

To: **Members of the Cabinet**

## ***Notice of a Meeting of the Cabinet***

**Tuesday, 17 July 2012 at 2.00 pm**

**County Hall, Oxford, OX1 1ND**

*Joanna Simons*

Joanna Simons  
Chief Executive

July 2012

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

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### *Councillors*

### **Membership**

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

*The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday 25 July 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: 18 September 2012*

## Declarations of Interest

### The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

### Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

### What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

### List of Disclosable Pecuniary Interests:

**Employment** (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines.

<http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/>

or contact Rachel Dunn on (01865) 815279 or [Rachel.dunn@oxfordshire.gov.uk](mailto:Rachel.dunn@oxfordshire.gov.uk) for a hard copy of the document.

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

# AGENDA

## 1. Apologies for Absence

## 2. Declarations of Interest

- guidance note opposite

## 3. Minutes (Pages 1 - 6)

To approve the minutes of the meeting held on 19 June 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. Future Arrangements for Call Receipt, Mobilising & Incident Management for Oxfordshire County Council Fire & Rescue Service (Pages 7 - 120)

*Cabinet Member: Safer & Stronger Communities*

*Forward Plan Ref: 2011/192*

*Contact: Colin Thomas, Deputy Chief Fire Officer Tel: (01865) 855206*

Report by Deputy Chief Fire Officer (**CA6**).

The Fire Control rooms in Oxfordshire Fire and Rescue Service (OFRS) and Royal Berkshire Fire and Rescue Service (RBFRS) both receive emergency calls via 999/112 and direct from alarm receiving centres and other emergency services. This is a statutory function identified within the Fire and Rescue Service Act 2004. Trained staff assess the call details and determine and mobilise the appropriate response. They then support the ongoing resource needs of the incident, relaying information to responsible officers and partner agencies and support the incident as required.

Following the termination of the National FiReControl project an alternative course of action is required to secure an effective and resilient control room operation for Oxfordshire. Discussions have been taking place with Royal Berkshire Fire Authority to identify the most effective joint approach to the delivery of fire control services across both authority areas.

The Thames Valley Fire Control Service (TVFCS) programme will deliver a single joint control room with a fully functional secondary control room and "remote buddy" Fire and Rescue Service.

The programme has three strategic aims:-

An improved service to the public and our firefighters

Improvements in securing uninterrupted service to all fire control users, both addressing the urgent need to replace legacy systems and make use of the latest technology for dealing with periods of exceptional workload, and;

The delivery of financial efficiencies. The anticipated gross efficiency saving across both Services is approximately £10M over the 15 year life of the joint control room. The programme if approved by Oxfordshire County Council and Royal Berkshire Fire Authority will be completed in 2014.

A public consultation has been undertaken, the outcomes of which are included in the report.

***The Oxfordshire County Council Cabinet is RECOMMENDED:-***

***Subject to:-***

1. ***the decision of the Royal Berkshire Fire Authority to approve the relocation of the Royal Berkshire Fire and Rescue Service HQ site from Dee Road, Reading, to Calcot, West Berkshire, and***
2. ***the approval of Royal Berkshire Fire Authority's subsequent decision to proceed with the TVFCS Programme,***

***to:-***

- (a) ***Approve the progression of the programme to create a joint control room with Royal Berkshire Fire Authority***
- (b) ***Confirm the future location of the primary control room as Calcot, Berkshire***
- (c) ***Confirm the future location of the secondary control room as Kidlington, Oxfordshire***

- (d) Approve the apportionment methodology**
- (e) Approve the creation of the a Joint Committee and the underpinning legal arrangements**
- (f) Delegate to the Chief Fire Officer:-**
  - i. authority to sign the legally binding programme partnership agreement which will include the decision of the lead authority for employment matters**
  - ii. authority to sign the legally binding steady state partnership agreement**
  - iii. the identification of and arrangements with the remote buddy FRS**
- (g) Require the Programme Sponsoring Group to ensure the human resources strategy maximises the opportunities to support control staff throughout the programme**
- (h) Require the Chief Fire Officer to ensure business continuity plans are in place to maintain the continued effectiveness of the respective control room up to the point of transition into the single joint control**
- (i) Require the Chief Fire Officer to support the appointed Members' of the TVFCS Joint Committee to provide strategic direction and track benefit realisation.**

## **7. Academies Strategy - Improving Educational Provision in Oxfordshire Through the Development of Academies (Pages 121 - 132)**

*Cabinet Member:* Education

*Forward Plan Ref:* 2012/084

*Contact:* Frances Craven, Deputy Director for Education & Early Intervention Tel: (01865) 815498

Report by Director for Children's Services (**CA7**).

This paper builds upon the Cabinet paper and decision of 14 February 2012, which outlined the national policy context for Academies and some of the local challenges, including a failure to promote high standards of education and an unplanned drift towards Academy status in the absence of a clear Local Authority policy.

Over the last three to four months considerable work has been undertaken with schools and others to firm up the Council's position, raise awareness of the issues of conversion and help a significant number of schools to move towards Academy status.

