



To: All Members of the Council

Notice of a Meeting of the Cabinet

Tuesday, 21 May 2013 at 2.00 pm

County Hall, Oxford, OX1 1ND

Joanna Simons

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Chief Executive

May 2013

*Contact Officer: **Sue Whitehead**
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Membership

Cabinet Membership and responsibilities to be announced following election of the leader of the Council at the County Council meeting on 14 May 2013

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Wednesday, 29 May 2013 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: 18 June 2013

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

List of Disclosable Pecuniary Interests:

Employment (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines. <http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Rachel Dunn on (01865) 815279 or rachel.dunn@oxfordshire.gov.uk for a hard copy of the document.

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 16 April 2013 (**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

EXEMPT ITEM

In the event that any Member or Officer wishes to discuss the information set out in the Annex to Item 9, the Cabinet will be invited to resolve to exclude the public for the consideration of the annex by passing a resolution in relation to that item in the following terms:

"that the public be excluded during the consideration of the Annex to the report since it is likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda since it is

considered that, in all the circumstances of each case, the public interest in exemption outweighs the public interest in disclosing the information. ”.

NOTE: The report does not contain exempt information and is available to the public. The exempt information is contained in the confidential annex.

THE ANNEX HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS ‘CONFIDENTIAL’ BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

THIS IS FOR REASONS OF COMMERCIAL SENSITIVITY AND THE FINANCIAL RISK TO THE COUNCIL IF THE CONTENTS ARE DISCLOSED.

THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH OTHERS AND NO COPIES SHOULD BE MADE.

6. Procurement of Better Broadband for Oxfordshire (Pages 9 - 26)

Cabinet Member: Business & Communications

Forward Plan Ref: 2012/195

*Contact: Graham Shaw, Deputy Director for Environment & Economy – Oxfordshire
Customer Services Tel: (01865) 816593*

Report by Director for Environment & Economy (**CA6**).

The information contained in the annex is exempt in that it falls within the following prescribed category:

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

It is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would distort the proper competitive dialogue process between the authority with another party for the purposes described and would prejudice the position of the authority in those negotiations and other negotiations of a similar nature in future.

This report sets out an update of the Better Broadband Programme currently in closed contract negotiations as part of a competitive dialogue process.

Discussions on the programme and progress were recently reported at both the Growth and Infrastructure Scrutiny Committee ([http://mycouncil.oxfordshire.gov.uk/Published/C00000136/M00003301/AI00008696/\\$Broadbandupdatepaperv2.docx.pdf](http://mycouncil.oxfordshire.gov.uk/Published/C00000136/M00003301/AI00008696/$Broadbandupdatepaperv2.docx.pdf)) as well as the Strategy and Partnerships Scrutiny Committee ([http://mycouncil.oxfordshire.gov.uk/Published/C00000136/M00003301/AI00008696/\\$Broadbandupdatepaperv2.docx.pdf](http://mycouncil.oxfordshire.gov.uk/Published/C00000136/M00003301/AI00008696/$Broadbandupdatepaperv2.docx.pdf)) in November.

The Cabinet is RECOMMENDED to

(a) endorse the progress to date and the Stage 2 Business Case; and

- (b) ***delegate to the Chief Finance Officer and Director for Environment & Economy in consultation with the Leader the authority to approve the detailed project appraisal.***

7. Results of New Schools for Didcot Public Consultation, and Subsequent Academy Specification (Pages 27 - 46)

Cabinet Member: Education

Forward Plan Ref: 2013/034

Contact: Diane Cameron, School Organisation Officer Tel: (01865) 816445

Report by Director for Children's Services (**CA7**).

This report details the background to, process of and outcomes of a public consultation on new schools required for Great Western Park in Didcot/Harwell.

Didcot is planned to grow by 9,000 homes over the next 20 to 25 years. In the first instance, school models and providers need to be identified to meet the needs of the Great Western Park development of around 3300 homes. However, planning for these, in particular for secondary education, needs to take place within the longer term, broader context of development in Didcot.

A public consultation was carried out to hear the views of the local community and other interested parties on what type of new schools they would like to see being built. The findings from this consultation are set out in the report.

The consultation responses fed in to the writing of a specification for the new schools needed, and this draft specification is appended as Annex 1.

The Cabinet is RECOMMENDED to note the outcomes of the consultation into new schools for Didcot and RECOMMENDED to approve the specification as the basis for seeking academy providers for the Great Western Park schools.

8. Edward Feild Nursery School - Proposal to Close and Provide Alternative Early Years Provision (Pages 47 - 60)

Cabinet Member: Education

Forward Plan Ref: 2013/045

Contact: Debra Rouget, Sufficiency & Access Manager, Early Years & Childcare Tel: (01865) 810617

Report by Director for Children's Services (**CA8**).

In April 2011 changes by the DfE to the method of funding of Early Years places required the implementation of an Early Years Single Funding Formula. As a result, for attached nursery schools, there is now no financial advantage to running two establishments in parallel and the duplication of work and time is an unnecessary drain on resources.

School Organisation and Planning officers met with Headteachers of attached nursery schools in 2012 to outline the option of merging with their federated primary school. Edward Feild Nursery School proposed instead the closure of the Nursery School and expansion of the successful on-site voluntary Playgroup. Officers have supported the School in evaluating the financial, quality and accommodation aspects of this proposal and published an informal consultation on 17 March 2013. The period in which representations could be made by interested parties closed on the April and these are summarised in the report. Two objections were received. A formal decision is required by Cabinet on whether to publish a Statutory Notice to close Edward Feild Nursery School at the end of the Autumn term 2013.

The Cabinet is RECOMMENDED to approve publication of a Statutory Notice for the Closure of Edward Feild Nursery School

9. Staffing Report - Quarter 4 (Pages 61 - 64)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2012/169

Contact: Sue Corrigan, Strategic HR Manager Tel: (01865) 810280

Report by Head of Human Resources (**CA9**).

This report gives an update on staffing numbers and related activity during the period 1 January 2013 to 31 March 2013. It gives details of the agreed staffing numbers and establishment at 31 March 2013 in terms of Full Time Equivalents. These are also shown by directorate in Appendix 1. In addition, the report provides information on vacancies and the cost of posts being covered by agency staff.

The report also tracks progress on staffing numbers since 1 April 2010 as we implement our Business Strategy.

The Cabinet is RECOMMENDED to:

(a) note the report;

(b) confirm that the Staffing Report meets the Cabinet's requirements in reporting and managing staffing numbers.

10. Forward Plan and Future Business

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 **CA**. 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.
