money is spent on securing such poor outcomes for patients (eg a continued stay and unnecessary stay in the hospital).</p>

Questions	Answers
<p>3. COUNCILLOR JENNY HANNABY</p> <p>When can we be assured the enablement team will be brought up to strength?</p>	<p>COUNCILLOR ARASH FATEMIAN, CABINET MEMBER FOR ADULT SERVICES</p> <p>John Dixon has commented that he is getting every assistance in his work on delayed transfers...but would want to re-emphasise that this is absolutely a joint task, and that no one person has all the answers! There are advantages in a fresh pair of eyes, and in applying some lessons from elsewhere, but essentially it is about developing trust, pooling sovereignty around shared objectives, and focussing on the important outcome ie on patients' care. This includes how and whether people get into hospital, what happens while they are there, and how and when they leave.</p>
<p>4. COUNCILLOR JENNY HANNABY</p> <p>Our newly appointed Interim Director for Adult Services has over 20 years experience in dealing with Social Care issues, can we be assured he will be given every assistance to put his experience to good use?</p>	<p>COUNCILLOR ARASH FATEMIAN, CABINET MEMBER FOR ADULT SERVICES</p> <p>A key factor as Councillor Hannaby suggests, is the effectiveness and capacity of the enablement team. We know that the effectiveness is good: at least 50% of the people who receive its services are able to go back into their own homes with little or no ongoing support. But its capacity needs boosting. This does not mean a substantial injection of new resources, but again a refocusing of those which are already there. We are working with partners on this, especially Oxfordshire Health of course, but also the PCT and the Oxford Radcliffe as part of our joint task force.</p>
<p>5. COUNCILLOR JENNY HANNABY</p> <p>Continuing successes of Day Services for the elderly and disabled will rely on good access to transport services especially in rural areas. We regret the proposal to discontinue County's Internal transport service. Can we be assured there will be enough funding in place to support external providers?</p>	<p>COUNCILLOR ARASH FATEMIAN, CABINET MEMBER FOR ADULT SERVICES</p> <p>A partnership project between the Internal Transport Service and Social and Community Services is currently being undertaken which will initially review the needs of people for Transport to Day Services and then assess the provision of services both internally in the council and externally in the community both currently provided as well as reviewing the requirements for the future. As part of this project we will ensure that funding is available to meet the needs of people where those needs cannot be met by other mechanisms and believe that the money set aside for further investment will be sufficient to cover those needs.</p>

Questions	Answers
<p>6. COUNCILLOR JENNY HANNABY</p> <p>Ambulance service is vital for the most severely disabled to access day services, can we be assured that in the event of no external service provider for ambulance users can be found, Council will continue to fund this service?</p>	<p>COUNCILLOR ARASH FATEMIAN, CABINET MEMBER FOR ADULT SERVICES</p> <p>As part of the above project people with a high level of complex needs are being reviewed closely to ensure that these needs are continued to be met and that relevant transport services are in place to support those needs. As Cllr Hannaby points out there may be no current existing service provider available however we will ensure that either suitable service providers in the community are supported where possible and where not possible then alternative arrangements will be made.</p>
<p>SUPPLEMENTARY QUESTION</p> <p>I was rather disappointed that we didn't have a clear view that you would make sure that the ambulance cases were looked after. I did ask that that service be retained. I wonder if he could look at that again?</p>	<p>SUPPLEMENTARY ANSWER</p> <p>Yes I am happy to look at it again.</p>
<p>7. COUNCILLOR JENNY HANNABY</p> <p>The success of the many changes taking place in Adult Services will rely on good accurate information relayed easily to the public. Can we be assured that there will be enough funds in place to enable the Community Call Centre to employ highly trained operatives?</p>	<p>COUNCILLOR ARASH FATEMIAN, CABINET MEMBER FOR ADULT SERVICES</p> <p>By Community Call Centre I presume the Cllr means the Customer Service Centre and more specifically the Access Team. A recent review of professional support to this service has been undertaken to ensure standards of advice and information provision are of a high quality as we regard provision of information and advice as a key service to enable people to remain independent and able to access services which are signposted by this team. Social and Community Services will continue to work closely with Customer Services to ensure that any service is adequately funded.</p>
<p>SUPPLEMENTARY QUESTION</p> <p>I wondered if he could bring a report on the call centre for the numbers of people that actually are going to be taking the calls from the people that need assistance so that we can see the</p>	<p>SUPPLEMENTARY ANSWER</p> <p>Yes I am happy to bring a report to a future meeting of the Adult Services Scrutiny Committee.</p>

Questions	Answers
<p>balance of the people that are actually going to be giving the advice. Because we do find that it is very important we have the right people who are giving the right advice. Could I have a report at a later date.</p>	
<p>8. COUNCILLOR JEAN FOOKS</p> <p>As the consultation on the future of Oxfordshire's libraries will not end until September, and conclusions will presumably not be possible before October or November, can the Cabinet member confirm that there is no longer a deadline of December 31st 2011 for withdrawing funding from libraries?</p>	<p>COUNCILLOR JUDITH HEATHCOAT, CABINET MEMBER FOR SAFER & STRONGER COMMUNITIES</p> <p>I should like to thank Councillor Fooks for her question.</p> <p>As a result of an additional late government grant, £300,000 was put back into the library service budget as part of setting the County Council's budget in February. This is giving us the opportunity to rethink our strategy and means that the library service will not be required in 2011-2012 to make any other savings than those which can be delivered primarily through the introduction of self service into a number of the major town libraries.</p> <p>Consultation will indeed run until the end of September. As no decisions have been made to date nor will they be made now until the late autumn, I can confirm that there is no longer a deadline of 31st December 2011 for withdrawal of funding from any library.</p>
<p>SUPPLEMENTARY QUESTION</p> <p>It is little surprising to be told in an answer to a question to Council about what is happening about deadlines, libraries for people out there in the sticks and indeed in the City are extremely worried as to what is happening. So I would be very grateful for the information. I would just like some further confirmation from whoever can give it to me in Councillors</p>	<p>SUPPLEMENTARY ANSWER</p> <p>Chairman – Asked that in Councillor Heathcoat's absence that she give a written response and circulate it to all members of the Council.</p> <p>Cllr Mitchell – I think the answer will be yes.</p>

Questions	Answers
Heathcoat's absence that there will actually be some Big Society funding available when it might be needed to help libraries if there are future challenges which I obviously suspect there will be in the budget for next year?	

This page is intentionally left blank



ANNUAL REPORT OF THE STANDARDS COMMITTEE 2010/11



Introduction

This is my second annual report to Council since my election as Chairman of the Standards Committee. This report updates Council on the Committee's activities and the changing context of them.

Standards Committee's Responsibilities

The Standards Committee was set up in November 2001 as part of the ethical framework introduced by the Local Government Act 2000. Its areas of responsibility include:

- To advise the Council on the adoption of and any revisions to the Code of Conduct for Oxfordshire County Council, to monitor its operation, and to assist councillors and co-opted members to observe its provisions;
- To promote high standards of conduct by councillors and co-opted members;
- To deal with reports from the Monitoring Officer or an Ethical Standards Officer of Standards for England on their investigations into allegations of breaches of the Code of Conduct.

The Standards Committee is also responsible for the local consideration of allegations of breaches of the Code of Conduct and has set up the following three Sub-Committees to carry out this responsibility:

- Initial Assessment Panel – to carry out the initial assessment of misconduct allegations;
- Review Panel – to review a decision of the Initial Assessment Panel to take no action in respect of an allegation;
- Standards Hearing Panel – to determine any matters referred to it

under the provisions of the Local Authorities (Code of Conduct) (Local Determination) Regulations 2003 as amended.

In addition, the Committee has set up a Dispensations Sub-Committee to consider applications from members for dispensation on speaking and voting at meetings when they have a prejudicial interest.

Changing context

Following the general election in May 2010, the Coalition Government indicated its intention to make a fundamental change to the standards regime. This included a commitment to abolish Standards for England together with the requirement for councils to have a code of conduct or a standards committee. Rather, the Government proposed that there would be a criminal offence of failing to register or disclose an interest.

Standards for England cancelled its planned annual meeting of standards committee and made other retrenchments to its activities. It is set to cease investigation of complaints late in 2011 and be abolished in 2012.

