

To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 20 December 2011 at 2.00 pm

County Hall, Oxford, OX1 1ND

Joanna Simons

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Chief Executive

December 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>
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 Friday 30 December 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: 17 January 2012

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 - 6)

To confirm the minutes of the meetings held on 15 November and 12 December 2011 (**CA3a (attached) and 3b(to be circulated separately)**) and to receive any information from them.

4. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am two 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 (Pages 7 - 8)

6. 2011/12 Financial Monitoring & Business Strategy Delivery Report - October 2011 (Pages 9 - 56)

Cabinet Member: Finance & Property

Forward Plan Ref: 2011/141

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

Report by Assistant Chief Executive & Chief Finance Officer (**CA6**).

This report focuses 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. These form part of the forecast position for each Directorate. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of October 2011. The Capital monitoring is included at Part 3.

Cabinet is RECOMMENDED to:

- (a) note the report and approve the virements as set out in Annex 2a and agree the return to balances as set out in Annex 2e;***
- (b) Agree the Children's Act loan write off as set out in paragraph 44;***
- (c) Agree the creation of the Children, Education and Families reserves as set out in paragraphs 50 to 52;***
- (d) Approve the change to the Capital Programme as set out in annex 9c.***

7. Business Strategy and Service & Resource Planning Report for 2012/13 - 2016/17 - December 2011 (Pages 57 - 356)

Cabinet Member: Finance & Property

Forward Plan Ref: 2011/142

Contact: Lorna Baxter, Assistant Head of Finance (Corporate 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 2012/13 to 2016/17, providing councillors with information on budget issues for 2012/13 and the medium term. The report includes updated Directorate Business Strategies, along with a summary of the changes to the pressures and savings contained therein. It also provides an update on Government consultations and announcements; sets out the review of charges and provides a draft Capital Strategy, Corporate Asset Management Plan and Transport Asset Management Plan.

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) consider the revised Business Strategies (Annex 3) and the changes to the pressures and savings (Annex 2) in forming their budget proposals in January 2012;***
- (c) consider, in forming their budget proposals, the implications in 2013/14 of accepting the Council Tax Freeze Grant in 2012/13;***
- (d) agree that funding from the New Homes Bonus will be made available for capital as part of the Rolling Fund, noting that the allocation for 2012/13 is £1.068m;***
- (e) 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 6 noting that some of those charges will commence before April 2012; and***
- (f) agree the capital prioritisation assessment set out in Annex 8b.***

8. Director of Public Health Annual Report (Pages 357 - 394)

Cabinet Member: Leader

Forward Plan Ref: 2011/204

Contact: Jonathan McWilliam, Director of Public Health Tel: (01865) 336708

Report by Director of Public Health (**CA8**).

Cabinet requested to recommend the Council to receive the report and note its recommendations.

EXEMPT INFORMATION

*It is **RECOMMENDED** that the public be excluded for the duration of item 9 (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.*

THE REPORT RELATING TO THE EXEMPT ITEM HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS STRICTLY PRIVATE TO MEMBERS AND OFFICERS ENTITLED TO RECEIVE IT.

9. Development in the Oxfordshire Care Partnership Agreement (Pages 395 - 426)

Cabinet Member: Adult Services

Forward Plan Ref: 2010/216

Contact: Laurence Dowden, Service Manager, Major Projects Tel: (01865) 323685

Report by Director for Social & Community Services (**CA9**).

To seek approval to the principles for developing the Partnership Agreement with the Oxfordshire Care Partnership and specific service developments to achieve service and financial objectives of the Council and the Oxfordshire Care Partnership (OCP).

The information in this case is exempt in that it falls within the following prescribed categories:

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

and 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, in that otherwise commercially sensitive information would be disclosed to the detriment of the companies involved.

Cabinet is RECOMMENDED to

- (a) Note the negotiations underway to achieve savings via planned development of care homes, reduction in block beds, increased rental income, replacement of residential beds with extra care housing, retention of Lake House and Glebe House within the contract, providing continuing care beds through the OCP contract and further ad hoc block bed reductions;**
- (b) Note that there will be a special meeting of that Scrutiny Committee in early January to enable them to consider the proposals;**
- (c) Endorse the proposals for overall service redevelopments and the recommended changes to the OCP contract;**
- (d) Agree to the sale of the freeholds of 5 Phase 1 new build sites proposal to OCP for a capital receipt in order to achieve flexible reduction of the block contract subject to conclusion of ongoing negotiations;**
- (e) Delegate authority to the Director of Social and Community Service to sign off the changes to the OCP contract and the revised financial model with advice from the Chief Finance Officer and cabinet members for Finance and Property and Adult Services following a consultation with the Adult Services Scrutiny Committee in January 2012.**

10. Hampshire and Oxfordshire County Council ICT Partnership (Pages 427 - 430)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2011/184

Contact: Graham Shaw, Head of ICT Business Delivery Tel: 07939069084

Report by Director for Environment & Economy (**CA10**).

CT managers from Oxfordshire and Hampshire have explored opportunities for a closer tactical working relationship between the two ICT functions to mutual advantage. The conclusion is that a formal Partnership Agreement on ICT between the two ICT Services is being recommended to both Councils

The Partnership Agreement is allowed for under Section 101(5) Local Government Act 1972.

Under the agreement a Joint Board will be established to manage and develop the working relationship. The agreement is constituted as a framework allowing for further service operations to be added by mutual agreement.

The first service area under consideration is SAP Applications Support from Hampshire to Oxfordshire.

It is proposed that the Partnership Agreement will commence on 1 February 2012.

Oxfordshire's current contract for SAP Application Support expires in October 2012. SAP Support through the Partnership will commence at a mutually beneficial time and based on concluding a satisfactory agreement with the existing supplier.

Transferring support in this way will enable Oxfordshire to realise savings in excess of £1 Millions by 2015 and avoid a costly new procurement exercise.

Cabinet is asked to decide on whether this Partnership Agreement should proceed.

Cabinet is RECOMMENDED: to:

- (a) agree the establishment of a Joint ICT Partnership between the Oxfordshire County Council and Hampshire County Council ICT Services;***
- (b) agree the first area of partnership collaboration to be the provision of SAP Support to Oxfordshire;***
- (c) agree that the Cabinet portfolio holder for ICT has responsibility for approval of other potential areas of collaboration, that have material or significant impact,***
- (d) delegate responsibility for agreement to the finalised Partnership agreement to the Cabinet Portfolio Holder for ICT***

11. Corporate Plan Performance and Risk Management Report for the 2nd Quarter 2011 (Pages 431 - 440)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2011/143

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

Report by County Council Management Team (**CA11**).

Quarterly Performance Monitoring report.

12. Forward Plan and Future Business (Pages 441 - 442)

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.

