

To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 19 April 2011 at 2.00 pm

County Hall, Oxford, OX1 1ND

Joanna Simons

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Chief Executive

April 2011

Contact Officer:

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Councillors

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>
Ian Hudspeth	- <i>Cabinet Member for Growth & Infrastructure</i>
Jim Couchman	- <i>Cabinet Member for Finance & Property</i>
Kieron Mallon	- <i>Cabinet Member for Police & Policy Co-ordination</i>
Louise Chapman	- <i>Cabinet Member for Children, Young People & Families</i>
Michael Waine	- <i>Cabinet Member for Schools Improvement</i>
Rodney Rose	- <i>Cabinet Member for Transport</i>
Mrs J. Heathcoat	- <i>Cabinet Member for Safer & Stronger Communities</i>

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Tuesday 3 May 2011 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: 24 May 2011

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.

AGENDA

2. Apologies for Absence

3. Declarations of Interest

- guidance note opposite

3. Minutes (Pages 1 - 12)

To confirm the minutes of the meeting held on 15 March 2011 (**CA3**) and to receive for information any matters arising from them.

4. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am on the working day 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. Household Waste Recycling Centre Strategy (Pages 13 - 32)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2011/055

Contact: Amy Howard, Waste Contracts Officer Tel: (01865) 815349

Report by Deputy Director for Environment & Economy – Growth & Infrastructure (**CA6**).

Oxfordshire County Council (OCC) currently has eight Household Waste Recycling

Centres (HWRCs) which all accept a full range of recyclables as well as residual waste. The City and District councils have made excellent progress in recycling household waste through the expansion of kerbside collection services. Every house in Oxfordshire now has a comprehensive kerbside collection scheme for a full range of waste and recyclables including food waste.

Residents are increasingly embracing these new systems and recycling rates are increasing across the County. With the expansion of kerbside collection services the need for people to visit one of our HWRCs has reduced. The role and service that the HWRCs provide is changing.

OCC as the Waste Disposal Authority has a statutory obligation to provide places for members of the public to deposit their household waste. Improved kerbside services provide an opportunity to reform and reshape the current service provision. The aim is to build upon this success story. The network of Recycling Centres needs to be refined in order to maintain an efficient and effective solution as part of the wider joint municipal waste management strategy.

The current network of sites requires significant investment to bring them up to date as the current infrastructure is deteriorating. In addition in a number of locations the expiration of temporary planning permission requires action to be taken in order to provide an acceptable level of service.

A public consultation was 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.

This report sets out and seeks approval for a strategy that will ensure that Oxfordshire has facilities fit for the future that are well located to the main centres of population.

Cabinet is RECOMMENDED to:

- a) ***Approve the Household Waste Recycling Centre Strategy as detailed in this report;***
- b) ***Authorise detailed implementation plans, including minor changes to the strategy, to be approved by the Director for Environment and Economy in consultation with the Cabinet Member for Growth and Infrastructure.***

7. Children, Young People & Families Service Redesign (Pages 33 - 164)

Cabinet Member: Children, Young People & Families

Forward Plan Ref: 2011/032

Contact:

Report by Director for Children, Young People & Families (CA7).

This report sets 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.

The proposals set out how services will be redesigned and reshaped to better meet the needs of children, young people and families and to address the financial challenges and new national policy direction set out in the Children, Young People & Families Directorate Business Strategy. This report seeks Cabinet approval to proceed with the implementation of service redesign taking account of the outcomes of extensive consultation, an assessment of equality and inclusion and a financial appraisal.

8. Changes to the Internal Home Support Service (Pages 165 - 178)

Cabinet Member: Adult Services

Forward Plan Ref: 2010/217

Contact: Martin Bradshaw, Assistant Head of Service Tel: (01865) 323683

Report by Director for Social & Community Services (**CA8**).

This report sets 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.

20 well-attended consultation meetings have been held with staff and Service User groups across the County. The main themes emerging from consultation are summarised. Most of the issues raised by staff related to redundancy arrangements and alternative employment options. Concerns were raised about the speed of re-provision, quality of alternative independent sector services, and their availability in sufficient volume across the County. Changes made to the initial re-provision plan as a result of consultation include: extending the transition timetable, improved arrangements for alternative employment, enhanced support for Personal Assistants, additional contract monitoring and setting up a temporary 'Community Response Team' to fill any gaps in provision.

Initial restructuring has taken place to achieve agreed efficiency savings in 2011/12. Subject to final decision of Cabinet, a detailed 'transition plan' has been produced to ensure fair treatment for all staff, and continuity of care for Service Users. Staff will be supported to find alternative employment in the care sector as far as possible. The proposed timetable for re-provision is set out in the report, with the aim that all services would be transferred or re-provided externally by April 2012, subject to suitable alternative supply being available..

