

**Committee:** Executive  
**Date:** Monday 11 October 2010  
**Time:** 6.30 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

### **Membership**

<b>Councillor Barry Wood (Chairman)</b>	<b>Councillor G A Reynolds (Vice-Chairman)</b>
<b>Councillor Ken Atack</b>	<b>Councillor Norman Bolster</b>
<b>Councillor Colin Clarke</b>	<b>Councillor Michael Gibbard</b>
<b>Councillor James Macnamara</b>	<b>Councillor Nigel Morris</b>
<b>Councillor D M Pickford</b>	<b>Councillor Nicholas Turner</b>

## **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 - 16)**

To confirm as a correct record the Minutes of the meeting held on 6 September 2010.

## **Strategy and Policy**

**6. Business Case for a shared management team between Cherwell District Council and South Northamptonshire Council (Pages 17 - 30) 6.35 pm**

Report of Report of Portfolio Holder for Resources and Communications, Leader and Chief Executive

### **Summary**

To consider the business case for a shared management team between Cherwell District Council and South Northamptonshire Council.

### **Recommendations**

The Executive is recommended:

- (1) To hear at the meeting the outcome of the Extraordinary Joint Meeting of Resources and Performance Scrutiny Board and Overview and Scrutiny Committee on 6<sup>th</sup> October at which both Committees considered the business case and the comments received during the consultation with unions and staff at both councils.
- (2) To recommend to Council at its meeting on 3<sup>rd</sup> November 2010 that it approves the business case (and the fifteen specific recommendations included in it) for a shared management team between Cherwell District Council and South Northamptonshire Council, subject to any amendments the Executive make after hearing the outcome of the scrutiny committees at (1).

**7. Bicester Town Centre Redevelopment - Compulsory Purchase order (Pages 31 - 48) 6.55 pm**

Report of Head of Regeneration and Estates

### **Summary**

To seek approval to the draft compulsory purchase order, and to refer it to the Council for approval on 18 October 2010

### **Recommendations**

The Executive is recommended:

- (1) To recommend the Council to resolve to make a compulsory purchase order in respect of the land shown coloured pink and in respect of new rights in relation to the land shown coloured blue on the attached plan.

**8. Response to Formula Grant Consultation (Pages 49 - 66) 7.00 pm**

Report of Portfolio Holder for Resources and Communications, Leader and Chief Executive

## Summary

This report contains the Council's response to the Government's Consultation Paper on Formula Grant distribution which includes the transfer of funding for concessionary travel to upper tier authorities.

## Recommendations

The Executive is recommended to:

- (1) Note the contents of the report and response to the consultation (Appendix 1)
- (2) Continue to lobby to minimise the financial implications of the transfer of funding for concessionary travel to upper tier authorities.

## Service Delivery and Innovation

### 9. **Flood and Water Management Act 2010 and Implications for Local Service Delivery** (Pages 67 - 84) **7.20 pm**

Report of Strategic Director – Planning, Housing and Economy

## Summary

To consider arrangements being put in place locally to implement the Flood and Water Management Act 2010 and to facilitate essential, consequential, decisions about Council services and staffing (land drainage element of the engineering function).

## Recommendations

The Executive is recommended to:

- (1) Note the implications of the Flood and Water Management Act as set out in the report.
- (2) Inform the County Council as Lead Local Flood Authority (LLFA) that, for the reasons set out in the report, it is unable to take up their offer of a formal, but unfunded, agency agreement that would allow Cherwell District Council (CDC) to operate on behalf of the LLFA in Cherwell.
- (3) Additionally inform the County Council that CDC will not be in a position to maintain its existing in house land drainage staff expertise and information systems under the terms of the new arrangements and that the district councils "duty to co operate with the LLFA" included in the Act will implemented solely through:
  - Local Planning Authority (LPA) consultation on planning policy and development control
  - Provision of any local information or knowledge currently collated or coming to hand in the future
  - Potentially, consideration of making an offer of capital funding contributions towards flood defence works required for the District (these to be planned, designed and implemented by the LLFA and the bodies responsible for main rivers)

All other work on land drainage and flooding will cease.

- (4) Instruct the Strategic Director (Planning Housing and Economy) to report to Personnel Committee on, and implement, the necessary staffing changes arising from these decisions on the FWMA and also from earlier changes to the workload of Cherwell's engineering service (as noted in the report).
- (5) Initiate work with the County Council to provide public and partner information to explain the rearrangement of functions, and new local responsibilities and contacts under the FWMA.