The Standards Committee for the Council has therefore had to react to this changing environment and to accept the Government's direction of travel. This has meant that the Committee's meeting scheduled for December 2010 was postponed to allow the specifics of the Localism Bill to become more apparent.

Consequently, given this changing context, it was appropriate that the Committee's work programme should not be renewed during the year but that attention should be paid instead to the arrangements already put in place

by the Committee previously and to the Monitoring Officer's ongoing activities in the areas of members interests, conduct and member development.

Nevertheless, the Committee is clear that the current standards regime remains in place until the new legislation takes effect. It therefore views its responsibilities as ongoing within that context.

Membership

The Committee re-elected me as Chairman and Nina Alphey as Deputy Chairman of the Committee at its June meeting. In view of the economic climate, Nina and I agreed it was right for us to waive the special responsibility allowances attaching to our roles. This is also consistent with the Council's commitment to reducing costs while maintaining focus. This took effect from December 2010.

Professor Meryll Dean and Mr Mark Greenwood have continued to serve as independent members of the Committee.

Given the changes outlined above, it was decided to postpone the December meeting of the Committee until the potential changes to the standards regime were more clearly known as a result of the publication of the Localism Bill.

Complaints and the 'local filter'

The Standards Committee receives and makes initial assessments of new misconduct allegations relating to this authority, considers requests to review decisions to take no action and conducts hearings to determine complaints which have been investigated. This is known as the 'local filter'. Standards for England

continues to investigate only the very serious cases, very complex cases and cases which, if investigated locally, would lead to severe disruption of business.

The Initial Assessment Panel has met once since my last report and decided that no other action be taken as regards the complaint against the member concerned. Given the issues involved, the Monitoring Officer did however issue advice to all councillors about good standards practice when blogging or tweeting.

Work Programme

The Committee's work programme was confirmed in June 2010 as the Government's intentions for the standards regime were being revealed. Insofar as this focused on the role and profile of the Committee itself, it has not been appropriate to make much of this given the Government's intention to discontinue the role of standards committee's in their current form.

However, it is important that the Committee ensures that appropriate transitional arrangements are put in place to maintain compliance and up to and beyond the changes taking place. This will be a priority in the coming months.

Other areas of importance for the Committee have been acted upon. An annual reminder to members to review their registers of interest took place in July 2010.

The Monitoring Officer also reported to the Committee on a survey of officer views on their perceptions of being able to challenge members without fear of reprisal. Encouragingly, respondents to the survey spoke very

positively about the Council's culture, with clear recognition of the scope of member and officer roles and the procedures for raising any concerns. The lack of any such concerns was itself positive.

An intended action regarding compliance with new requirements for criminal records checking was superseded when, early into its term of office, the Government announced the suspension of the intended changes. As a Committee, we are continuing to monitor this situation so as to promote the appropriate action.

My Deputy Chairman and I have welcomed the opportunity to meet with the Monitoring Officer periodically during the year to discuss the emerging issues and future of the Committee and, more importantly, ongoing activities in achieving high standards of conduct.

Conclusion

The changing context of the standards regime nationally has obviously, and necessarily, had consequences for local standards committees. Nevertheless, standards of conduct have remained high and the Committee is committed to overseeing, for the remainder of its term of office, the promotion of awareness and understanding of high standards.

The emphasis in the past year has been on continuing the ongoing activities of the council and in understanding, and anticipating, the changes and challenges ahead under the new regime.

This work is set to continue and the Committee will play an appropriate and

proportionate role on behalf of the Council in encouraging high standards and monitoring the shift to new arrangements.

Ann Griffiths

Independent Chairman of the
Standards Committee
May 2011

This page is intentionally left blank

Division(s): All

COUNCIL– 14 JUNE 2011

The future of BBC Oxford

Report by Head of Strategy and Communications

Introduction

1. As part of the BBC's need to make £89m of cuts from its national BBC Journalism budget, managers at the corporation are considering withdrawing three regional TV news outlets in Oxford, Cambridge and the Channel Islands.
2. The cuts to BBC Journalism are part of wider cost-savings across the BBC that stem from the freezing of the TV licence for five years. The BBC has not made any formal decision on these proposals to date. Any firm proposals in coming months would be subject to the ratification of the BBC Trust, which would wish to hear the views of local people and organisations before making a final decision.
3. There are also suggestions that the BBC is looking at transferring some daytime broadcast time at all of its local radio stations to BBC Five Live. Such moves would not be unique to BBC Oxford.
4. BBC Oxford is based on the Banbury Road in Summertown and operates in the same building as BBC Radio Oxford.

Background

5. Since October 2000, BBC South has produced a distinct news service for Oxfordshire and areas of Buckinghamshire, Northamptonshire, Wiltshire (including Swindon) and Berkshire that are adjacent to the county. Approximately 1 million people live within BBC Oxford TV's broadcast area. Around two-thirds of these people live in Oxfordshire.
6. Previously, the area was covered by Newsroom South East, which also served Greater London and the South East. A restructure of regional coverage meant that the Oxfordshire area was transferred to the BBC South region.
7. Before 2004 South Today Oxford was broadcast from BBC South's studios in Southampton. Studio production of the bulletins was transferred to a new television studio in Oxford in 2004. In April 2008 South Today Oxford was renamed BBC Oxford News.

8. From Monday to Thursday, the programme covers the first fifteen minutes of the main regional news programme at 6:30pm, before rejoining the Southampton newsroom for the second half of South Today. On Friday, the whole 30-minutes of the programme are dedicated to news from Oxfordshire and adjoining areas.
9. Viewers in these areas also receive dedicated bulletins at 3pm, 8pm and after the BBC News at Ten. Regional bulletins from Southampton are broadcast at breakfast and lunchtime and on weekends.
10. ITV's local news for Oxfordshire, Thames Valley Tonight, was moved from the county in 2009. The news service is produced and broadcast from ITV Meridian's studios near Southampton. The move has seen less focus on news from Oxfordshire.

The value of locally based BBC TV news

11. Oxfordshire County Council's decisions, service provision and democratic process are regularly covered by BBC Oxford TV as part of its news bulletins. It therefore plays a significant role in communicating the work of this council to the people of Oxfordshire.
12. BBC South TV's flagship evening bulletin at 6.30pm records an audience share of 38.4%. This means that out of all the people watching TV locally at that time of day, more than a third are watching local news on BBC Oxford – equating to around 300,000 people, the majority of whom live in Oxfordshire. This is a greater audience share than news services delivered from adjacent transmitter areas in the BBC South area at Hannington on the North Downs 16 miles south of Reading and Rowridge on the Isle of Wight.
13. The local TV news bulletins are therefore an important means that the council has of reaching the people of Oxfordshire. This has proved valuable in terms of reaching the public with important context as regards the local impact of public sector cuts and information such as the start of major roadworks schemes, public transport changes or major Capital Programme schemes and issues relating to schools.
14. The BBC's public service ethos has been of particular value to the County Council and its partners in the public sector during times of emergency such as the floods in 2007 and 2008 and in harsh winter episodes in early and late 2010 with important information being transmitted to Oxfordshire residents promptly.

BBC Radio Oxford

15. BBC Radio Oxford currently broadcasts from 5am to 7pm. From 7pm until 1am, the station shares regional programming with neighbouring

BBC local radio stations. From 1am to 5am, the station transfers to BBC Five Live's output.

16. Discussions have taken place at the BBC about reducing the number of hours of programming broadcast from Oxford (and all other local radio stations) – with increased simultaneous broadcasting from Five Live, in addition to the current 1am to 5am arrangement and possibly including programming in the middle of the day.
17. Local radio is equally invaluable in reaching the public with important news and especially at times of emergency.

