

To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Tuesday, 19 June 2012 at 2.00 pm

County Hall, Oxford, OX1 1ND

Joanna Simons

Joanna Simons
Chief Executive

June 2012

Contact Officer: **Sue Whitehead**
Tel: (01865) 810262; E-Mail: sue.whitehead@oxfordshire.gov.uk

| <i>Councillors</i> | Membership |
|----------------------|---|
| Ian Hudspeth | - <i>Leader of the Council</i> |
| Rodney Rose | - <i>Deputy Leader of the Council</i> |
| Nick Carter | - <i>Cabinet Member for Business & Communications</i> |
| Arash Fatemian | - <i>Cabinet Member for Adult Services</i> |
| Louise Chapman | - <i>Cabinet Member for Children & the Voluntary Sector</i> |
| Hilary Hibbert-Biles | - <i>Cabinet Member for Growth & Infrastructure</i> |
| Kieron Mallon | - <i>Cabinet Member for Finance & Police</i> |
| Mrs J. Heathcoat | - <i>Cabinet Member for Safer & Stronger Communities</i> |
| Melinda Tilley | - <i>Cabinet Member for Education</i> |

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 27 June 2012 unless called in by that date for review by the appropriate Scrutiny Committee. Copies of this Notice, Agenda and supporting papers are circulated to all Members of the County Council.

Date of next meeting: 17 July 2012

Declarations of Interest

This note briefly summarises the position on interests which you must declare at the meeting. Please refer to the Members' Code of Conduct in Part 9.1 of the Constitution for a fuller description.

The duty to declare ...

You must always declare any "personal interest" in a matter under consideration, i.e. where the matter affects (either positively or negatively):

- (i) any of the financial and other interests which you are required to notify for inclusion in the statutory Register of Members' Interests; or
- (ii) your own well-being or financial position or that of any member of your family or any person with whom you have a close association more than it would affect other people in the County.

Whose interests are included ...

"Member of your family" in (ii) above includes spouses and partners and other relatives' spouses and partners, and extends to the employment and investment interests of relatives and friends and their involvement in other bodies of various descriptions. For a full list of what "relative" covers, please see the Code of Conduct.

When and what to declare ...

The best time to make any declaration is under the agenda item "Declarations of Interest". Under the Code you must declare not later than at the start of the item concerned or (if different) as soon as the interest "becomes apparent".

In making a declaration you must state the nature of the interest.

Taking part if you have an interest ...

Having made a declaration you may still take part in the debate and vote on the matter unless your personal interest is also a "prejudicial" interest.

"Prejudicial" interests ...

A prejudicial interest is one which a member of the public knowing the relevant facts would think so significant as to be likely to affect your judgment of the public interest.

What to do if your interest is prejudicial ...

If you have a prejudicial interest in any matter under consideration, you may remain in the room but only for the purpose of making representations, answering questions or giving evidence relating to the matter under consideration, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

Exceptions ...

There are a few circumstances where you may regard yourself as not having a prejudicial interest or may participate even though you may have one. These, together with other rules about participation in the case of a prejudicial interest, are set out in paragraphs 10 – 12 of the Code.

Seeking Advice ...

It is your responsibility to decide whether any of these provisions apply to you in particular circumstances, but you may wish to seek the advice of the Monitoring Officer before the meeting.

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note opposite

3. Minutes (Pages 1 - 2)

To approve the minutes of the meeting held on 22 May 2012 (**CA3**) and to receive information arising from them.

4. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

5. Petitions and Public Address

6. Revenue and Capital Outturn 2011/12 and Requests for Carry Forwards (Pages 3 - 64)

Cabinet Member: Finance & Police

Forward Plan Ref: 2012/007

Contact: Lorna Baxter, Deputy Chief Finance Officer, Tel: (01865) 323971

Report by Assistant Chief Executive & Chief Finance Officer (**CA 6**).

This report sets out the revenue and capital outturn for 2011/12 and shows how actual

expenditure and income for the year compares to the budgeted position. It also includes proposals for carry forwards from 2011/12 to 2012/13. The report is consistent with the Council's Statement of Accounts for 2011/12. This will be submitted to the Audit Committee on 4 July 2012 following certification by the Chief Finance Officer and prior to external audit.

The Cabinet is RECOMMENDED to:

- (a) note the revenue and capital outturn, and the year end position on balances and reserves as set out in the report;***
- (b) approve the carry-forwards and virements as set out in Annex 2;***
- (c) recommend Council to approve the virements greater than £0.5m for Children, Education & Families, Social & Community Services and Environment & Economy Directorates as set out in Annex 2b;***
- (d) agree that the surplus on the On-Street Parking Account at the end of the 2011/12 financial year, so far as not applied to particular eligible purposes in accordance with Section 55(4) of the Road Traffic Regulation Act 1984, be carried forward in the account to the 2012/13 financial year.***

7. 2012/13 Financial Monitoring & Business Strategy Delivery Report - April 2012 (Pages 65 - 84)

Cabinet Member: Finance & Police

Forward Plan Ref: 2012/006

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

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

This is the first report for 2012/13 and covers the period to the end of April 2012 for both revenue and capital budgets. The report focuses on significant issues around the on-going delivery of the Directorate Business Strategies.

Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) approve the virement requests set out in Annex 3a;***
- (c) approve the creation of a new reserve for Thriving Families as set out in paragraph 31;***
- (d) note the updated Treasury Management lending list at Annex 4.***

8. Corporate Plan Performance and Risk Management Report for the 4th Quarter 2011 (Pages 85 - 96)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2012/008

Contact: Alexandra Bailey, Senior Performance & Improvement Manager Tel: (01865) 816384

Report by County Council Management Team (**CA8**).

Quarterly performance monitoring report against the Corporate Plan priorities - Quarter 4

Cabinet is RECOMMENDED to note this report.

9. Forward Plan and Future Business (Pages 97 - 100)

Cabinet Member: All

Contact Officer: Sue Whitehead, Committee Services Manager (01865 810262)

The Cabinet Procedure Rules provide that the business of each meeting at the Cabinet is to include “updating of the Forward Plan and proposals for business to be conducted at the following meeting”. Items from the Forward Plan for the immediately forthcoming meetings of the Cabinet appear in the Schedule at **CA9**. This includes any updated information relating to the business for those meetings that has already been identified for inclusion in the next Forward Plan update.

The Schedule is for noting, but Cabinet Members may also wish to take this opportunity to identify any further changes they would wish to be incorporated in the next Forward Plan update.

The Cabinet is RECOMMENDED to note the items currently identified for forthcoming meetings.