This paper details a policy statement regarding Academies, key principles and the project approach needed to implement the policy and principles.

A decision is required on agreement of the policy and principles.

***The Cabinet is RECOMMENDED to:***

- (a) Note the progress made since its last report in February 2012.***
- (b) Approve the Policy in relation to Academies at Annex 1, and in particular the headline position which is:***

- ***The County Council wishes to support all schools to become academies. The Council recognises that this is a process and some schools will be at different stages in taking this step.***
- ***The Council wishes to encourage Governing Bodies and the leadership of the school (Headteachers and leadership teams) to consider how they might become an academy as part of a larger group of schools. This is to ensure that schools are not isolated and are mutually supportive of each other in raising attainment standards.***
- ***The Council will ensure that support services for schools continue to be available, whether they are provided in-house or through the commercial market place. We will not seek to retain them in-house unless there is strategic value in doing so, but will work with schools to ensure they have access to services.***

## **8. Education Strategy (Pages 133 - 136)**

*Cabinet Member:* Education

*Forward Plan Ref:* 2012/063

*Contact:* Frances Craven, Deputy Director for Education & Early Intervention Tel: (01865) 815498

Report by Director for Children's Services (**CA8**).

The Education Strategy is designed to support a transformation shift in standards across the county's schools. The report provides details on the progress that has been made on the Education Strategy since Children's Services Scrutiny Committee considered the draft strategy in February 2012, together with information on the key strategic strands. A decision is now required in relation to the document 'Strategy for Change - Improving Educational Outcomes in Oxfordshire.'

**Cabinet is RECOMMENDED to agree the Strategy for Change – Improving Educational Outcomes in Oxfordshire.**

## **9. Treasury Management 2011/12 Outturn (Pages 137 - 154)**

*Cabinet Member:* Finance & Police

*Forward Plan Ref:* 2012/034

*Contact:* Hannah Doney, Financial Manager – Treasury Management Tel: (01865) 323988

Report by Assistant Chief Executive & Chief Financial Officer (**CA9**).

The report sets out the Treasury Management activity undertaken in the financial year 2011/12 in compliance with the CIPFA Code of Practice. The report includes Debt and Investment activity, Prudential Indicator Outturn, changes in Strategy, and interest receivable and payable for the financial year.

***The Cabinet is RECOMMENDED to note the report, and to RECOMMEND Council to note the Council's Treasury Management Activity in 2011/12.***

**10. 2012/13 Financial Monitoring & Business Strategy Delivery Report - May 2012 (Pages 155 - 208)**

*Cabinet Member:* Finance & Police

*Forward Plan Ref:* 2012/033

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

Report by Assistant Chief Executive & Chief Financial Officer (**CA10**).

This report focuses on the delivery of the Directorate Business Strategies which were agreed as part of the Service and Resource Planning Process for 2012/13 – 2016/17. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of May 2012. Amendments to the 2011/12 Statement of Accounts that change the Revenue and Capital Outturn Report considered by Cabinet on 19 June 2012 are included in Part 3. The Capital monitoring and Capital Programme Update is included at Part 4.

***The Cabinet is RECOMMENDED to:***

- (a) note the report;***
- (b) approve the virement requests set out in Annex 2a;***
- (c) note the updated Treasury Management lending list at Annex 7;***
- (d) approve the updated Capital Programme at Annex 9 and the associated changes to the programme in Annex 8c.***
- (e) note the updated position for the 2011/12 revenue and capital outturn and the updated position on balances and reserves.***

**11. Witney the Way Forward (Pages 209 - 212)**

*Cabinet Member:* Deputy Leader

*Forward Plan Ref:* 2012/085

*Contact:* Tracey Dow, Highways & Transport Service Manager Tel: (01865) 815707

Report by Director for Environment, Economy & Customer Services– Highways & Transport (**CA11**).

This report sets out the proposed actions following the Secretary of State's decision not to confirm the Compulsory Purchase Order and Side Roads Order for the Cogges Link Road following the Public Inquiry.

It sets out how the County Council will work in partnership with West Oxfordshire District Council and other key stakeholders in a programme of work that will identify an alternative approach to addressing the transport problems of Witney.

***The Cabinet is RECOMMENDED to:***

- (a) ***note the decision not to pursue the extant planning permission in light of the outcome of the Public Inquiry into the Compulsory Purchase Order and Side Roads Orders;***
- (b) ***affirm its commitment to work in partnership with West Oxfordshire District Council to develop and deliver an affordable alternative transport strategy for Witney; and***
- (c) ***instruct officers to seek to re-negotiate developer funding agreements that have an imminent longstop date so any monies held can be used to deliver transport infrastructure improvements in Witney***

## **12. Developing the Thriving Communities Agenda (Pages 213 - 218)**

*Cabinet Member:* Children, and the Voluntary Sector

*Forward Plan Ref:* 2012/062

*Contact:* Lorna Caldicott, Thriving Families Programme Manager Tel: (01865) 328543

Report by Director for Children's Services (**CA12**).

