

## **Cherwell District Council**

### **Executive**

Minutes of a meeting of the Executive held in at Bodicote House, Bodicote, Banbury, OX15 4AA, on 2 March 2009 at 6.30 pm

Present: Councillor Barry Wood (Chairman)

Councillor G A Reynolds  
Councillor Norman Bolster  
Councillor Michael Gibbard  
Councillor James Macnamara  
Councillor Kieron Mallon  
Councillor Nigel Morris  
Councillor D M Pickford  
Councillor Nicholas Turner

Also present: Councillor Leslie Sibley

Officers: Mary Harpley, Chief Executive and Head of Paid Service  
Ian Davies, Strategic Director - Environment and Community  
Julie Evans, Strategic Director - Customer Service & Resources  
John Hoad, Strategic Director - Planning, Housing and Economy  
Mike Carroll, Head of Improvement  
Liz Howlett, Head of Legal & Democratic Services and Monitoring Officer  
Phil O'Dell, Interim Head of Finance and Section 151 Officer  
Peter Mullins, Interim Chief Accountant  
Tony Brummell, Head of Building Control & Engineering Services  
Gillian Greaves, Head of Housing Services  
David Marriott, Head of Economic Developments & Estates  
Chris Rothwell, Head of Urban & Rural Services  
Pat Simpson, Head of Customer Service & ICT  
Marianne North, Housing Needs Manager  
Jo Smith, Communications Manager  
Lisa Chaney, Urban Centres Development Officer  
Ruth Watkinson, Assistant Conservation Officer  
Alexa Coates, Senior Democratic and Scrutiny Officer

### **Recommendations to Council**

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#### **Treasury Management Strategy**

The Strategic Director for Customer Service and Resources and the Chief Accountant submitted a report which set out the strategy and policy framework for treasury operations for 2009/10 and outlined the Council's prudential indicators for 2009/10 – 2012/13 as approved by the Council on 23 February 2009.

#### **Resolved**

- 1) That the Council be recommend to approve the Treasury Management Policy and Investment Strategy 2009/10.

The Executive - 2 March 2009

**Reasons** – to determine the Council's policy on the management of its loans and investments with reference to both risk and risk revenue implications.

## **Resolutions**

### 176 **Declarations of Interest**

7. Integrated Parking Strategy, Residents Parking and Parking Enforcement.  
Councillor Nigel Morris, Personal, in relation to recommendation 5 as a Private Hire Taxi Badge Holder.

7. Integrated Parking Strategy, Residents Parking and Parking Enforcement.  
Mary Harpley, Personal, as an occupier of a property in one of the Streets in the Banbury residential parking scheme.

### 177 **Petitions and Requests to Address the Meeting**

The Leader informed the Executive that Councillor Sibley had requested to address the meeting at item number 7 Integrated Parking Strategy, Residents Parking and Parking Enforcement.

### 178 **Urgent Business**

There was no urgent business.

### 179 **Minutes**

The minutes of the meeting held on 9 February 2009 were approved as a correct record and signed by the Chairman.

### 180 **Forward Plan**

The Chief Executive submitted the Forward Plan of key decisions to be taken over the next four months.

#### **Resolved**

That the Forward Plan for the next four months be noted.

**Reasons** - to create a Forward Plan for the Council as required by the Local Government Act 2000.

### 181 **Integrated Parking Strategy , Residents Parking and Parking Enforcement**

Councillor Sibley addressed the meeting in relation to the residents parking scheme in Bicester.

The Head of Urban and Rural Services submitted a report to present progress on a number of key vehicle parking initiatives in the District, specifically: Civil Parking Enforcement; the outcome of a public consultation exercise on the Bicester Residents Parking scheme; proposals for and public consultation on a Banbury Residents Parking Scheme; implementation of the Council's Vehicle Parks Enforcement Policy and the provision of Hackney Carriage Ranks in Banbury, Bicester and Kidlington.

Councillor Morris requested that his abstention from the vote be recorded.

