

To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 21 December 2010 at 2.00 pm

County Hall, Oxford, OX11ND

Joanna Simons

Joanna Simons
Chief Executive

December 2010

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 31 December 2010 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: 25 January 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, 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 - 12)

To confirm the minutes of the meeting held on 16 November 2010 (**CA3**) and to receive for information any matters arising therefrom.

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. Financial Monitoring - December 2010 (Pages 13 - 130)

Cabinet Member: Finance & Property

Forward Plan Ref: 2010/137

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

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

This is the fifth financial monitoring report for the 2010/11 financial year and covers the period up to the end of October 2010. Part 1 & 2 set out the Council's forecast position for the 2010/11 financial year and include projections for revenue, balances, reserves.

The capital programme monitoring and capital programme review update is included at Part 3.

The Cabinet is RECOMMENDED to:

- (a) ***note the report and approve the virement requests as set out in annex 2a;***
- (b) ***approve the creation of the New Dimensions reserve as set out in paragraph 42, and the transfer to reserves set out in paragraphs 41 and 42; and***

7. Service & Resource Planning Report for 2011/12 - 2015/16 (December 2010)
(Pages 131 - 354)

Cabinet Member: Finance & Property

Forward Plan Ref: 2010/046

Contact: Lorna Baxter, Assistant Head of Finance Tel: (01865) 323971

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

This is one in a series of reports on the Service and Resource Planning process for 2011/12 to 2015/16, providing councillors with information on budget issues for 2011/12 and the medium term. It follows on from reports to Cabinet on 21 September and 16 November 2010 and to Scrutiny Committees on 20 December 2010. The report provides an update on the Service & Resource Planning process, sets out the Business Strategies for all directorates along with proposed savings for the period 2011/12 - 2014/15 and the review of charges for 2011/12. The strategies set out a direction of travel for the Directorates over the medium term in the context of reduced funding. They pull together the strands of work that comprise the Council's Business Strategy, and ensures that with such high levels of change being managed that there is a single focussed overview.

The Council is required under the Local Government Finance Act 1992 to set a budget requirement for the authority and an amount of Council Tax. This report contains information to be considered in leading to the budget requirement and Council Tax being agreed in February 2011.

The Cabinet is RECOMMENDED to:

- (a) ***Note the report and that an addenda will be produced following the publication of the Draft Local Government Finance Settlement;***
- (b) ***Agree the revenue prioritisation principles set out in Annex 3;***
- (c) ***In relation to the review of charges:***
 - (1) ***Note those charges prescribed by legislation;***
 - (2) ***Approve those charges where there is local discretion as set out in Annex 4;***

- (3) ***Approve those charges for which an increase will commence before April 2011.***
- (d) ***Agree the use of £2.4m of the insurance reserve for alternative purposes in 2011/12;***
- (e) ***Agree the capital prioritisation principles set out in paragraph 37.***

8. Proposed Change to Internal Home Support Service (Pages 355 - 366)

Cabinet Member: Adult Services

Forward Plan Ref: 2010/195

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

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

This report describes the future of Home Support services following the implementation of the new national policy of personalisation of social care. As the policy begins to affect increasing numbers of people there has been a falling demand for the internal Home Support Service, which employs 360 staff on a budget of £8m. The service has relatively high Unit Costs, and is becoming unaffordable.

Due to the need for efficiency savings, and the introduction of personal budgets for self directed support, the Home Support Service is unlikely to be financially viable beyond 2011/12. There is a significant risk of the Council being forced to double-fund the service and personal budgets. The report proposes, subject to consultation with Service User groups and staff that the Service should cease to operate by April 2012

Service Users and staff have been advised of the potential implications of self directed support and budget reductions. If the service ceases to operate, Service Users will be offered a range of alternative support options. Staff will be redeployed, transferred to other providers, given guidance on alternative employment, or made redundant if no other option is appropriate. Funding has been identified for the potential redundancy costs. Some of the services currently provided will be recommissioned through external contracts. Options with regard to Transfer of Undertakings regulations (TUPE) are being considered but are only likely to apply to a limited number of the staff.

Following a period of consultation, a further report will be made to Cabinet in April 2011, and if the proposal is confirmed, the service would be phased out by April 2012. Service Users would be transferred to alternative providers using their personal budgets, to include Personal Assistants or external domiciliary care from new contracts which start in July 2011. If alternative support can be obtained at the national average cost for domiciliary care, revenue savings of some £2.5m per year are anticipated.

