

Committee: Executive
Date: Monday 12 April 2010
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Barry Wood (Chairman)	Councillor G A Reynolds (Vice-Chairman)
Councillor Ken Atack	Councillor Norman Bolster
Councillor Michael Gibbard	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 - 6)

To confirm as a correct record the Minutes of the meeting held on 1 March 2010.

Strategy and Policy

6. **Corporate Procurement Strategy and Action Plan** (Pages 7 - 48) **6.35 pm**

Report of Head of Finance

Summary

This report brings forward for Members' approval, the procurement strategy for the council. The primary objective of the procurement strategy is to procure services that are affordable, fit for the purpose, meet the needs of local people and service users and provide value for money.

Recommendations

The Executive is recommended to:

- (1) Consider and approve the draft procurement strategy for the council which is attached at Appendix A.

Service Delivery and Innovation

7. **Customer Access by Phone** (Pages 49 - 58) **6.45 pm**

Report of Head of Customer Service and Information Systems

Summary

This report seeks approval for a new approach to using our contact centre and switchboard telephone systems to improve their resilience, make it quicker for customers to get the information they need, and improve the quality of information available to the Council about how calls are handled.

Recommendations

The Executive is recommended to:

- (1) Approve the use of a short menu of options on some of the main customer contact numbers as illustrated at appendix 1.
- (2) Approve the use of recorded information on those lines where customer research has shown it to be helpful to the customer.
- (3) Note the improvement to telephony response and business continuity for customer contact brought about by these changes.
- (4) Approve development of a publicity campaign to help customers get the best number for their service requirements.

- (5) Approve the use of mystery shopping to measure the completeness of service delivered at first contact by phone.

Value for Money and Performance

8. **Overview and Scrutiny: Report of Resources and Performance Scrutiny Board: Partnership Scrutiny - Oxfordshire Rural Community Council**
(Pages 59 - 86) 6.55 pm

Report of Head of Legal and Democratic Services

Summary

To consider the Resources and Performance Scrutiny Board report on the Council's partnership with Oxfordshire Rural Community Council.

A member of the Resources and Performance Scrutiny Board will attend the meeting to present the report.

Recommendations

The Executive is recommended to:

- (1) Note the work of the Resources and Performance Scrutiny Board scrutiny review into the Council's partnership with Oxfordshire Rural Community Council.
- (2) Agree the Resources and Performance Scrutiny Board recommendations regarding the Council's partnership with Oxfordshire Rural Community Council as detailed below:

Recommendation 1:

That it be noted that the Council's partnership with Oxfordshire Rural Community Council is an important partnership which should continue and be regarded as critical to the delivery of the rural agenda.

Recommendation 2:

That a Service Level Agreement for the rural community development and community transport elements of the partnership be adopted.

Recommendation 3:

That an annual programme of aims/objectives (aligned to the Rural Strategy Action Plan and the Council's corporate priorities) be agreed with Oxfordshire Rural Community Council and regularly reviewed and monitored by officers, the elected Member representative from a rural ward and reported to the Portfolio Holder.

Recommendation 4:

That the role and involvement of elected Members (the representative from a rural ward and the Portfolio Holder) in the Council's partnership with Oxfordshire Rural Community Council be clarified and strengthened.

Recommendation 5:

That the elected Member representative from a rural ward should work closely with rural community development officers and community transport officers to provide overall steer and direction for the partnership.

Recommendation 6:

That the Resources and Performance Scrutiny Board should monitor progress against each of the above recommendations and review the situation, initially in September 2010.

9. **LGPS Pension Scheme Update** (Pages 87 - 110)

7.10 pm

Report of Head of Finance

Summary

This report sets out an overview of the current position on the funding of the pension scheme, the potential implications arising from the triennial review of the pension fund and a review of local discretions on the scheme.

Recommendations

The Executive is recommended to:

- (1) Note the contents of the report.
- (2) Ask officers to provide an analysis of the financing options available to the Council once the 2010 valuation is finalised including the impact on the Medium Term Financial Strategy.
- (3) Approve the changes to local pension discretions as detailed in Appendix 1.

10. **Performance Management Framework Corporate Scorecard, Performance and Risk Reporting in 2010/11** (Pages 111 - 128)

7.25 pm

Report of Chief Executive and Community and Corporate Planning Manager

Summary

This report introduces the Corporate Scorecard and performance reporting arrangements for 2010/11. It includes the proposed format and content of the Corporate Scorecard and performance reports through which the Council will monitor and report its priority targets around strategic priorities, service delivery and organisational performance.

Recommendations:

The Executive is recommended to:

- (1) Agree the proposed scorecard, performance reports and performance monitoring arrangements for 2010/11.
- (2) Adopt the updated risk strategy for 2010/11 and agree the Risk Register comprising strategic, corporate and partnership risks for 2010/11.

Other Matters

11. Constitution Update (Pages 129 - 164)

7.40 pm

Report of Head of Legal and Democratic Services

Summary

To approve amendments and updates to the Council's constitution

Recommendations

The Executive is recommended to ask Council to approve the following:

- (1) To approve the changes to the scheme of delegation detailed in this report and to delegate to the Head of Legal and Democratic Services the detailed reallocation of powers reflecting the recent review of the Extended Management Team and the retirement of the Head of Safer Communities and Community Development.
- (2) To approve the revised Proper Officer provisions (Appendix 1).
- (3) To approve the changes to the Contract Procedure Rules detailed in this report.
- (4) To approve the revised and updated Finance Procedure Rules (Appendix 2).

Urgent Business

12. Urgent Business

Any other items which the Chairman has decided is urgent.

13. Exclusion of the Press and Public

The following reports contain exempt information as defined in the following paragraphs 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).

5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

Members are reminded that whilst the following items 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 paragraphs 3 and 5 of Schedule 12A of that Act.”

14. Value for Money Review of Finance (Pages 165 - 178) 7.45 pm

Report of Chief Executive and Head of Finance

15. Legal Action to Recover Icelandic Deposits (Pages 179 - 184) 7.55 pm

Report of Head of Legal and Democratic Services and Head of Finance

(Meeting scheduled to close at 8.05 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 Part 5 Section A of 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 Wednesday 31 March 2010