

## **CABINET**

**MINUTES** of the meeting held on Tuesday, 15 November 2011 commencing at 2.00 pm and finishing at 2.42 pm

### **Present:**

**Voting Members:** Councillor Keith R. Mitchell CBE – in the Chair  
Councillor David Robertson (Deputy Chairman)  
Councillor Arash Fatemian  
Councillor Louise Chapman  
Councillor Jim Couchman  
Councillor Lorraine Lindsay-Gale  
Councillor Kieron Mallon  
Councillor Mrs J. Heathcoat  
Councillor Melinda Tilley

### **Other Members in Attendance:**

### **Officers:**

Whole of meeting	Joanna Simons (Chief Executive) Sue Whitehead (Chief Executive's Office)
Part of meeting	
Item	Name
6	K. Wilcox (Corporate Finance)
7	L. Baxter (Corporate Finance)
8	S. Howell, Deputy Director Highways & Transport; J. Disley (Environment & Economy)
9	J. Leivers Interim Director for Children, Education and Families
10	B. Chillman (Children, Education & Families)

*The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, together with a schedule of addenda tabled at the meeting, and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda, reports and schedule, copies of which are attached to the signed Minutes.*

## **126/11 APOLOGIES FOR ABSENCE**

(Agenda Item. 1)

Apologies were received from Councillor Rodney Rose.

## **127/11 MINUTES**

(Agenda Item. 3)

The minutes of the meeting held on 18 October 2011 were approved and signed.

## **128/11 QUESTIONS FROM COUNTY COUNCILLORS**

(Agenda Item. 4)

Councillor Alan Armitage had given notice of the following question to the Cabinet Member for Finance & Property.

"In the light of the following:

1. My comments to the last cabinet meeting (ref, minutes item CA3 122/11 pages 8 and 9 of the present agenda)
2. Comments of the Deputy Leader and other councillors during the county council meeting on 1 November (minutes not yet published)
3. Recommendations of the Strategy and Partnerships Scrutiny Committee of 8 November (not yet published)

"Will the cabinet member agree to issue the tender for Property & Facilities Procurement with the School Meals Service as a separate item, so that a decision can be made at a later date as to whether or not to include that service in the new contract?"

Councillor Couchman replied:

"During the debate at Council 1st November 2011, I committed the three potential bidders for the Property & Facilities Procurement to submit their bids on two bases (a) with Food with Thought included in the Contract and (b) with Food with Thought excluded from the Contract. The final decision as to whether Food with Thought is included in the Contract will be taken by Cabinet when it approves the preferred bidder probably at its meeting on 13th March 2012."

Councillor Roz Smith had given notice of the following question to the Leader (in the absence of Councillor Rose, Cabinet Member for Transport)

"When will the proposed temporary closure of the right hand turn from the A40 into Collinwood Road, Risinghurst take place?"

Councillor Mitchell replied:

"The closure will be in place in January. I do not think it is wise to have the closure in place during the Christmas period firstly because it isn't representative of normal traffic and secondly because the costs of carrying out any maintenance to signs and barriers will be higher.

On behalf of Cllr Rose I apologise that this matter has dragged on but I can confirm that he is personally committed to this trial and wishes to see it in place as soon as possible."

## **129/11 PETITIONS AND PUBLIC ADDRESS**

(Agenda Item. 5)

The following requests to address the meeting had been agreed:

Item 6 - Councillor Alan Armitage, Shadow Cabinet Member for Finance & Property;

Item 8 - Councillor David Turner, Shadow cabinet Member for Transport;

Item 10 – Councillor Ian Hudspeth, local member;

Item 11 – Councillor Jean Fooks, Opposition Deputy Leader.

## **130/11 2011/12 FINANCIAL MONITORING & BUSINESS STRATEGY DELIVERY REPORT - SEPTEMBER 2011**

(Agenda Item. 6)

Cabinet considered a report that set out the financial monitoring and business strategy delivery position covering the period to the end of September 2011. The report focused on the delivery of the Directorate Business Strategies which were agreed as part of the Service and Resource Planning Process for 2011/12 – 2015/16.

Councillor Alan Armitage, Shadow Cabinet Member for Finance & Property referred to the increase in the charge for disabled parking permits which he felt was not justified. The report did not state if administration charges were included in the report. Councillor Mitchell undertook to provide a written response on the costs of administering the permit scheme.

**RESOLVED:** to:

- (a) note the report and approve the virements as set out in Annex 2a;
- (b) approve the change to the Capital Programme as set out in annex 9c;
- (c) agree the bad debt write off as set out in paragraph 40; and
- (d) approve the proposed charge of £10 for the issuing of each Disabled Parking Permit as set out in Part 4 to be effective from 1 January 2012.