Communications channels

18. Different communications channels have different properties. Some are particularly good at reaching small, niche audiences. Others are more tailored towards reaching wide audiences. The media generally falls in to the latter category.
19. Cuts to public sector funding have required many councils to examine their own communications budgets. For instance, Oxfordshire County Council took a decision in late 2010 to end funding for its own residents magazine - another means through which wider audiences can be reached with important information.
20. The unique value to individuals and organisations of news delivered through the media is that it can in no way be viewed as propaganda. Other communications channels such as advertising, direct marketing, e-communications and online communications (and in the private sector, sales promotions and personal selling) do not see information being filtered through an independent third-party and can therefore be viewed as propaganda. The balanced use of various communications channels with all of their individual benefits is important to organisations such as Oxfordshire County Council. The democratic nature of the council means that the media is of more importance in that balance than might be the case for a commercial or private organisation.
21. While a TV news service delivered from Southampton would undoubtedly still cover news from Oxford it is reasonable to assume that there would be less dedicated focus on news from the county and on Oxfordshire County Council. The same dilution would result from increased use of the national BBC radio station Five Live instead of coverage delivered from the BBC Radio Oxford studio in Summertown. This would therefore impact on the council's ability to communicate with its local residents.
22. It could also be argued that the existence of a discrete local BBC news service reflects Oxfordshire's coherence as a county and community with a distinctive identity. The local newspaper industry also reflects

this coherence. It is centred on Newsquest's operation at Osney Mead in Oxford. Newsquest Oxfordshire incorporates the Oxford Mail and Times, Banbury Cake, Bicester Advertiser, Witney Gazette and the Abingdon/Didcot/Wantage and Wallingford Herald newspapers.

Financial and Staff Implications

23. There are no financial or staffing implications.

RECOMMENDATIONS

24. The Council is RECOMMENDED to:

- (a) record that it believes that a cessation of the local TV service and dilution of the local radio service would deny the people of Oxfordshire a truly local and comprehensive television news service and that local communities could lose their voice and the council could lose an important channel of communication;**
- (b) ask the Leader of the Council to write to the Chairman of the BBC Trust, the Director General of the BBC and to respond to any consultation on the proposals expressing the Council's concern and opposition;**
- (c) ask the Leader of the Council to write to all six local MPs and the Culture Secretary to express these concerns and ask for their support against the proposals.**

GUY SWINDLE

Head of Strategy and Communications

Background papers: None

Contact Officer: Guy Swindle, Head of Strategy and Communications, Tel: (01865) 815466; Paul Smith, External Relations Manager, Tel: (01865) 810256

Division(s): N/A

COUNTY COUNCIL – 14 JUNE 2011

REPORT OF THE CABINET

Cabinet Member: Deputy Leader

1. Establishment Review

(Cabinet, 24 May 2011)

Cabinet noted a report that gave an update on activity since the implementation of the Establishment Review and associated Recruitment Approval process on 1 August 2005. Details of the agreed establishment figure at 31 March 2011 in terms of Full Time Equivalents was provided, together with the detailed staffing position at 31 March 2011. The report also contained information on grant funded posts and those vacancies which are being covered by agency staff and at what cost.

Cabinet Member: Adult Services

2. Changes to the Internal Home Support Service

(Cabinet, 19 April 2011)

Cabinet considered a report that set out the results of a 3 month consultation exercise into proposed re-provision of a range of internal Home Support services which employ around 320 staff and support 500 Service Users and Cabinet gave final approval to the proposed changes to service provision. They agreed that the internal Home Support Service will cease to operate by April 2012, subject to satisfactory re-provision arrangements and any other necessary actions required to maintain continuity of service; and requested a progress report from the Director of Social and Community Services to Adult Services Scrutiny Committee in December 2011.

Cabinet Member: Children, Young People & Families

3. Children, Young People & Families Service Redesign

(Cabinet, 19 April 2011)

Cabinet approved a report that set out a proposed new direction for the provision of services for children, young people and families in Oxfordshire, including the creation of a new, single integrated Early Intervention Service and changes to the provision of Education Services and Children's Social Care Services.

4. Outcomes of the Recent OFSTED Inspection of Safeguarding and Looked After Children Services and Consequential Action Plan

(Cabinet, 24 May 2011)

Cabinet considered a report that summarised the outcome of the Ofsted inspection of Safeguarding and Looked After Children's Services in Oxfordshire.

The report indicated that Ofsted concluded that in Oxfordshire:

- Overall effectiveness of safeguarding services was good.
- Capacity to improve was good.
- Overall effectiveness of services for looked after children was good; and
- Capacity to improve was good.

Cabinet noted that the judgement for "Making a positive contribution, including user engagement" for looked after children and care leavers was outstanding.

Cabinet noted the recommendations in the inspection report and approved the proposed actions and timescales to address the recommendations in the report.

5. Progress Report on Children Looked After (LAC) and Leaving Care

(Cabinet, 24 May 2011)

Cabinet considered one of a regular series of reports that came to Cabinet on its role as legal "Corporate Parent" to the Children and Young People Looked After by the Council, and those Leaving Care to live independently.

Cabinet agreed their continued support for the Corporate Parenting Strategy and noted the information on outcomes for looked After Children and the associated performance measures.

Cabinet Member: Finance & Property

6. Financial Monitoring

(Cabinet, 19 April 2011)

Cabinet considered the March 2011 financial monitoring report. It included projections for revenue, balances, reserves and capital monitoring.

The in – year Directorate forecast underspend including the Council elements of the Pooled Budgets was -£3.318m

The forecast for general balances was £13.763m. Taking into account the forecast underspend consistent with IFRS reporting requirements (-£6.817m), the consolidated revenue balances forecast as at 31 March 2011 were £20.580m.

Cabinet agreed the contribution of £0.266m from the Efficiency Reserve to offset the shortfall of in-year grant reductions; agreed the bad debt write off;

agreed the Pre-Planning and Archaeology charges; agreed to defer a decision on the use of the extra funding of £1.941m, notified for services for which funding has already been agreed, until the outcomes of the consultations are known; agreed that the grants provided for the provision of additional services of £4.295m are spent in accordance with the terms and conditions attached to them and are allocated to the appropriate Directorates; and approved virements for financial year 2011/12.

Cabinet Member: Growth and Infrastructure

7. Household Waste Recycling Centre Strategy *(Cabinet, 19 April 2011)*

Cabinet considered a report that set out and sought approval for a strategy for Household Waste Recycling Centres (HWRCs). A public consultation had been undertaken in order to obtain feedback from Oxfordshire residents, Councillors and Parish, Town and District Councils and inform the strategy. The consultation was undertaken between 7th March and 4th April 2011.

Cabinet approved the Household Waste Recycling Centre Strategy and gave authority to the Director for Environment & Economy in consultation with the Cabinet Member for Growth & Infrastructure to approve detailed implementation plans, including minor changes to the strategy.

Cabinet Member: Police & Policy Co-ordination

8. Big Society Fund *(Cabinet, 24 May 2011)*

Cabinet considered a report that set out the position with regard to young people's centres on school sites and where there were requests to transfer them to a number of schools.

Cabinet agreed to the transfer of buildings to the school on sites: at King Alfred's School east site, Bartholomew School and at Chipping Norton School; they requested 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 and agreed to encourage proposals to come forward for the remaining young people's centres on school sites for Cabinet to consider as part of the Big Society Fund.

Cabinet Member: Schools Improvement

9. Future Arrangements for Call Receipt, Mobilising and Incident Management for Oxfordshire County Council Fire & Rescue Service *(Cabinet, 24 May 2011)*

Cabinet considered a report setting out proposals for future arrangements following the cancellation of the government project to regionalise Fire and Rescue Service call receipt, mobilising and incident management

arrangements. Cabinet endorsed the progression of the collaborative scoping study and creation of the Strategic Outline Business Case being undertaken by Oxfordshire, Buckinghamshire and Royal Berkshire FRSSs; approved Oxfordshire requirements as benchmarks against which future options would be assessed; approved options included within the options appraisal; and required the Chief Fire Officer to instigate appropriate actions for asset management and capital strategy as necessary and that he report back to the Cabinet Member on a regular basis.

Cabinet Member: Schools Improvement

10. New Marston Primary School

(Cabinet, 19 April 2011)

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 Cabinet considered a report seeking a decision whether to expand the school permanently to 2 forms of entry (with an admission number of 60), requiring an enlargement to the physical capacity of the school and approved the publication of a statutory notice for the school's expansion.

