

To: Members of the Cabinet

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

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

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

*Joanna Simons*

Joanna Simons  
Chief Executive

January 2012

Contact Officer:

**Sue Whitehead**

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### *Councillors*

### **Membership**

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|-----------------------|--|
| 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 &amp; Families</i> |
| Jim Couchman          | - <i>Cabinet Member for Finance &amp; Property</i>             |
| Lorraine Lindsay-Gale | - <i>Cabinet Member for Growth &amp; Infrastructure</i>        |
| Kieron Mallon         | - <i>Cabinet Member for Police &amp; Policy Co-ordination</i>  |
| Mrs J. Heathcoat      | - <i>Cabinet Member for Safer &amp; 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 Wednesday 25 January 2012 on 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: 6 February 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 - 8)

To approve the minutes of the meeting held on 20 December 2011 (**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. 2011/12 Financial Monitoring & Business Strategy Delivery Report - November 2011 (Pages 9 - 46)

*Cabinet Member:* Finance & Property

*Forward Plan Ref:* 2011/153

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

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

Monthly financial report on revenue and capital spending against budget allocations,

including virements between budget heads.

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

- (a) note the report and approve the virements as set out in Annex 2a;***
- (b) agree the bad debt write off as set out in paragraph 33; and***
- (c) agree the creation of the new reserve as set out in paragraph 39.***

## **7. The New Council Plan (Pages 47 - 70)**

*Cabinet Member:* Leader and Police & Policy Co-ordination

*Forward Plan Ref:* 2011/156

*Contact:* Maggie Scott, Senior Policy & Improvement Manager Tel: (01865) 816081

Report by Senior Policy & Improvement Manager (**CA7**).

To sign off the Council Plan 2012/13 in advance of consideration by Council.

***Cabinet is RECOMMENDED to approve the Council's draft Corporate Plan going before Council on 7<sup>th</sup> February 2012.***

## **8. Business Strategy and Service & Resource Planning Report for 2012/13 - 2016/17 - January 2012 (Pages 71 - 276)**

*Cabinet Member:* Finance & Property

*Forward Plan Ref:* 2011/154

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

Report of the Cabinet Member for Finance & Property (**CA8A**)

Report by Assistant Chief Executive & Chief Finance Officer (**CA8B**).

This report is the final report to Cabinet in the series on the Business Strategy and Service & Resource Planning process for 2012/13 to 2016/17, providing councillors with information on budget issues for 2012/13 and the medium term. If any information is outstanding at the time of the Cabinet meeting, it will be reported to Council when it considers the budget on 7 February 2012.

The report sets out the latest information on the Council's financial position, includes the Treasury Management Strategy for 2012/13 and considers the capital funding, including an updated Capital Programme.

The Cabinet Member for Finance & Property has prepared a separate report, circulated alongside this report, which sets out the basis for the Cabinet's proposals to Council for the 2012/13 budget and Medium Term Financial Plan (MTFP) to 2016/17. This takes into consideration comments on the draft budget proposals from the individual Scrutiny Committees in December 2010 as well as the latest information on the Council's financial position as outlined in this report. It also takes account of the public consultation on the budget, the outcomes of which are set out in an annex to that report.

**The Cabinet is RECOMMENDED to:**

- (a) **(in respect of revenue) RECOMMEND Council to approve:**
- (1) **a budget for 2012/13 and a medium term plan to 2016/17, based on the proposals set out by the Leader and Cabinet Member for Finance;**
  - (2) **a council tax requirement (precept) for 2012/13;**
  - (3) **a council tax for band D equivalent properties;**
  - (4) **virement arrangements to operate within the approved budget;**
- (b) **(in respect of treasury management) RECOMMEND Council to approve:**
- (1) **the Treasury Management Strategy Statement ;**
  - (2) **Prudential Indicators from April 2012;**
  - (3) **that in relation to the 2012/13 strategy any further changes required be delegated to the Chief Finance Officer in consultation with the Leader and Cabinet Member for Finance.**
- (c) **RECOMMEND Council to approve the Minimum Revenue Provision Methodology Statement as set out in paragraphs 10 to 13 of Annex 7.**
- (d) **(in respect of capital) RECOMMEND Council to approve:**
- (1) **the updated Capital Strategy, Corporate Asset Management Plan and Transport Asset Management Plan;**
  - (2) **a Capital Programme for 2011/12 to 2016/17;**
  - (3) **Prudential Indicators from April 2012.**
- (e) **to delegate authority to the Leader of the Council, following consultation with the Chief Finance Officer, to make appropriate changes to the proposed budget.**

## **9. Rail Strategy for Oxfordshire (Pages 277 - 386)**

*Cabinet Member: Transport*

*Forward Plan Ref: 2011/206*

*Contact: John Disley, Strategic Manager Policy & Strategy Tel: (01865) 810460*

Report by Deputy Director for Environment & Economy – Highways & Transport (**CA9**).