For several years, through the Family Intervention Project and the 'Breaking the Cycle of Deprivation' programme, the council has been working to help and support some of the most resource-intensive and vulnerable families in Oxfordshire.

Recently the government has announced a new Troubled Families programme that is being rolled out nationally, including in Oxfordshire.

'Thriving Families' is the term that we will use in Oxfordshire to refer to the work that will be done to support these families, building on the Family Intervention Project and our approach to Breaking the Cycle of Deprivation approach. We will also fully exploit the resources of the European Social Funding for Families with Multiple Problems.

It is intended that the additional resources now available through the government's Troubled Families programme will be used to create a sustainable model, mainstreaming our existing approach so that by April 2015 we have fully integrated our approach within the Early Intervention Service. This will mean that the programme becomes embedded as core council business, and ensure delivery over the longer term.

The attached report sets out the proposed approach in detail.

***The Cabinet is RECOMMENDED to note and approve the Council's response to the Government's Troubled Families initiative.***



### **13. Alteration of Age Range and Establishment of Sixth Form at The Warriner School, Bloxham (Pages 219 - 254)**

*Cabinet Member:* Education

*Forward Plan Ref:* 2012/055

*Contact:* Diane Cameron, School Organisation Officer Tel: (01865) 816445

Report by Director for Children's Services (**CA13**).

This report follows a statutory notice period relating to the governing body's proposal to extend the age range of the school from its current 11-16 status to include post-16 students by establishing a Sixth Form.

The governors propose to establish a Sixth Form at The Warriner School and increase the number of sixth form student numbers slowly in order that existing staff may be trained or experienced staff recruited.

In September 2012 some post-16 students on roll at OCVC will be attending The Warriner School to study joint-hosted courses. From 2013 the proposal is that these students and others will be moved on to roll at The Warriner.

Funding for additional accommodation is available from S106 contributions, already received, from nearby housing development.

A final decision is now required on whether to approve the proposal.

***The Cabinet is RECOMMENDED to approve the extension of the age range at The Warriner School, Bloxham to include post-16 provision, and to agree the Stage 1 (Outline Business Case) project delivery budget of £32K to enable the capital project to proceed to Full Business Case.***

### **14. St Edburges CE Aided Primary School (Pages 255 - 290)**

*Cabinet Member:* Education

*Forward Plan Ref:* 2011/135

*Contact:* Diane Cameron, School Organisation Officer Tel: (01865) 816445

Report by Director for Children's Services (**CA14**).

This proposal is directly related to the development of 1585 new houses in Bicester, known as the Kingsmere development. In November / December 2010, the governing body at St Edburges CE (A) Primary School Bicester ran a public consultation to gauge opinion on the proposal to expand the school from 1 to 2 form entry and to alter the lower age range to admit 3 year olds. As a consequence of the proposal, the school would be relocated to the Kingsmere development and become its designated area school in a new purpose-built building.

This report follows the completion of the statutory notice period (Stage Two) and requires a final decision to be made on the proposal.

***The Cabinet is RECOMMENDED to approve the permanent expansion of St Edburg's CE (A) Primary School, Bicester and the alteration to its lower age range with effect from 1 September 2014.***

**15. St Ebbe's CE (A) Primary School, Oxford Expansion to 2fe (Pages 291 - 302)**

*Cabinet Member: Education*

*Forward Plan Ref: 2012/076*

*Contact: Barbara Chillman, Pupil Place Planning Service Manager Tel: (01865) 816459*

Report by Director for Children's Services (**CA15**).

The governing body's proposal is to increase the school admission number (at F1 entry) from 45 to 60. Because the published admission number for 2012 and 2013 has already been published, the school's admission number can only now formally change from September 2014. However, the school has agreed to accept over its official admission number in 2012 and has written into its policy for 2013 that it may agree to do the same to work with the Local Authority to meet demand for places.

To accommodate this growth in pupil numbers, there will be some extension of the school's buildings, and a feasibility study is underway to investigate how this can best be provided.

A decision is now required on whether to support the governing body in their publication of a statutory notice and proceeding to Stage Two of the statutory process in seeking formal representations.

***The Cabinet is RECOMMENDED to support the governing body's wish to publish a statutory notice for the expansion of St Ebbe's CE (A) Primary School, Oxford.***

**16. Appointments 2012/13 (Pages 303 - 316)**

*Cabinet Member: Leader*

*Forward Plan Ref: 2012/010*

*Contact: Geoff Malcolm, Committee Officer Tel: (01865) 815904/Sue Whitehead, Committee Services Manager Tel: (01865) 810262*

Report by County Solicitor & Monitoring Officer (**CA16**).

To consider member appointments to a variety of bodies which in different ways support the discharge of the Council's executive functions.

***The Cabinet is RECOMMENDED to agree the appointments as set out in the Annex to this report.***

## 17. Forward Plan and Future Business (Pages 317 - 318)

*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 **CA17**. 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.***

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