11. Charlton Primary School

(Cabinet, 19 April 2011)

In recent years the Wantage and Grove area had experienced a significant and sustained rise in primary pupil numbers due to birth rates and recent/current housing development in Wantage. Following local consultation, Cabinet considered a report seeking a decision on whether to expand the school permanently to 2 forms of entry (with an admission number of 60), which will require an enlargement to the physical capacity of the school and approved the publication of a statutory notice for the expansion of the school

12. Culham Parochial Primary School

(Cabinet, 24 May 2011)

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 while 'leaving the door open' to governors. Cabinet considered a report detailing the representations made to the statutory notice; assessing progress made towards addressing the key issues; and considering the implications of closing the school with effect from the end of August 2011.

Cabinet agreed not to seek the closure of the school.

Cabinet Member: Transport

13. Didcot Parkway Station Interchange

(Cabinet, 24 May 2011)

Cabinet considered a report that gave an update on progress with the project and sought authority to proceed with the award of a contract so that construction could begin this year. Cabinet gave approval to the detailed project appraisal.

KEITH R MITCHELL CBE

Leader of the Council

May 2011

This page is intentionally left blank

Scrutiny Annual Report

2010 – 2011



Introduction

I am pleased to present the Annual Scrutiny Report for 2010- 2011. The report highlights some of the work undertaken by scrutiny over the last year.

The report is not intended to be comprehensive, rather to highlight areas of good practice, where scrutiny has made a difference to the work of the council and the people of Oxfordshire.

Scrutiny councillors have an opportunity to make a real difference: to change decisions; to listen to vulnerable groups and ensure their voices are heard; to advocate for communities; and to hold officers and cabinet to account. But there is also a softer element to scrutiny, one where the results are more difficult to point to, but where perhaps the impact is greater. Scrutiny councillors often work collaboratively with officers and partners to develop policy; to identify and solve issues before they become problems and to shape the forward direction of the council to meet the needs of our communities. This report highlights just some of the many opportunities scrutiny councillors have taken to challenge and influence the work of the council for the better.

Councillor Melinda Tilley,
Chairman of the Strategy & Partnerships Scrutiny Committee 2010/11

World Class Economy

“The past year has seen the formation of the new local enterprise partnership for Oxfordshire. It is the key partnership to set the long term vision for Oxfordshire's economy and drive forward innovation and wealth creation in the county. Strategy and Partnerships scrutiny has taken a keen interest in the enterprise partnership as it has developed over the past year and will continue to track its progress in providing a strategic link between business and the public sector including the universities.

It is still early days for the enterprise partnership but Strategy and Partnerships are particularly keen to see that it is successful where past partnerships have struggled to show their impact. In particular the Committee anticipates a number of positive impacts from the enterprise partnership including its ability to bring together the different sectors, to strengthen the local economy and to work to address the issue of skills needs in the County”.

Councillor Melinda Tilley, Chairman of the Strategy and Partnerships Committee

Future proofing our economy

Whilst Oxfordshire has one of the strongest economies in the South East, it is still important that we continue to look ahead and ensure that the decisions we make now will help us manage future growth. Oxfordshire’s workforce are key to our economic success and looking forward we must ensure the skills and opportunities created by our businesses match the skills and aspirations of our residents. The Strategy and Partnerships Committee championed this issue of skills development when scrutinising the work of the Local Economic Partnership. The Committee supported the development of an evidence based skills needs assessment that engages employers more effectively and will continue to hold the partnership to account for the delivery of this assessment and action plan.

To ensure that Oxfordshire has a skilled workforce ready to meet the needs of businesses, we must also ensure that young people reach their academic potential. The Children Services scrutiny working party on pupil attainment made a number of important observations in the areas of school federations, partnerships, sharing best practice, teacher training and governor development and information. The observations were accepted by the directorate and all were incorporated into practice.

“We were very pleased - but not complacent- at the findings of the recent OFSTED Inspection. We will be looking at Attainment for Looked After Children, especially in Maths and English and Personal Educational Plans (PEPs). Looking forward, the focus for Children’s Scrutiny Committee will be on Admissions Policy for Special Schools and the mounting pressures on Safeguarding. We are also studying the briefings ahead of the select committee enquiry into KS1 attainment in July and are determined that it will result in tangible outcomes.”

Listening and advocating

Scrutiny plays a vital role in the work of the council by listening and giving a voice to those who are seldom heard. The Children's Services Scrutiny Committee has had a key role in listening to young people who are not in employment, education or training (more widely known as NEETs). By providing a forum for their views and experiences the committee was able to ensure that their experiences were reflected in council policies and practices. The Committee continues to hold the cabinet and officers to account to their commitment to ensuring that every young person gets the help they need to gain and maintain employment.

The Growth and Infrastructure Committee has taken a lead on ensuring that the views of local people and the business community have been central to plans to address traffic congestion. Over the past year the Scrutiny Committee for Growth and Infrastructure continued to take a close interest in the development of the Local Transport Plan 3 which included significant input from the Committee's Working Group dedicated to looking at this issue. The working group has supported policy development and given constructive feedback on the proposals which resulted in the strategy being agreed and signed off. The Working Group was credited with adding significant value to the strategy.

Healthy and Thriving Communities

"The NHS, both locally and nationally, is always changing. It is vitally important that the Health Overview and Scrutiny Committee should work with the NHS, the County Council, the voluntary sector and other agencies and act as a critical friend to ensure that services are provided in the best interests of local people as well as the NHS. It is also part of the HOSC's role to ensure that all proposals for change and development of services are transparent and that those who would be affected are consulted fully".

Councillor Peter Skolar, Chairman of the Health Overview and Scrutiny Committee

Healthy Communities

Sometimes the role of 'critical friend' means that scrutiny committees are in a position when they are strongly challenging the work of both internal and external partners. When changes were proposed to the Silver Star High Risk Maternity Unit at the John Radcliffe Hospital the Health Overview and Scrutiny Committee expressed concern at the lack of notice, particularly as this had given rise to fears that the unit would close. Members asked the Oxford Radcliffe Hospitals Trust for details of the future plans for the unit and a timetable for proposed changes. Following the Health Overview and Scrutiny Committee involvement the Oxford Radcliffe Hospital Trust decided not to make any changes to the unit.

In August 2010 the County Council/NHS Pooled Budget Joint Management Group had decided to end a contract for short term Intermediate Care beds at Watlington Care Home. The County Council and the Primary Care Trust had received a number of objections to the decision. So the Health Overview and Scrutiny Committee considered the issue and members decided that, although the beds were provided by the County Council, they were in an NHS setting and medical care was provided by Community Health Oxfordshire. Therefore, it was an NHS service and any plans for closure would be subject to the same rules which state that any substantial service change would require full public consultation. In response to this decision, the Joint Management Group decided to suspend the decision to end the contract, pending a review of the Joint Intermediate Care Strategy.

As well as challenge, scrutiny has a key role to play in developing policy. Adult Services Scrutiny Committee has contributed to the development of Autism / Asperger's Strategy. The Committee benefited from hearing directly from a range of stakeholders, including people with an autistic disorder and their carers, and voluntary and public sector professionals working in both health and social care. The Committee highlighted the importance of the strategy to improve services and of working collaboratively to meet the needs of people living with autism in Oxfordshire and made a recommendation to Cabinet to that effect.

Adult Services scrutiny has been involved in the *Keeping People Well project* to re-commission day services provided by voluntary and community organisations for adults with mental health problems. Members of the HOSC were keen to ensure that, following the commissioning process, service level outcomes would demonstrate equity of access and improved service levels. A HOSC member sat on the commissioning group as an observer to ensure that the process was transparent and that appropriate consultation took place. The new service is now being implemented.

Partners' input in scrutiny committees' work is especially valued by the Adult Services Scrutiny Committee which receives regular briefings and updates from Oxfordshire LINK network. LINK has enabled the Committee to have insight into the experiences of people who use Council services that may not otherwise have been heard from.

Independent lives

“Adult Services Scrutiny Committee has been able to contribute valuable input into the development of adult social care policy which seeks to move away from placing people in long term residential care and to make better use of domiciliary care so that people can be supported for longer in their own homes. The Committee has been very supportive of the idea that residential care should be viewed as a last resort so that people can stay independent, living as part of their community and live healthier lives for longer but still have their needs met and be kept safe.”