This report sets out the proposed Rail Strategy for Oxfordshire, to cover the period up to 2034 which includes the next four rail 'control periods' for investment. Subject to approval, stakeholder consultation on this Strategy will take place in February and March (details of which are covered in the report), with the final agreed version to be included in the Council's updated Local Transport Plan 3 in spring 2012.

The report sets out how investment in rail will play a key role in supporting

Oxfordshire's economic development and the opportunity for Rail to establish itself as part of the backbone of Oxfordshire's transport network, linking the key settlements in the Oxfordshire Growth Arc - Science Vale, Oxford and Bicester, offering a genuine alternative to the A34 and other strategic corridors for many journeys. With significant economic growth and forecast increases in demand for travel, there has never been a more important time for Oxfordshire to develop a long term rail strategy and timing is crucial: the Great Western Rail Franchise is being re-let from May 2013 for a potential 15 year period. and Decisions are also due over the coming months on rail investment priorities. Therefore, it is important that the County Council gives a clear view on its priorities for investment in infrastructure and services over this period

The Strategy is in two parts: part 1 covers policy and strategy, setting out Oxfordshire's approach to rail and its importance in meeting economic, growth and other objectives. Part 2 is a Delivery Plan which shows, by route, what Oxfordshire (working in partnership with the rail industry) wants to see happen. This report highlights the key issues for each part, identifying the strategic considerations and implications for the Council.

***The Cabinet is RECOMMENDED to***

- (a) approve the draft Rail Strategy for Oxfordshire as set out in Annex 2 of this report, for stakeholder consultation; and***
- (b) propose that a final version of this Strategy is brought back for approval by Cabinet (and incorporated into an updated LTP3 for Oxfordshire), taking into account views expressed.***

## **10. Joint Strategic Commissioning Arrangements with NHS Buckinghamshire and Oxfordshire Cluster PCT (Pages 387 - 392)**

*Cabinet Members:* Adult Services and Children, Education & Families

*Forward Plan Ref:* 2011/167

*Contact:* Sara Livadeas, Deputy Director of Joint Commissioning Tel: (01865) 323968

Report by Director for Social & Community Services and Director for Children, Education & Families (**CA10**).

The s75 NHS Act Pooled Commissioning Agreement for Mental Health between Oxfordshire County Council (OCC) and Oxfordshire PCT (OPCT) expires on 31 March 2012. The current mental health commissioning strategy (Better Mental Health in Oxfordshire) expires at the same time.

This paper proposes that

- the current s75 Agreement between OCC and OPCT should be extended from April 2012 to 31 March 2013
- The scope of the current s75 agreement should be extended to include specialist and targeted mental health services for children and young people
- The s75 agreement should be reviewed again during 2012-13 as part of the wider discussions in relation to the developing Health and Wellbeing Board
- The current s75 agreement should be amended. It needs to change to reflect the

increase in scope to cover specialist and targeted services for children and young people and needs to be redrawn to deliver the outcomes defined by the HWB.

These proposals have been approved by

- Oxfordshire Clinical Commissioning Group at its meetings on 19/7/2011 and 25/10/2011
- Oxfordshire Children's Trust at its meeting on 23/9/2011
- The Mental Health Commissioning Joint Management Group at its meeting on 14/11/2011

These proposals have been subject to engagement both by NHS Oxfordshire and the Children and Young People's Sounding Board. There has been a significant degree of support as is set out in the report. As the proposals do not relate to any changes in service provision, HOSC have confirmed that the engagement undertaken was appropriate in view of the level of change proposed

***The Cabinet is RECOMMENDED to***

- (a) ***approve the proposals:***  
***to widen the scope of the Mental Health strategy as set out in paragraph 12;***  
***to extend the current s75 to April 2013***  
***to transfer the Council's funding for specialist and targeted Child and Adolescent Mental Health Services (CAMHS) into the section 75 agreement;***  
***and***
- (b) ***to grant delegated powers to Directors and s151 officers to develop and sign off the section 75 agreement***

## **11. Ridgeway Partnership Merger/Acquisition (Pages 393 - 398)**

*Cabinet Member: Adult Services*

*Forward Plan Ref: 2011/212*

*Contact: Ann Nursey, Lead Commissioner Learning Disability Services Tel: (01865) 323669*

Report by Director for Social & Community Services (**CA11**).

Ridgeway Partnership (Oxfordshire Learning Disability NHS Trust) is commissioned by Oxfordshire County Council to provide both social care and specialist health services to people with learning disabilities in Oxfordshire. The total contract value is £20m per annum and they are the largest learning disability service provider in Oxfordshire.

In line with the Department of Health's policy that all NHS Trusts have to become Foundation Trusts, or become part of an existing Foundation Trust by 2014, the Strategic Health Authority is currently leading a process through which existing Foundation Trusts are bidding to acquire Ridgeway Partnership. As the main commissioner of Ridgeway's services, the Oxfordshire Lead Commissioner is a member of the project board.