**10. Self Service Payment at LinkPoint Offices** (Pages 85 - 94) **7.30 pm**

Report of Head of Customer Service and ICT

**Summary**

This report seeks Executive approval and funding for a new approach for taking payments in the LinkPoint offices, moving from PayPoint terminals to Self Serve Payment Kiosks, in order to achieve savings and improve customer service.

**Recommendations**

The Executive is recommended to:

- (1) Relinquish our PayPoint agent status and discontinue taking payments using Paypoint terminals, but retain our PayPoint client status to enable the public to pay council bills at other Paypoint Agents
- (2) Agree to stop the facility to deposit cheque payments at the LinkPoint offices and receive cheque payments only by post.
- (3) Agree a supplementary capital estimate of up to £100,000 for the purchase of automated payment kiosks and their introduction into LinkPoint offices
- (4) Agree to reduce the Customer Service Advisor establishment by 3 FTE after successful transition to the new arrangements

**11. Waste & Recycling Service** (Pages 95 - 108) **7.40 pm**

Report of Head of Environmental Services

**Summary**

To consider further improvements to the Waste & Recycling scheme following the successful implementation of food waste recycling service.

**Recommendations**

The Executive is recommended to :

- (1) Agree the proposed Waste and Recycling Service Efficiencies set out in Appendix 1;

- (2) Approve a supplementary capital estimate of up to £130,000 for the acquisition of a glass collection vehicle;
- (3) Agree the proposed Recycling Initiatives and Service Developments set out in Appendix 2
- (4) Agree to the changes in practice regarding the types of bins provided; and
- (5) Note the reduction in waste to landfill and the rise in customer satisfaction levels of the waste and recycling service.

**12. Award of Contract for the Supply of External Legal Advice Framework Contract to Oxfordshire Local Authorities (Pages 109 - 112) 7.50 pm**

Report of Head of Legal and Democratic Services

**Summary**

To grant project approval and to recommend the award of the external legal advice framework contract.

**Recommendations**

The Executive is recommended:

- (1) To grant project approval for and to authorise the Council's entry into a framework contract arrangement under which legal services would be available from a panel of selected external solicitors, such arrangement to be put in place in conjunction with the other Oxfordshire authorities and other public sector bodies.
- (2) To authorise the award of the framework contract to the eight firms of solicitors specified in 2.5.

**Value for Money and Performance**

**13. Service & Financial Planning Process and Budget Guidelines for 2011/12 (Pages 113 - 126) 7.55 pm**

Report of Head of Finance and Corporate Strategy and Performance Manager

**Summary**

To inform the Executive of the service and financial planning process for 2011/12 to agree budget guidelines for issue to service managers to enable the production of the 2011/12 budget and update the Medium Term Financial Strategy for 2011/12 onwards.

**Recommendations**

The Executive is recommended to:

- (1) Note the service and financial planning process for 2011/12
- (2) Consider and agree the proposed budget guidelines and timetable for 2011/12 budget process.

**14. Value for Money Review of Housing (Pages 127 - 146)**

**8.15 pm**

Report of Strategic Director – Planning, Housing and Economy

**Summary**

To consider the findings of the Value for Money (VFM) Review report and the recommendations arising from the report

**Recommendations**

The Executive is recommended:

- (1) To note that the service has delivered £160,000 savings above the £500,000 savings target set in the previous VFM review, and that these have been delivered ahead of schedule
- (2) To note the achievement of all other recommendations from the previous VFM review, save for those around process benchmarking, and ensure these are pursued during the remainder of 2010/11 to identify areas of greater efficiency
- (3) To endorse the overall conclusion of the review is that the service is now below average cost for housing strategy and private sector housing, and remains above average cost for homelessness due to local circumstances and activity rather than unnecessary spend. It has high performance in terms of lower use of temporary accommodation, delivery of affordable housing and responding to the recession. It is high quality in terms of high levels of user satisfaction
- (4) To agree that further improvements in value for money be sought and approve the following recommendations;
  1. Reduce and reconfigured staffing arrangements in line with the revised needs of the service to achieve savings of £60,000
  2. Review temporary accommodation contract management arrangements with Sanctuary Housing to achieve savings of £40,000 and improve contract performance

**Urgent Business**

**15. Urgent Business**

Any other items which the Chairman has decided is urgent.

**(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](mailto: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](mailto:james.doble@cherwell-dc.gov.uk) (01295) 221587

**Mary Harpley**  
**Chief Executive**

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