Councillor Don Seale, Chairman of the Adult Services Scrutiny Committee

The move to Self-directed support which forms part of the Transforming Adult Social Care Programme (TASC) reflects this move towards promoting independence. The transformation work has been a major focus for Adult Services Scrutiny Committee over the last 12 months. The Committee is closely in touch with the developments and monitors the implementation of the programme with detailed updates at every meeting. Alongside this Adult Scrutiny's TASC Taskforce has focussed on detailed and complex areas such as the development of the Resource Allocation System (RAS), safeguarding issues and the use of brokers to enable people to use their personal budgets effectively.

Safe communities

There are many elements to building healthy and strong communities. We know that a healthy community is one where people are safe and feel that they are safe. The Safer and Stronger Committee has a duty to scrutinise the work of the Oxfordshire Safer Communities Partnership; to ensure that they are working to address areas of concern. The committee works to ensure that the priorities expressed by our communities were being addressed by the police and partnership through ongoing scrutiny of their work.

The Children's Services Committee is also concerned with communities being safe and a priority topic reviewed this year was the Anti-Bullying Strategy. The committee made a number of recommendations relating to partnership working with the police and others, the improvement of guidance for schools governors and parents and links with school councils. All of these recommendations have been included in the anti-bullying strategy.

The Safer and Stronger Scrutiny Committee's remit extends to Fire and Rescue and the critical role they play in keeping Oxfordshire safe. The Fire Service undertook a long term national programme involving significant changes to their call receipt and control room function. The committee requested regular reports on the implementation of the project. The Fire Service have said that the prolonged interest and constructive challenge from the scrutiny committee helped sustain Control Room morale under difficult circumstances, and helped to ensure that when the project was terminated by central government that Oxfordshire was in a strong position to provide a strengthened Control Room function.

The committee also constructively challenged the Fire and Rescue Service Integrated Risk Management Action Plan and the Annual Response Standards Report. The comments and feedback given are highly valued by senior Fire and Rescue Services Managers and allow future Service Delivery to be tailored to meet public expectations.

Environment and Climate Change

Reducing emissions and increasing energy efficiency

One of the key challenges facing the Council has been the need for a reduction in emissions and increased energy efficiency for Oxfordshire.

The Growth and Infrastructure Scrutiny Committee has played an important role in promoting the council's strategic objective of 'Environment and Climate Change' through its scrutiny of the carbon management strategy. The Committee has been closely involved in the evolving strategy with regular updates to inform discussion and detailed questioning during question and answer sessions.

"The Growth & Infrastructure Scrutiny Committee plays a key role in monitoring progress with projects that aim to reduce carbon emissions across the County. The current financial climate means that increasing energy efficiency across Council activities is a very important and pressing issue. In particular the Committee has had significant input to developing the County's approach to reducing carbon emissions from schools and ensuring our assets are energy efficient. "

Councillor David Nimmo-Smith, Chairman of the Growth and Infrastructure Scrutiny Committee

Minerals and Waste Development Framework

The Growth and Infrastructure Committee have played a key role in developing the Minerals and Waste Development Framework. The Committee listened to the concerns of residents around access and routing arrangements to sites and held the Cabinet to account to ensure that these concerns had been considered and where possible, addressed. The Committee secured agreement that when implementing the Framework consideration would be given to the impact the routing of traffic can have on communities and the difficulties of enforcing routing agreements.

Severe weather

The severe weather in recent years has led to several periods of interruption to work and businesses. The Growth and Infrastructure committee recognised many communities were unsure how best to respond to heavy snow fall and that this lack of clarity was stopping people from helping themselves and their communities. The Committee considered how to promote better what people can do for themselves and developed resources giving information and advice to communities about how to respond to periods of severe snow. The information was circulated to District and Parish Councils and proved to be very useful to communities during the snowfall in December.

Better Public Services

“All Services are being asked to do “more with less“ funding, and for communities to do more to help themselves. The Safer and Stronger Communities Scrutiny Committee tries to act as a focal point to ensure a balanced and fair approach is maintained, and that the impact is beneficial to services and communities alike. We will also continue to ensure the highest standards are maintained in services that protect and serve the public. Communities should be allowed to lead the way in providing local solutions to local issues, and we will continue to support them in doing so”.

Councillor Lawrie Stratford, Chairman of the Safer and Stronger Scrutiny

Keeping Council Tax low

The last year has seen the local government financial landscape change significantly which poses many challenges for us. Scrutiny Committees have used their role as ‘critical friend’ to ensure that the Council is effectively managing the tightening budgets and keeping to the commitment to keep council tax increases low. In December all Scrutiny Committees met on a single day for detailed consideration of the 2011/12 – 2014/15 Directorate business strategies and budget proposals. This new approach to service and resource planning enabled committees to consider the cross cutting impact of proposals and make recommendations to Cabinet.

Customer service

The business strategy programme is a key stream of work which Strategy & Partnerships Scrutiny Committee have been involved in from the early stages. Improving customer service is a key challenge for the council and the committee has taken a keen interest in the development and roll out of the customer service centre and maintains an overview of how the centre is performing and the drive to further enhance online services.

Localism

Striving for better public services is a focus for all of us and each of the scrutiny committees plays its part in ensuring that the Council continues to offer not only excellent public services but also that these services are designed to meet local needs. This has been a central issue for the Strategy and Partnerships Scrutiny Committee which has been keeping a close eye on the Localism Bill as it makes its passage through Parliament.

The Localism Bill potentially presents a number of significant changes for local government. Strategy and Partnerships Committee have had a number of briefings on the bill and debated how the proposals will affect Oxfordshire and the particular challenges that may be faced in implementing the new law when it comes into force. Particular areas identified for further consideration are around governance and neighbourhood planning.

Big Society

The council has always been committed to supporting communities to do things for themselves through community led planning. Over the past year scrutiny has worked closely with officers as momentum has gathered pace around Big Society. Strategy and Partnerships have focused on the overall approach to the Big Society highlighting the differences between rural and urban communities with the lack of town and parish councils in urban areas adding to complexity; and the importance of the role played by small and medium enterprises in communities.

In July the Safer and Stronger Communities Committee held a select committee style enquiry with a range of panellists asking them to consider some of the barriers that people may experience which act as a disincentive to community involvement and self help. The session generated useful evidence and feedback from a range of partners in the voluntary and community sector that informed the development of the approach to Big Society.

Division(s): N/A

COUNCIL – 14 JUNE 2011

CABINET SCHEME OF DELEGATION AND CHANGES TO THE CIRCULATION OF THE CONSTITUTION

Report by the Monitoring Officer

Introduction

1. This report addresses two issues related to the Council's Constitution, as considered recently by the Council's Cabinet.
2. Firstly, it 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.
3. Secondly, it 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.
4. The Cabinet is recommending Council to approve both of these changes.

Cabinet Scheme of Delegation – Individual Cabinet Member Decisions

5. Part 4.4 of the Constitution specifies that only the Leader or Deputy Leader of the Council may take the place of an individual Cabinet member at a delegated decisions meeting if that member is unable to attend once an agenda is published. Otherwise, the decision would stand referred to the next scheduled meeting of the Cabinet unless the relevant Cabinet Member could be present to take a decision on a date before that next scheduled meeting of Cabinet.
6. Therefore, if a Cabinet member is at short notice unable – for example through illness - to take decisions once an agenda had been published then only the Leader or Deputy Leader could take the decision. However, it is very possible that other members of the Cabinet may already be sufficiently briefed about the issues to be able to take the relevant decision, if the Constitution permitted this.
7. This example highlights an area where the Constitution could perhaps be amended to allow greater flexibility in the interests of the public,

allowing decisions to be taken as published, by appropriately briefed members, without any undue delay.

Suggested amendment

8. It is therefore suggested that Part 4.4 (2) (b) be reworded by the introduction of the following underlined words into the current text:

“Should a Cabinet Member not be able to be present to take decisions within her/his portfolio for which an agenda has already been published, the Leader or the Deputy Leader (or an alternative member of the Cabinet nominated by the Leader) shall be permitted to attend in her/his place. If, however, neither the Leader nor the Deputy Leader (nor any alternative Cabinet Member nominated by the Leader) can be present, the decision shall be made by the Cabinet at its next scheduled meeting unless the original Cabinet Member can be present to take a decision on a date which is before the next meeting of the Cabinet.”

