

**Summary of the decisions taken at the meeting
of the Executive held on 12 April 2010**

1. Date of publication of this summary:-

13 April 2010

2. Decisions (if any) taken as a matter of urgency under Overview and Scrutiny Procedure Rule 16 (and not therefore subject to the call-in procedure):-

None

3. Date by which notice of call-in of any of the following decisions must be received in writing by the Chief Executive (see notes below):-

Noon on Friday 16 April 2010

4. Notes:-

- (a) For background documentation to the following decisions, please refer to the agenda and supporting papers (copies of which are available on the Council's website (www.cherwell.gov.uk) or from the Head of Legal and Democratic Services);
- (b) Notice of call-in must be submitted in writing, by email or text to the Chief Executive by the deadline specified above, and must state the reason or reasons why "call-in" has been requested;
- (c) Call-in can be requested by any six non-executive members of the Council.

However, if at any point during a municipal year the total number of opposition councillors is six or less the total number of non-executive members required to call-in a decision shall be the total number of opposition councillors less two.

- (d) Decisions not called-in by the deadline specified above will become effective immediately the deadline has expired (unless they are recommendations to the Council).
- (e) The Council has stipulated that the call-in procedure should not be used to challenge decisions as a matter of course and should be used only when fully justified.

**M Harpley
Chief Executive**

Decisions

Agenda Item No.	Agenda Item and Recommendations	Decision
5	<p>Corporate Procurement Strategy and Action Plan</p> <p>Report of Head of Finance</p> <p>Summary</p> <p>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.</p> <p>Recommendations</p> <p>The Executive is recommended to:</p> <p>(1) Consider and approve the draft procurement strategy for the council which is attached at Appendix A.</p>	Agreed,
6	<p>Customer Access by Phone</p> <p>Report of Head of Customer Service and Information Systems</p> <p>Summary</p> <p>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.</p> <p>Recommendations</p> <p>The Executive is recommended to:</p> <p>(1) Approve the use of a short</p>	Agreed.

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	<p>menu of options on some of the main customer contact numbers as illustrated at appendix 1.</p> <p>(2) Approve the use of recorded information on those lines where customer research has shown it to be helpful to the customer.</p> <p>(3) Note the improvement to telephony response and business continuity for customer contact brought about by these changes.</p> <p>(4) Approve development of a publicity campaign to help customers get the best number for their service requirements.</p> <p>(5) Approve the use of mystery shopping to measure the completeness of service delivered at first contact by phone.</p>	
7	<p>Overview and Scrutiny: Report of Resources and Performance Scrutiny Board: Partnership Scrutiny - Oxfordshire Rural Community Council</p> <p>Report of Head of Legal and Democratic Services</p> <p>Summary</p> <p>To consider the Resources and Performance Scrutiny Board report on the Council's partnership with Oxfordshire Rural Community Council.</p> <p>A member of the Resources and Performance Scrutiny Board will attend the meeting to present the report.</p>	Agreed.

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	<p>Recommendations</p> <p>The Executive is recommended to:</p> <p>(1) Note the work of the Resources and Performance Scrutiny Board scrutiny review into the Council's partnership with Oxfordshire Rural Community Council.</p> <p>(2) Agree the Resources and Performance Scrutiny Board recommendations regarding the Council's partnership with Oxfordshire Rural Community Council as detailed below:</p> <p>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.</p> <p>Recommendation 2: That a Service Level Agreement for the rural community development and community transport elements of the partnership be adopted.</p> <p>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.</p> <p>Recommendation 4:</p>	

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	<p>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.</p> <p>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.</p> <p>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.</p>	
8	<p>LGPS Pension Scheme Update</p> <p>Report of Head of Finance</p> <p>Summary</p> <p>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.</p> <p>Recommendations</p> <p>The Executive is recommended to:</p> <p>(1) Note the contents of the report.</p> <p>(2) Ask officers to provide an</p>	Agreed.

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	<p>analysis of the financing options available to the Council once the 2010 valuation is finalised including the impact on the Medium Term Financial Strategy.</p> <p>(3) Approve the changes to local pension discretions as detailed in Appendix 1.</p>	
9	<p>Performance Management Framework Corporate Scorecard, Performance and Risk Reporting in 2010/11</p> <p>Report of Chief Executive and Community and Corporate Planning Manager</p> <p>Summary</p> <p>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.</p> <p>Recommendations:</p> <p>The Executive is recommended to:</p> <p>(1) Agree the proposed scorecard, performance reports and performance monitoring arrangements for 2010/11.</p> <p>(2) Adopt the updated risk strategy for 2010/11 and agree the Risk Register comprising strategic, corporate and partnership risks for 2010/11.</p>	Agreed.

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10	<p>Constitution Update</p> <p>Report of Head of Legal and Democratic Services</p> <p>Summary</p> <p>To approve amendments and updates to the Council’s constitution</p> <p>Recommendations</p> <p>The Executive is recommended to ask Council to approve the following:</p> <p>(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.</p> <p>(2) To approve the revised Proper Officer provisions (Appendix 1).</p> <p>(3) To approve the changes to the Contract Procedure Rules detailed in this report.</p> <p>(4) To approve the revised and updated Finance Procedure Rules (Appendix 2).</p>	<p>Agreed, with the amendment to recommendation 4 that the revised and updated Finance Procedure Rules be approved subject to the addition of the following text at 7.1: “The Executive is responsible for agreeing procedures for carrying forward under and overspending on budget headings.”</p>
13	<p>Value for Money Review of Finance</p> <p>Report of Chief Executive and Head of Finance</p>	<p>Agreed, as set out in the exempt report.</p>
14	<p>Legal Action to Recover Icelandic Deposits</p> <p>Report of Head of Legal and Democratic Services and Head of Finance</p>	<p>Agreed, as set out in the exempt report.</p>