

Committee: Executive
Date: Monday 3 August 2009
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

**Councillor Barry Wood
(Chairman)**

Councillor Ken Atack

Councillor Norman Bolster

Councillor Michael Gibbard

Councillor G A Reynolds (Vice-Chairman)

Councillor James Macnamara

Councillor Kieron Mallon

Councillor Nigel Morris

Councillor D M Pickford

Councillor Nicholas Turner

AGENDA

1. Apologies for Absence

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest that they may have in any of the items under consideration at this meeting.

3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

4. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

5. **Minutes** (Pages 1 - 11)

To confirm as a correct record the Minutes of the meeting held on 6 July 2009.

Strategy and Policy

6. **Planning for Swine Flu Pandemic** (Pages 12 - 18)

6.35 pm

Report of Head of Legal and Democratic Services, Head of Human Resources and Head of Safer Communities & Community Development

Summary

To inform the Executive of the current situation and seek approval for proposed actions in the event of significant levels of illness.

Recommendations

The Executive is recommended to:

- 1) Note that the government may consider extending self certification from 7 days to 14 days and that a signed medical certificate will not be required.
- 2) Utilise the ICT contingency reserve to fund expenditure of £15 000 to upgrade the IT infrastructure and ensure that home working is available to all who need it.
- 3) Agree to provide mutual aid and assistance to the PCT as requested which will include making available the locations noted in the report as antiviral distribution centres and redeploying staff if requested provided those staff have the same level of protection as NHS staff. To agree that mutual aid be made available to neighbouring local authorities subject to local circumstances and availability.
- 4) Agree that the trigger for activating the Council's Pandemic Flu Plan will be when the first case is reported in a current employee.
- 5) Agree that if necessary all Executive powers be delegated to an urgency committee made up of any three of the Executive which shall include the Leader or Deputy Leader of Council if possible.
- 6) Recommend to Council that in the event of an ongoing emergency an Emergency General Purpose Committee be constituted to make any decisions the Council is able to make which are not part of the Executive functions or reserved in legislation to full Council. The composition of the Emergency General Purpose Committee would be the Leader of Council with any member of the Executive as substitute, the Deputy Leader with any member of the majority group as substitute and the Leader of the opposition, with any member of the opposition group as substitute.

7. Planning for Gypsies, Travellers and Travelling Show People in the South East (Pages 19 - 35) **6.45 pm**

Report of the Head of Planning and Affordable Housing Policy and the Head of Housing Services

Summary

To consider the Council's response to the next stage of regional consultation on the number and distribution of 'pitches' and 'plots' for Gypsies and Travellers and Travelling Showpeople.

Recommendations

The Executive is recommended to:

- 1) Raise no objection to the South East England Partnership Board's recommendations to the Secretary of State for Communities and Local Government;
- 2) Endorse this report as the Council's formal response to the Secretary of State;
- 3) Note the need for partnership working and key stakeholder involvement in preparing planning and housing policy for Gypsies, Travellers and Travelling Showpeople and in identifying suitable sites and appropriate means of site delivery.

Service Delivery and Innovation

8. Food Waste Recycling Service (Pages 36 - 43) **6.55 pm**

Report of Head of Environmental Services

Summary

To approve the policies and the delivery strategy of the food waste recycling service.

Recommendations

The Executive is recommended to:

- 1) Approve the policies set out for the food waste recycling scheme using the existing brown bin
- 2) Note the changes in rollout strategy due to delays in the provision of the outlet
- 3) Note the proposed rollout programme of food waste recycling from October 2009

9. Rural Affordable Housing and Improvement Plan Update **7.15 pm**
(Pages 44 - 57)

Report of Head of Housing Services

Summary

To advise Executive of the outcomes of the additional recommendations that Executive agreed as part of the initial consideration of an Improvement Plan to deal with the bringing forward of rural affordable housing on Rural Exception Sites.

Recommendations

The Executive is recommended to:

- 1) Note the outcomes of actions arising from each of the three additional resolutions made at the Executive meeting of 11 May 2009 following its consideration of the Rural Affordable Housing and Exception Sites
- 2) Endorse a revised Rural Affordable Housing Improvement Plan that incorporates the research and activities undertaken following the additional actions agreed at the Executive meeting of May 2009.