Electronic copy of the Council’s Constitution

9. Not all County Councillors find a hard copy useful and it possible that personal hard copies are not always updated. Nevertheless, access to a personal copy may well be valuable to some.
10. In the changing local government environment, it is also possible that amendments to the Constitution will be a regular occurrence and although the standards regime and Code of Conduct are to be repealed under the Localism Bill, adherence to the local Constitution will still be a requirement for councillors.
11. It is therefore recommended by Cabinet that the Council moves to a position whereby a single up to date electronic copy is maintained and to which councillors, the public and officers all refer.
12. This would free councillors from maintaining their own copy and potentially create a modest saving. However, personal copies could still be produced for those who wished them and perhaps for those holding special responsibilities within the decision-making process e.g. Cabinet members, committee chairmen etc. who have particular need to understand their obligations. A single hard copy for the members’ resource centre and/or for each group room could be provided.
13. This must be balanced against the need to encourage councillors to maintain their responsibility to be familiar with the Constitution and their requirements under it.
14. Currently, it costs approximately £1,000 for the one-off costs of the (over 150) sets of binders and dividers (for councillors and staff) and

approximately £950 for a print run of the entire contents for that number of copies.

15. Cabinet therefore recommends that in the interests of efficiency and cost savings this change is made.

RECOMMENDATIONS

16. **The Cabinet RECOMMENDS Council to:**
 - (a) **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 8 above;**
 - (b) **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.**

PETER CLARK

County Solicitor and Monitoring Officer

Contact Officer: Glenn Watson
Background Papers: Nil

June 2011

This page is intentionally left blank

Division(s): N/A

COUNCIL – 14 JUNE 2011

AMENDMENTS TO THE FINANCIAL PROCEDURE RULES– CHANGE TO CONSTITUTION

Report by the Chief Finance Officer & the Monitoring Officer

Introduction

1. The Financial Procedure Rules provide the framework for management of the Authority's financial affairs. They are part of the means by which the Council seeks to achieve excellence in corporate governance. They aim to demonstrate high standards of financial integrity in the delivery of services.
2. In September 2010, a new organisational structure was announced within the context of the Council's New Business Strategy. In October 2010, a review of the Capital Governance Framework was initiated in order to make sure that any revised arrangements were aligned to the recent changes within the Council and to determine how the existing arrangements could be improved. Both the new organisational structure and the revised capital governance arrangements have now been fully implemented.
3. This report presents the proposed amendments to the Financial Procedure Rules regarding capital approval processes in light of the new organisational structure and the revised capital governance arrangements. These changes are required to ensure that the governance arrangements and the decision-making framework are fully aligned and work as effectively and efficiently as possible.

Proposed Amendments to the Financial Procedure Rules

4. The revised financial procedure rules on Capital are attached as Annex 1. The proposed key changes are summarised below:
 - (a) Details on the capital planning cycle and the decision-making process on new resource allocations are provided to bring clarity in these areas. The proposed arrangements ensure that all major resource allocation decisions are made as part of the annual capital planning cycle but also provide flexibility for new programme entry in year.
 - (b) The approval to spend thresholds for agreed budgets are updated in line with the new governance arrangements and recent changes to the organisational structures. The lowest threshold is increased to £500k and head of service approval is replaced by Key Service Manager Approval. The strong emphasis on the revenue implications of capital proposals and their affordability continues within the revised version.

- (c) The Director for Environment & Economy or the Deputy Directors for Highways & Transport and Growth & Infrastructure will sign off all project approvals (based on given thresholds) that are related to transport and property projects in consultation with the relevant client directorate representatives and, over certain thresholds, jointly with the Chief Finance Officer. Project approvals for other capital projects will continue to be signed off by relevant Key Service Manager, Deputy Director or Directors within the service areas.
 - (d) The contingency policy is formalised and a standard definition for project development budgets is provided to support the two-stage approval process in line with the Capital Strategy. In addition, variations in cost of 5% or more and over certain value are now to be approved by the Chief Finance Officer or Director for Environment & Economy, bringing stronger control, challenge and accountability over cost increases across the capital programme.
 - (e) The Head of Property is replaced by the Deputy Director for Growth & Infrastructure regarding the decisions related to disposals of land and property. The Director for Environment and Economy makes decisions over certain thresholds in consultation with the Chief Finance Officer or takes a report to the Cabinet over certain thresholds or where there is a consideration of “undervalue”.
 - (f) A new section on transfers of property assets is also included in the revised rules. Thresholds for approvals are set at the same level as the disposal for land and property but with an emphasis on “the estimated loss of income” regardless of it being capital or revenue.
 - (g) There is now stronger emphasis/ control on the programme entry and approval of externally funded schemes and prioritisation of use of these resources when they are flexible. This captures the process for applying for unringfenced or project or programme specific grants or funding and links it with decision-making on priorities at the high-level capital governance.
 - (h) There is also reference to issuing capital grants to 3rd parties and the requirement for funding agreements and provision of evidence for capital expenditure, especially where the Council acts as intermediary between the funding body and receiver of the grant.
5. It is considered that by making these amendments to the Financial Procedure Rules, the Council will ensure that it continues to have sound financial management policies in place, it conducts its business effectively and that it complies with good practice requirements concerning the management of its capital investment programme. There are no direct financial implications arising from this report.

6. The proposed changes were developed in consultation with the Chief Finance Officer and the Director for Environment and Economy. They were considered and recommended by the Capital Investment Board on 24 May 2010 in light of the new capital governance arrangements which were agreed during the same meeting.

RECOMMENDATION

7. **The Council is RECOMMENDED to:**
 - (a) **agree the proposed amendments to the Financial Procedure Rules, as outlined in paragraph 4 above and as detailed in Annex 1; and**
 - (b) **ask the Monitoring Officer to amend the Council's Constitution accordingly.**

SUE SCANE
Chief Finance Officer

PETER CLARK
County Solicitor and Monitoring Officer

Contact Officer: Arzu Ulusoy-Shipstone, Tel: (01865) 323108

May 2011

THE REVISED FINANCIAL PROCEDURE RULES ON CAPITAL

CAPITAL EXPENDITURE AND PROGRAMME

Initial Capital Resource Allocation

12. The Council sets its Capital Programme as part of the annual Service and Resource Planning Process and determines its capital investment priorities based on an agreed set of principles.
13. No capital commitment shall be entered into unless the initial resource allocation:-
 - (a) is confirmed within the Capital Programme approved by the Council (either as a specified individual project or as part of planned annual programmes); or
 - (b) is confirmed within the revenue budget approved by the Council, and the Chief Finance Officer has confirmed that funding is available to fund capital investment in the Medium Term Financial Plan and that the revenue implications of the allocation is affordable; or
 - (c) is agreed to be fully or partially funded by using external contributions, available capital surplus, contingencies or reported savings within the capital programme.
14. New inclusions or changes to the approved Capital Programme under 13b and 13c are subject to capital prioritisation by the Capital Investment Board:-
 - (a) Where the initial resource allocation is £200,000 or less, the Director for Environment & Economy or the Chief Finance Officer can agree its inclusion into the capital programme in consultation with the Capital Investment Board where required;
 - (b) Where the initial resource allocation is above £200,000, the Cabinet or the Leader of the Council (Paragraph 35) can agree its inclusion into the Capital Programme based on the recommendations by the Capital Investment Board.
15. All project allocations in the capital programme have a 5% project development budget and a 10% project contingency allowance at the inception stage unless it is stated otherwise in the business cases or there are specific conditions set by external funding bodies where projects are fully or partially externally funded.

16. All programme allocations in the capital programme have a 10% programme development budget and a 10% project contingency allowance at the inception stage unless it is stated otherwise in the business cases or there are specific conditions set by external funding bodies where programmes are fully or partially externally funded.
17. Project and programme development budgets are released:
 - (a) following the approval of the Capital Programme by the Council where initial business cases are considered as part of the capital budget setting process; or
 - (b) in-year where initial business cases are submitted and considered as part of the two stage approval process as per the Council's Capital Strategy.
18. Release of delivery budgets are subject to the two stage approval process as per the Council's Capital Strategy. The use of contingencies is closely monitored and they are returned back to the capital programme where they are not needed.