The Cabinet is RECOMMENDED to

- (a) ***agree in principle that the internal Home Support Service will cease to operate by April 2012 at the latest, subject to the outcome of consultation with Service User groups and staff; and***

- (b) ***request a further report in April 2011 on the outcome of the consultation programme with Service User groups and staff.***

9. Eco Bicester Vision (Pages 367 - 412)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2010/171

Contact: Daniel Round, Principal Transport Planner Tel (01865) 815623, Chris Cousins, Sustainable Development Tel (01865) 815459

Report by Head of Sustainable Development (**CA9**).

The Eco Bicester One Shared Vision, prepared by the Eco Bicester Project team with input from partners on behalf of the Strategic Delivery Board (SDB), sets out the aims, aspirations and ambitions for the town over the next 20 to 30 years. It sits alongside other planning policies and strategies for Bicester and will be used to guide the SDB in the delivery of proposals for Eco Bicester.

Following a public consultation, the Vision has now been revised by the Project team. The purpose of this report is to obtain approval of the Cabinet of the revised Vision, so that it can:

- provide a shared vision for the whole of Bicester supported by partners
- guide the local delivery of the eco-town of national, if not international, significance with the private sector
- articulate key infrastructure needs to support the eco town
- inform engagement between the local authority partners, Government departments and agencies on where they can help deliver the project.

The Cabinet is RECOMMENDED to approve the vision document contained in Annex 1 as informal county council policy, noting that the district council has also approved it as informal planning guidance for development control purposes.

10. Botley Primary School & Elms Road Nursery/Children's Centre - Statutory Notice (Pages 413 - 424)

Cabinet Member: Schools Improvement

Forward Plan Ref: 2010/102

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

Report by Director for Children, Young People & Families (**CA 10**).

This report considers a proposal to merge Botley Primary School with Elms Road Nursery School & Children's Centre into a single school and children's centre under one headteacher and a single governing body, and with a new name.

The legal mechanism to achieve this is to formally close Elms Road Nursery School, and extend the age range of Botley Primary School to include 3 year olds. The name of

the merged school would then be chosen by a unanimous vote of the full governing body.

Informal consultation was conducted in May-July 2010. A decision is now sought as to whether to proceed to issuing statutory notices to extend the age range at Botley Primary School and close Elms Road Nursery School, in accordance with The Education and Inspections Act 2006 (EIA 2006) and The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended by The School Organisation and Governance (Amendments)(England) Regulations 2007 which came into force on 21 January 2008).

The Cabinet is RECOMMENDED to either:

- (a) approve the publication of linked statutory notices for closure of Elms Road Nursery School and for the extension of age range at Botley Primary School to 3-11; and***
- (b) reject the publication of linked statutory notices for closure of Elms Road Nursery School and for the extension of age range at Botley Primary School to 3-11.***

11. Performance Management 2nd Quarter Progress Report Against Priorities and Targets (Pages 425 - 430)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2010/138

Contact: Alexandra Bailey, Corporate Performance and Review Manager Tel: (01865) 816384

Report by County Council Management Team (**CA 11**).

This paper contains a report on Oxfordshire County Council's Corporate Performance for the second quarter of 2010/11 (Q2). It consists of a one page summary of performance against the Corporate Balanced Scorecard (attached at Appendix 1) and provides an up date on key work areas.

The Cabinet is RECOMMENDED to note this report

12. Proposed Change to Support for Members (Pages 431 - 434)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2010/202

Contact: Peter Clark, Head of Law & Governance Tel: (01865) 323907

Report by Head of Law & Governance (**CA 12**).

This report seeks the Cabinet's views on the future support arrangements for the council's political groups in the context of the financial challenges facing the Council. The report outlines the responses made to a recent consultation. It also proposes

several options for Cabinet to consider, to enable a recommendation to be made to full Council in January 2011.

Cabinet is RECOMMENDED to consider the options in this report and to make a recommendation to full Council as regards the future support to political groups.

13. ICT Overspend 2009/10 (Pages 435 - 466)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2010/203

Contact: Graham Shaw, Acting Head of ICT Tel: (01865) 816593

Report by Acting Head of ICT and Dr Geoff Jones, Chairman of AWG, on behalf of the Audit Working Group (**CA13**).

The Audit Committee at its meeting on 17 November 2010 required the report of the Audit Working Group to be referred to Cabinet together with an update by the Acting Head of ICT of how the matters raised in the report have been addressed so that the findings and response can be taken into account as part of the budget process.

The Cabinet is RECOMMENDED to consider the conclusions of the report from Dr Jones and the actions described in the update report from the Acting Head of ICT Services.

14. Forward Plan and Future Business (Pages 467 - 468)

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 **CA14**. 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.