Value for Money and Performance

10. Place Survey 2009 Results (Pages 58 - 90) **7.30 pm**

Report of Chief Executive and Community and Corporate Planning Manager

Summary

This report presents the results of the Place Survey. It includes some general analysis of the 18 national performance indicators and satisfaction measures that are collected through the Place Survey and reported on by Cherwell District Council.

Recommendations

The Executive is recommended to:

- 1) Note the results of the 18 national indicators as measured by the Place Survey.
- 2) Note the results of the 4 national indicators that are included within the Oxfordshire Local Area Agreement.
- 3) Request relevant officers take appropriate steps to address areas for development or improvement as identified.

11. Performance Management Framework Quarter 1 Report
(Pages 91 - 137)

7.45 pm

Report of the Chief Executive and Head of Improvement

Summary

This report covers the Council's performance for the period April to June 2009 as measured through the Performance Management Framework

Recommendations

The Executive is recommended to:

- 1) Confirm that the responses in paragraph 2.1 to the issues raised in the 2008/09 Annual Performance Report are satisfactory or to request any further information or action.
- 2) Note the many achievements referred to in paragraph 1.3.
- 3) Agree officers' report in the second quarter report performance report on the items shown in paragraph 1.4 where performance did not meet the required target or there are issues of concern.

12. 2009/10 Projected Revenue & Capital Out turn at 30 June 2009 and 2008/09 Treasury Management Annual Report (Pages 138 - 155)

8.00 pm

** Appendix 1 to follow **

Report of Head of Finance

Summary

This report summarises the Council's Revenue and Capital performance for the first 3 months of the financial year 09/10 and projections for the full 09/10 period. These are measured by the budget monitoring function and reported via the Performance Management Framework (PMF) informing the 09/10 budget process currently underway.

To receive information on treasury management performance and compliance with treasury management policy during 2008/9 as required by the Treasury Management Code of Practice. This report also reviews the treasury performance in Q1 2009/10.

Recommendations

The Executive is recommended to:

- 1) Note the projected revenue & capital position at June 2009.
- 2) Note the performance against the 2008/09 investment strategy and the financial returns from each of the 3 funds detailed in Appendix 1 and 2.
- 3) Note the Q1 performance against 2009/10 investment strategy.

13. **Request for Funding for Temporary Accommodation from CDC Capital Receipts** (Pages 156 - 160) **8.15 pm**

Report of Head of Housing

Summary

This report is to seek approval for a number of schemes using the capital receipts ring fenced for social housing (Homelessness Initiatives) and in line with Cherwell's Temporary Accommodation Strategy 2008-2011

Recommendations

The Executive is recommended to:

- 1) Approve a Supplementary Capital Estimate for the schemes detailed below, to be funded from earmarked Capital Receipts set-up from the sale of Temporary Accommodation premises.
 - Capital funding for 365, Warwick Road, Banbury - £74,000
 - An Acquisitions Scheme for temporary accommodation - £430,000 (maximum budget)
 - An Acquisitions Scheme for move on accommodation for young people with high support needs –cost based on tender quotations

Urgent Business

14. **Urgent Business**

Any other items which the Chairman has decided is urgent.

15. **Exclusion of the Press and Public**

The following report(s) contain exempt information as defined in the following paragraph(s) of Part 1, Schedule 12A of Local Government Act 1972.

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

Members are reminded that whilst the following item(s) have been marked as exempt, it is for the meeting to decide whether or not to consider each of them in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to pass the following recommendation:

“That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following item(s) of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraph(s) 2 of Schedule 12A of that Act.”

(Meeting scheduled to close at 8.25 pm)

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221587 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item. The definition of personal and prejudicial interests is set out in the constitution. The Democratic Support Officer will have a copy available for inspection at all meetings.

Personal Interest: Members must declare the interest but may stay in the room, debate and vote on the issue.

Prejudicial Interest: Member must withdraw from the meeting room and should inform the Chairman accordingly.

With the exception of the some very specific circumstances, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Queries Regarding this Agenda

Please contact James Doble, Legal and Democratic Services james.doble@cherwell-dc.gov.uk (01295) 221587

Mary Harpley
Chief Executive

Published on Friday 24 July 2009