Capital Expenditure

19. Once the initial resource allocation is agreed for a project or a programme, capital commitments can be entered into when following conditions are satisfied:

In the case of a project or a programme that costs:

- (a) £500,000 or less, it has been approved and recorded by the Service or Cost Centre Manager;
- (b) between £500,000 and £1,000,000, the relevant Key Service Manager¹, in consultation with the relevant Deputy Director(s), has approved a detailed project appraisal for that project or programme;
- (c) between £1 million and £2 million, the relevant Deputy Director², in consultation with the Director for Environment and Economy and the Chief Finance Officer, has approved a detailed project appraisal for that project or programme;

¹ In the case of transport and property programmes / projects the relevant Key Service Managers are the KSMs who are responsible for the delivery of the transport capital programme and the property capital programme respectively.

² In the case of transport and property programmes/ projects the relevant Deputy Directors are the Deputy Director for Highways and Transport and the Deputy Director for Growth and Infrastructure respectively.

- (d) between £2 million and £5 million, the relevant Director³ and the Chief Finance Officer, in consultation with the relevant Cabinet Member(s), have approved a detailed project appraisal for that project or programme;
 - (e) £5 million and over, the Cabinet has approved a detailed project appraisal for that project or programme; and
20. In all circumstances, the Chief Finance Officer (or his/her representatives) must confirm that the revenue implications of the project or the programme are affordable based on the final project appraisal. Where the programmes or projects include issuing capital grants to 3rd parties, relevant officers should seek appropriate legal and financial advice, draw up a funding agreement and specify evidence required to demonstrate the capital spend and other related output measures. Where the tender figures or other variation occur, this will fall within the provisions of paragraph 21 below.

Variation in costs

21. Where any tender or other variation will (or may) produce an increase of 5% or more on the total cost of that project or programme, additional approvals must be sought as follows.
- (a) Where the variation (5% or more) is less than £200,000, the Director for Environment & Economy must approve the change in consultation with the Chief Finance Officer;
 - (b) Where the variation (5% or more) is over £200,000, the Chief Finance Officer must approve the change in consultation with the Capital Investment Board.

Services should explain the reasons for the reported variation and confirm their agreement to any scope changes in their reports, and bring funding proposals to address the increased cost where relevant.

22. Approval should be sought at a higher level than stated in (a) and (b) above in cases where the estimated level of percentage increase is very high or where the viability and value for money of the scheme are threatened.

External Contributions

23. All external funding applications for capital resources should be in line with Corporate Plan objectives and be assessed against the agreed set of prioritisation principles for capital investment. Key Service Managers responsible for the application should inform the Chief Finance Officer and the Director for Environment and Economy about the proposed use of these resources and related implications prior to making an application.

³ In the case of transport and the property programmes/ projects the relevant Director is the Director for Environment and Economy

24. Where the scale of the applications is significant or proposals have major implications for the Council's asset and infrastructure base or its Medium Term Financial Plan, they will need to be agreed by the Capital Investment Board.
25. Where external contributions are restricted for specific purposes, they should be used for the purposes for which they are issued in line with the relevant funding agreements or grant conditions.
26. Where external contributions are partially or fully flexible, their use is subject to capital prioritisation by the Capital Investment Board as per paragraph 14.
27. Capital Programme entry for externally funded programmes and projects requires, in addition to the requirements at Paragraph 14, a formal notification by or a formal agreement with the relevant funding body or third party. Where there is a need to expend resources in advance of receiving such notification or agreement, approval must be sought from the Chief Finance Officer based on a risk assessment.
28. Approval and variation thresholds stated in paragraphs 19 and 21 also apply to programmes or projects that are fully or partially externally funded.

Insurance reinstatements

29. In the case of insurance reinstatements paragraphs 14, 19 and 21 above apply if the Council is contributing additional resources. If there is a proposal to change to the use of asset or the service provided from this asset, the Capital Investment Board should review the proposals and make recommendations to the Cabinet as required.

Responsibilities of Chief Finance Officer

30. The Chief Finance Officer, jointly with the Director for Environment and Economy, will ensure that appropriate arrangements in place to monitor the capital programme and resources, control expenditure against approved budgets, and address any problems of overspending or resource re-allocation in consultation with the Capital Investment Board.
31. Capital budgets for new projects or changes to the approved capital budgets for projects in the programme will be put forward for approval by Cabinet as part of a financial monitoring report by the Chief Finance Officer.
32. The Chief Finance Officer will ensure that virements are allowed only where they are within the overall policy framework and do not involve an increasing commitment in future years which cannot be contained within existing approved budget allocations as determined by the Council.
33. The Chief Finance Officer will issue guidance as needed on governance and procedures.

Responsibilities of Directors

34. When disposing of assets other than land and property – such as surplus or obsolete materials, stores or equipment, Directors should follow guidance issued by the Chief Finance Officer and seek advice from him/her. When considering investment in the land and property assets or entering into any agreement which includes acquisition, disposal or management of land or property, Directors should follow the guidance issued by the Director for Environment and Economy and seek advice from him/her.
35. Part 7 of the Constitution delegates specific powers and functions to the Director for Environment and Economy. These include various functions relating to the management of land and property. In particular, these set out procedures for the disposal of land and the transfer of assets. In addition, the Director for Environment and Economy has specific responsibilities in relation to the in-year capital resource allocation (14a), approval for programmes and projects related to transport and property assets (19c & 19d), approval of variations in costs below certain thresholds (21a) and monitoring of the capital programme (30).

Leader of the Council

36. The Leader of the Council may in conjunction with the Chief Finance Officer approve any proposed change to the Capital Programme in advance of the financial monitoring report to Cabinet subject to the thresholds set out in 14(b). In these cases, funding must be agreed by the Chief Finance Officer and reported to the Cabinet in due course.

Disposals of Land and Property

37. In respect of disposals of land and property, the processes followed should be robust and transparent and in accordance with current legislation and Council's policies for "the Disposal of Surplus Land for Less than Market Value"⁴ and "the Sale of Surplus Land for Affordable Housing"⁵.
38. The Deputy Director for Growth and Infrastructure should seek appropriate financial and legal advice before any disposal. Then, depending on the value of the disposal, different levels of approval are needed, as follows:
 - (a) Where the estimated disposal value is less than £2 million, the Deputy Director for Growth and Infrastructure may arrange for the disposal of land or property, but;
 - (b) Where the estimated disposal value is between £2 million and £5 million, a decision by the Director for Environment and Economy and the Chief Finance Officer to proceed with the disposal is required, or;

⁴ Report to the Cabinet dated 28th October 2003.

⁵ Report to the Cabinet dated 17th April 2007.

- (c) Where the estimated disposal value of individual property assets is £5 million or more, a decision by Cabinet to proceed with the disposal is required.
39. Disposals may be at a discounted or 'undervalue' level, below the 'best consideration that can reasonably be obtained'. In these cases, additional financial and legal advice should be sought. Disposals in these cases can be controversial so local circumstances and the scale of the discount in price should be considered when deciding who should make the final decision to sell. Generally though:
- (a) Where the 'undervalue' is less than £250,000, the Deputy Director for Growth and Infrastructure may arrange for the disposal of the land or property in consultation with the Director for Environment and Economy and the Chief Finance Officer; but
 - (b) Where the 'undervalue' is between £250,000 and £1 million, the Deputy Director for Growth and Infrastructure must prepare a report to the Chief Finance Officer, requesting approval to proceed with the disposal; or
 - (c) Where the 'undervalue' is £1 million or more, the Director for Environment and Economy and the Chief Finance Officer must prepare a report to Cabinet, requesting their approval to proceed with the disposal.
40. Approval should be sought at a higher level in cases that are sensitive or where there is a large discount from the 'best consideration' value following consultation with the Capital Investment Board.
41. All capital receipts generated through the disposal of property assets are treated as corporate resource and used to support the capital programme unless it is specifically agreed otherwise by the Cabinet based on recommendations by the Capital Investment Board.