Cabinet is RECOMMENDED to

(a) Note the outcome of consultation with staff and Service User groups, and agree the changes to original proposals set out in para 7 above

(b) Agree that the internal Home Support Service will cease to operate by April 2012, subject to satisfactory re-provision arrangements set out in paras 10-13 and any other necessary actions required to maintain continuity of service

(c) Request a progress report from the Director of Social and Community Services to Adult Services Scrutiny Committee in December 2011.

9. New Marston Primary School (Pages 179 - 190)

Cabinet Member: Schools Improvement

Forward Plan Ref: 2011/013

Contact: Barbara Chillman, Principal Officer – School Organisation & Planning Tel: (01865) 816459

Report by Director for Children, Young People & Families (**CA 9**).

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 a decision is now needed on whether to permanently expand the school to 2 forms of entry (with an admission number of 60), requiring an enlargement to the physical capacity of the school.

In recent years Oxford has experienced a significant and sustained rise in primary pupil numbers. To meet this demand, in 2008 an additional 105 primary school places across the city were agreed; in 2009 a further primary 245 additional places were created (including 30 at New Marston Primary School); and in 2010 another 238 additional places were created (including 25 at New Marston Primary School). Looking to the future, significant additional housing is proposed in Oxford City Council's Core Strategy, which will, in turn, lead to increased pupil numbers across the city.

The proposal to expand New Marston Primary School is one part of the County Council's strategy to meet the need for primary school places in Oxford.

Cabinet is RECOMMENDED to approve the publication of a statutory notice for the expansion of New Marston Primary School, Oxford.

10. Charlton Primary School (Pages 191 - 202)

Cabinet Member: Schools Improvement

Forward Plan Ref: 2011/011

Contact: Barbara Chillman, Principal Officer – School Organisation & Planning Tel: (01865) 816459

Report by Director for Children, Young People & Families (**CA10**).

In recent years the Wantage and Grove area has experienced a significant and sustained rise in primary pupil numbers due to birth rates and recent/current housing development in Wantage.

Charlton Primary School is a school for 4-11 year-olds located on the eastern edge of Wantage and its site and buildings have been identified as the best option for immediate and future phased development via judicious remodelling and expansion. Until recently the school had planned to admit 40 children each year but due to the

projected rising numbers of children needing primary school places in Wantage, the school's admission number for 2011 was published at 45 [1.5 form entry], and the school has agreed to accept up to a maximum of 60 F1 children for this September, subject to the provision of appropriate teaching accommodation.

Following local consultation, a decision is now needed whether to permanently expand the school to 2 forms of entry (with an admission number of 60), which will require an enlargement to the physical capacity of the school.

Cabinet is RECOMMENDED to approve the publication of a statutory notice for the expansion of Charlton Primary School.

11. Financial Monitoring - April 2011 (Pages 203 - 320)

Cabinet Member: Finance & Property

Forward Plan Ref: 2010/200

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

Report by Assistant Chief Executive & Chief Finance Officer (**CA 11**).

This is the ninth financial monitoring report for the 2010/11 financial year and covers the period up to the end of February 2011. Parts 1 and 2 include projections for revenue, balances and reserves. The Capital Monitoring is included at Part 3. Funding changes and Other Financial Issues are included in Part 4.

This is the last Financial Monitoring Report before the Provisional Outturn Report to Cabinet on 22 June 2011, which will set out the financial position for 2010/11.

Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) Agree the contribution of £0.266m from the Efficiency Reserve to offset the shortfall of in-year grant reductions as set out paragraph 56;***
- (c) Agree the bad debt write off as set out in paragraph 53;***
- (d) Agree the Pre-Planning and Archaeology charges set out in paragraph 72 and Annex 7;***
- (e) Agree 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 as set out in paragraph 67;***
- (f) Agree 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 as set out in paragraph 68;***
- (g) Approve virements for financial year 2011/12 included in Annex 10 and set out in paragraph 73.***

12. Forward Plan and Future Business (Pages 321 - 322)

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 **CA12**. 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.

13. Delegated Powers of the Chief Executive - April 2011 (Pages 323 - 324)

Cabinet Member: Leader

Forward Plan Ref: 2010/201

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

To report (**CA13**) on a quarterly basis any executive decision taken by the Chief Executive under the specific powers and functions delegated to her under the terms of Part 7.4 of the Council’s Constitution – Paragraph 1(A)(c)(i). Item not for scrutiny call in.