## **131/11 TREASURY MANAGEMENT MID TERM REVIEW**

(Agenda Item. 7)

Cabinet considered a report that set out the Treasury Management activity undertaken in the first half of the financial year in compliance with the CIPFA Code of Practice. The report included Debt and Investment activity, an update on Prudential Indicators, changes in Strategy, any Breaches of approved Strategy and a forecast of interest receivable and payable in the financial year.

The Cabinet Member for Finance & Property in introducing the report thanked the Treasury Management Team for all their efforts during a difficult financial period.

**RESOLVED:** to note the report, and to RECOMMEND Council to note the Council's Mid Term Treasury Management Review 2011/12.

### **132/11 OXFORDSHIRE CONCESSIONARY FARES SCHEME**

(Agenda Item. 8)

On 1 April 2011 Oxfordshire County Council took on the responsibility for administering the National Concessionary Fares scheme from the five Oxfordshire District Councils. In January 2011 Cabinet agreed the proposals for the 2011/2012 financial year and asked that a further report be submitted in time for decisions to be made for the 2012/2013 financial year and to report back on experience in running the scheme in the current year. Cabinet considered a report that dealt with the reimbursement of bus companies and the formal conditions of concessionary pass usage from the start of the 2012/2013 financial year.

Councillor David Turner, Shadow Cabinet Member for Transport, raised a number of detailed queries on the information contained in the report which were dealt with during the discussion.

During discussion Cabinet welcomed the report and in particular the retention of the 9.00 am start time for the use of the concessionary pass.

**RESOLVED:** to:

- (a) Retain the 09.00 start time for the use of Concessionary Passes on Monday to Friday.
- (b) Introduce a later cut off time of 24.00 Monday to Friday for the acceptance of Concessionary Passes.
- (c) retain the use of Concessionary Passes on Dial-a-Ride services for 2012/13, for review once the new Community Transport Strategy has been adopted.
- (d) Give the Deputy Director, Highways and Transport, in consultation with the Cabinet Member for Transport, delegated authority to:
  - i negotiate the most cost effective reimbursement scheme with the operators of commercial bus services;
  - ii negotiate the most appropriate solution for reimbursement with operators of subsidised services, including Dial-a-Ride and Community Transport services, including considering the effect of the Council issuing tenders for subsidised bus services without any separate concessionary fare reimbursement.

### **133/11 PROGRESS REPORT ON CLA AND LEAVING CARE**

(Agenda Item. 9)

Cabinet considered one of a regular series of reports that came to Cabinet on its role as legal "Corporate Parent" to the Children and Young People Looked After by the Council, and those Leaving Care to live independently.

During discussion Cabinet welcomed the improvement in exam results set out on page 20.

**RESOLVED:** to note the report.

### **134/11 WOODSTOCK PRIMARY SCHOOL**

(Agenda Item. 10)

Cabinet considered a report on the outcome of consultation, on proposals to expand Woodstock CE Primary School by increasing the school admission number (at F1 entry) from 30 to 45 with effect from 1 September 2013.

Councillor Ian Hudspeth, as a local member spoke in support of the proposals.

Note: As set out under Rule 17(a) of the Scrutiny Procedure Rules, this decision was exempt from Call-In as it was deemed urgent and any delay would have seriously prejudiced the Council's interests, in that the Cabinet's role would be negated by referral to the Schools' Adjudicator if the decision was not taken within two months of the end of the Statutory Notice, in this case being 5 October 2011.

**RESOLVED:** to:

- (a) consider the representations made in response to the statutory closure notice with particular reference to the issues detailed in paragraphs 12-20 and the Statutory Guidance; and
- (b) approve the permanent expansion of Woodstock CE Primary School with effect from 1 September 2013.

### **135/11 ESTABLISHMENT REVIEW - NOVEMBER 2011**

(Agenda Item. 11)

Cabinet considered a report that gave an update on activity since the implementation of the Establishment Review and associated Recruitment Approval process on 1 August 2005. Details of the agreed establishment figure at 30 September 2011 in terms of Full Time Equivalents was provided, together with the detailed staffing position at 30 September 2011. The report also contained information on grant funded posts and those vacancies which are being covered by agency staff and at what cost.

Councillor Jean Fooks, Opposition Deputy Leader, queried how successful the Council had been in seeking redeployment of staff where necessary.

**RESOLVED:** to:

- (a) note the report;
- (b) confirm that the Establishment Review continues to meet requirements in reporting and managing staffing numbers.

**136/11 FORWARD PLAN AND FUTURE BUSINESS**

(Agenda Item. 12)

The Cabinet considered a list of items (CA12) for the immediately forthcoming meetings of the Cabinet together with changes and additions set out in the schedule of addenda.

**RESOLVED:** to note the items currently identified for forthcoming meetings.

..... in the Chair

Date of signing .....