On 5th July 2011 the Cabinet Member for Adult Services, through a delegated decision,

agreed to include the services purchased from Ridgeway Partnership by Oxfordshire County Council in the NHS merger/acquisitions process, and requested that the recommendation to appoint a preferred provider to acquire Ridgeway Partnership NHS Trust be brought to cabinet for approval in early 2012. This report outlines the process so far and seeks approval of progress, and of the request for the final approval of the recommended preferred bidder to be delegated to the cabinet member for adult services.

***The Cabinet is RECOMMENDED to***

- (a) confirm that, on the basis of the processes so far, the Council is willing to continue with the services it purchases from Ridgeway Partnership being included as part of the business to be acquired; and***
- (b) request that the final approval to proceed with the transfer of the services the Council purchases to the preferred bidder be delegated to the Cabinet Member for Adult Services.***

**12. Renewal of Real Time Information (RTI) System Contract (Pages 399 - 414)**

*Cabinet Member: Transport*

*Forward Plan Ref: 2011/145*

*Contact: Chris Spry, Senior Transport Planner, Tel: (01865) 815711*

Report by Deputy Director, Highways & Transport (**CA12**).

This report seeks approval for continuation of the Real Time Passenger Information (RTPI) services currently provided by Oxfordshire County Council and its project partners, Oxford Bus Company, Stagecoach in Oxfordshire and Thames Travel Ltd, for bus users throughout Oxfordshire.

The provision of Real Time Passenger Information has been generally welcomed by Oxfordshire residents as is evidenced by public research, online feedback, and through the popularity of web and mobile phone services.

The report describes the development of the system since installation in 2004, and provides details of the current services provided.

The County Council's existing RTPI contract (with Vix Technology Ltd) expires on 30<sup>th</sup> March 2012. Therefore, it is now necessary to put in place formal arrangements to ensure the performance standards achieved thus far are maintained and extended in the future, in order to meet rising public expectations.

The outcome of a completed tender evaluation is summarised, demonstrating that a new supplier has submitted the most economically advantageous (and cost-effective) solution.

The Council's project partners continue to make substantial investment in Real Time Passenger Information. The report highlights the extent of this funding and



consequently the forecast requirement for revenue support from within Highways & Transport budgets between 2012/13 and 2015/16.

**The Cabinet is RECOMMENDED to**

- (a) **authorise the Deputy Director (Highways & Transport), in consultation with the Cabinet Member for Transport, to award the contract for RTPI based on the recommendations contained in this report to Cloud Amber Ltd;**
- (b) **authorise the use of Highways & Transport budgets for the continued maintenance of RTPI services as detailed in section 22 of this report until 30<sup>th</sup> March 2016; and**
- (c) **authorise the Deputy Director, Highways & Transport in consultation with the Cabinet Member for Transport to approve up to two years contract extension with suitable budgetary provision, subject to the contractor achieving appropriate standards of service delivery.**

### **13. Military Champions (Pages 415 - 418)**

*Cabinet Member: Leader*

*Forward Plan Ref: 2011/215*

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

Report by County Solicitor & Monitoring Officer (**CA13**).

To agree the appointments of Military Champions.

**The Cabinet is RECOMMENDED to appoint the following Councillors as Military Champions:**

- 1. Bicester Garrison : Cllr Kieron Mallon**
- 2. RAF Brize Norton: Cllr Donald Robert Seale**
- 3. Abingdon Station: Cllr Sandy Lovatt**
- 4. Vauxhall Barracks: Cllr Tony Harbour**
- 5. RAF Benson:**
- 6. Defence Academy Shrivenham: Cllr Keith Mitchell  
(as Leader of the Council)**

### **14. Independent Admission Appeals - Panel Member Arrangements (Pages 419 - 424)**

*Cabinet Member: Deputy Leader*

*Forward Plan Ref: 2011/086*

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

Report by County Solicitor & Monitoring Officer (**CA 14**).

To review the arrangements for Panel Members including expenses.

***The Cabinet is RECOMMENDED to RECOMMEND the Council:***

- (a) ***to approve, for school admission and exclusion appeal panel members, the same travel and subsistence allowances as are payable to members of the Council, subject to the same requirements as to the submission of claims and the supply of evidence except that the rate for the first 10,000 miles claimed for car travel be set at 40p per mile and not 35p per mile***
- (b) ***to continue to pay £100 per day as the maximum amount payable to a school admission or exclusion appeal panel member for financial loss necessarily incurred as a result of attendance at an appeal panel hearing, subject to sufficient documentary evidence being produced to identify actual loss; and***
- (c) ***that the revised allowances and rates be effective from 1 April 2011***

## **15. Forward Plan and Future Business (Pages 425 - 428)**

*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 **CA15**. 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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