Transfers of Property Assets (Land & Property)

42. In respect of transfers of property assets, the processes followed should be robust and transparent and in accordance with Council's related policies as set out in the Corporate Asset Management Plan.
43. The Deputy Director for Growth and Infrastructure should seek appropriate financial and legal advice before any transfer. Then, depending on the value of loss of income due to the transfer of the property assets, different levels of approval are needed. These are as follows:
- (a) Where the estimated loss of income is less than £250,000, the Deputy Director for Growth and Infrastructure may arrange the transfer of

property assets in consultation with the Director for Environment and Economy and the Chief Finance Officer; or

- (b) Where the estimated loss of income is between £250,000 and £1 million, the Director for Environment and Economy and the Chief Finance Officer may arrange the transfer of property assets in consultation with the Capital Investment Board based on a report by the Deputy Director for Growth and Infrastructure, requesting approval to proceed with the transfer; or
- (c) Where the estimated loss of income is £1 million or more, the Director for Environment and Economy and the Chief Finance Officer must prepare a report to Cabinet, requesting its approval to proceed with the transfer.

44. Approval should be sought at a higher level in cases that are sensitive following consultation with the Capital Investment Board.

Acquisition of Land and Property

45. In respect of the acquisition of land and property where budget provision for an acquisition exists within the total Council budget, the Deputy Director for Growth and Infrastructure may approve a purchase of land or property in accordance with approval levels specified in paragraph 19 above.

MEETING DATES APRIL 2012 - MARCH 2013

Page 67

Year/ Month	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	Year/ Month		
2012 APR		2	3 CC	4	5	6	7/8	9	10	11	12	13	14/15	16 PLAN	17 CMDAS CA CMD: DL L FP PPC	18 AU	19	20	21/22	23 GI CMDSI CMDCY	24 AS	25 CMDGI	26 CMDT	27	28/29	30 SSC CMDSSC							2012 APR	
MAY			1	2	3	4	5/6	7	8	9	10	11	12/13	14 CMDSI CMDCY	15 CC	16	17 CH	18	19/20	21 CMDSSC	22 CMDAS CA CMD: DL L FP PPC	23	24 DOC ST HOSC	25	26/27	28 PLAN	29	30	31 SYP			MAY		
JUN						1 PF	2/3	4	5	6 CMDGI	7 CMDT	8	9/10	11 CMDSI CMDCY	12 AS	13	14 EMJCC	15 SP	16/17	18 SSC CMDSSC	19 CMDAS CA CMD: DL L FP PPC	20	21	22 FIRCC	23/24	25 GI	26	27	28 TJC	29	30	JUN		
JUL		2	3	4 AU	5 HOSC	6	7/8	9 PLAN	10 CC	11	12 CH	13	14/15	16 CMDSI CMDCY	17 CMDAS CA CMD: DL L FP PPC	18 CMDGI	19 CMDT	20	21/22	23 CMDSSC	24	25	26 SYP	27	28/29	30	31						JUL	
AUG				1	2	3	4/5	6	7	8	9	10	11/12	13	14	15	16	17	18/19	20	21	22	23	24	25/26	27	28	29	30	31	1/2			AUG
SEPT		3 SSC CMDSSC	4	5 CMDGI	6 CMDT	7 PF	8/9	10 PLAN CMDSI CMDCY	11 CC	12	13 EMJCC	14 SP	15/16	17 GI	18 CMDAS CA CMD: DL L FP PPC	19 AU	20	21 FIRCC	22/23	24	25 AS	26 CH	27 HOSC	28	29/30									SEP

KEY

	Time
CMD:	
CC Council	10.00am
CA Cabinet	2.00pm
CMD: Cabinet member	
L Leader	4.00pm
DL Deputy Leader	4.00pm
FP Finance & Property	
SI Schools Improvement	12.00pm
CY Children Education & Families	12.00pm or at the rising of CMDSI
AS Adult Services	9.00am
TDC Transport	10.00am
GI Growth & Infrastructure	2.00pm
SSC Safer, Stronger Communities	12.00 pm or at the rising of SSCSC
PPC Police & Policy Co-ordination	4.00pm

	Time
Scutiny Committees	
SYP Strategy & Partnerships	10.00am
GI Growth & Infrastructure	10.00am
AS Adult Services	10.00am
CH Children's Services	10.00am
SSC Safer, Stronger Communities	10.00am
HOSC Oxfordshire Joint Health	10.00am

	Time
Council Committees	
AU Audit	11.00am
PLAN Planning & Regulation	2.00pm
PF Pension Fund	10.00am
ST Standards	10.00am
DOC Democracy & Organisation	time varies

	Time
Consultative Bodies	
TJC Teachers Joint Committee	2.00pm
EMJCC Employees Joint	2.00pm
FIRCC Fire Services Joint	
SP Supporting people	10.30am

- = schools holidays
- = prov school
- =bank hols

MEETING DATES APRIL 2012 - MARCH 2013

MEETING DATES APRIL 2012 - MARCH 2013

Year/ Month	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	Year/ Month
OCT		1 CMDSI CMDCY	2	3	4 SYP	5	6/7	8 CMDSSC	9	10	11 CMDT	12	13/14	15	16 CMDAS CA CMD: DL L FP PPC	17 CMDGI	18 DOC	19	20/21	22 PLAN	23	24	25	26	27/28	29	30	31				OCT
NOV					1	2	3/4	5 CMDSI CMDCY	6 CC	7	8 TJC	9	10/11	12 SSC CMDSSC	13 AS	14 CH	15 HOSC	16	17/18	19 GI	20	21 AU	22 CMDT	23	24/25	26	27 CMDAS CA CMD: DL L FP PPC	28	29 SYP	30		NOV
DEC	1/2	3 PLAN	4	5 CMDGI	6 ST	7 PF	8/9	10 CMDSI CMDCY CMDSSC	11 CC	12	13 EMJCC	14 FIRCC	15/16	17 AS, CH, GI, SSC, SYP	18 CMDAS CA CMD: DL L FP PPC	19	20 SP	21	22/23	24	25	26	27	28	29/30	31					DEC	
JAN 2013			1	2	3 CMDT	4	5/6	7 CMDSI CMDCY	8	9 CMDGI	10 SYP	11	12/13	14 PLAN	15 CMDAS CA CMD: DL L FP PPC	16 AU	17 HOSC	18	19/20	21 CMDSSC	22	23	24	25	26/27	28 GI	29	30	31		JAN 2013	
FEB						1	2/3	4 CMDSI CMDCY	5	6	7 TJC	8	9/10	11	12 CC	13 CMDGI	14 CMDT	15	16/17	18 SSC CMDSSC	19 CMDAS CA CMD: DL L FP PPC	20	21 HOSC	22	23/24	25	26 AS	27 AU	28 CH		FEB	
MAR					1	2/3	4 PLAN	5	6	7	8 PF	9/10	11 CMDSI CMDCY	12	13	14 EMJCC	15 PF	16/17	18 CMDSSC	19 CMDAS CA CMD: DL L FP PPC	20 CMDGI	21 CMDT	22 FIRCC	23/24	25	26	27 SP SYP	28	29	30/31	MAR	

Page 69

KEY

	Time
CMD: Council	10.00am
CA: Cabinet	2.00pm
CMD: Cabinet member	
L: Leader	4.00pm
DL: Deputy Leader	4.00pm
FP: Finance & Property	
SI: Schools Improvement	12.00pm
CY: Children Education & Families	12.00pm or at the rising of CMDSI
AS: Adult Services	9.00am
TDC: Transport	10.00am
GI: Growth & Infrastructure	2.00pm
SSC: Safer, Stronger Communities	12.00 pm or at the rising of SSCSC
PPC: Police & Policy Co-ordination	4.00pm

	Time
SYP: Strategy & Partnerships	10.00am
GI: Growth & Infrastructure	10.00am
AS: Adult Services	10.00am
CH: Children's Services	10.00am
SSC: Safer, Stronger Communities	10.00am
HOSC: Oxfordshire Joint Health	10.00am

	Time
AU: Audit	11.00am
PLAN: Planning & Regulation	2.00pm
PF: Pension Fund	10.00am
ST: Standards	10.00am
DOC: Democracy & Organisation	time varies

	Time
TJC: Teachers Joint Committee	2.00pm
EMJCC: Employees Joint	2.00pm
FIRCC: Fire Services Joint	
SP: Supporting people	10.30am

- = schools holidays
- = prov school
- =bank hols

This page is intentionally left blank