

To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

Friday, 23 March 2012 at 10.00 am

County Hall, Oxford, OX1 1ND

Joanna Simons

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Chief Executive

March 2012

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<i>Councillors</i>	Membership
Keith R. Mitchell CBE	- <i>Leader of the Council</i>
David Robertson	- <i>Deputy Leader of the Council</i>
Arash Fatemian	- <i>Cabinet Member for Adult Services</i>
Louise Chapman	- <i>Cabinet Member for Children, Education & Families</i>
Jim Couchman	- <i>Cabinet Member for Finance & Property</i>
Lorraine Lindsay-Gale	- <i>Cabinet Member for Growth & Infrastructure</i>
Kieron Mallon	- <i>Cabinet Member for Police & Policy Co-ordination</i>
Mrs J. Heathcoat	- <i>Cabinet Member for Safer & Stronger Communities</i>
Melinda Tilley	- <i>Cabinet Member for Schools Improvement</i>
Rodney Rose	- <i>Cabinet Member for Transport</i>

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 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 April 2012

County Hall, New Road, Oxford, OX1 1ND

www.oxfordshire.gov.uk Fax: 01865 783195 Media Enquiries 01865 323870

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. 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.

4. Petitions and Public Address

5. Exempt Clause

It is RECOMMENDED that the public be excluded for the duration of item 6E since it is likely that if they were present during that item there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified below in relation to that item and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information on the grounds set out in that item.

NOTE: The main report relating to item 6E does not itself contain exempt information and is thus available to the public. The exempt information is contained either in an Annex which has been circulated only to members and officers entitled to receive it, or will be reported orally at the meeting.

MEMBERS AND OFFICERS ARE REMINDED THAT THE EXEMPT FINANCIAL INFORMATION RELATING TO SUBSIDY AGREEMENTS REPORTED AT THE MEETING (WHETHER IN WRITING OR ORALLY) MUST NOT BE DIVULGED TO ANY THIRD PARTY.

6. Approval of Contract Award Decision for Property & Facilities Management Procurement of External Services Project (Pages 1 - 6)

Cabinet Member: Finance & Property

Forward Plan Ref: 2011/031

Contact: Roger Dyson, Project Manager/Romina Peddis, Project Coordinator Tel: (01865) 815665/(01865) 815714

Report by Director of Environment & Economy and Assistant Chief executive and Chief Finance Officer (**CA6E**).

The information in this report is exempt in that it falls within the following prescribed category:

Information relating to the financial or business affairs of any particular person (including the authority holding that information)