**Resolved**

- (1) With regard to Civil Parking Enforcement that:
  - a) the proposals and outline timetable for the introduction of Civil Parking Enforcement (CPE) across the Cherwell District be approved.
  - b) negotiations with Oxfordshire County Council (OCC) on the basis of implementing CPE in Cherwell on the basis of no or lowest cost to the Council be approved.
  - c) investigation of a phase two which considers on street paid parking provided that there are benefits to the Council in doing so be approved.
  - d) officers report back on progress early in 2009/10.
- (2) That the interim and long-term proposals for the Bicester Residents Parking Scheme be approved, and the confirmation of final scheme details be delegated to the Head of Urban and Rural Services in consultation with the Executive Member for Urban and Rural Services.
- (3) That the process for considering a Residents Parking Scheme for Banbury, including the following elements be approved:
  - a) The scheme principles
  - b) The consultation process
  - c) The outline timescales
  - d) The amendment to the previously agreed evaluation criteria
  - e) That areas consulted that do not wish Residents Parking to be introduced are not re-consulted within a two year time period.
- (4) That the implementation of the Council's revised Vehicle Parks Enforcement Policy as approved at the October 2008 Executive be noted.
- (5) With regard to Hackney Carriage ranks in Banbury, Bicester and Kidlington that:
  - a) progress on the provision of Hackney Carriage ranks in Banbury, Bicester and Kidlington be noted.
  - b) any decision on additional and /or amendments to existing ranks be delegated to the Head of Urban and Rural Services in consultation with the Leader.

**Reason** – to plan the Council's priorities in relation to resident's parking schemes, Civil Parking Enforcement and investigation and provision of Hackney Carriage Ranks.

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**Choice Based Lettings Scheme - Allocations Policy**

The Head of Housing Services submitted a report which sought approval to adopt a new Allocation Scheme and to enter into a Sub-Regional Choice Based Letting Framework.

**Resolved**

- (1) That the adoption of the Allocation Scheme effective from 1 June 2009 be approved.

- (2) That the Head of Housing Services in consultation with the Portfolio Holder for Planning & Housing be given delegated authority to amend this effective date, if required.

**Reasons** – to enable the Council to participate in the Oxfordshire Sub-Regional Scheme as recommended by the Oxfordshire Housing Partnership.

183 **Juniper Hill Conservation Area Appraisal**

The Head of Planning and Affordable Housing submitted a report on the consultation responses to the draft review of the Conservation Area appraisal.

**Resolved**

That the Juniper Hill Conservation Area appraisal be approved and that the boundary be extended with immediate effect under Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

**Reasons** - The Council has a duty under Planning (Listed Building and Conservation Areas) Act 1990 to review Conservation Areas from time to time.

184 **Risk Management Strategy**

The Strategic Director Customer Service and Resources submitted a report which presented an updated Risk Management Strategy.

**Resolved**

That the updated Risk Management Strategy be approved and that the Strategic Director Customer Services and Resources be delegated to authorise the adoption of the strategy following any comments from the Account, Audit and Risk Committee.

**Reasons** - The Risk Management Strategy is designed to support the achievement of the Council's objectives as outlined in all its other policies. It is therefore important that it is reviewed regularly and kept up to date.

185 **Service Delivery in Kidlington**

The Head of Customer Service and Information Systems submitted a report on research conducted into service access in Kidlington which sought Executive support for the preferred option for the development of multi-agency service delivery in Kidlington.

**Resolved**

- (1) That the the proposal to fully investigate the provision of a multi-agency service point at Exeter Hall in Kidlington in partnership with Kidlington Parish Council, and the development of a programme of co-hosted service delivery activities with the Oxfordshire Library Service be supported.
- (2) That a report on the outcome of that investigation be brought to the Executive at its meeting in July 2009.

**Reasons** – to develop multi-agency service delivery in Kidlington.

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### **Parsons Street Pedestrianisation Scheme Traffic Regulation Order**

The Head of Economic Development and Estates submitted a report which considered amendments to the draft Parson Street/Market Place traffic regulation order.

#### **Resolved**

- (1) That the draft Parsons Street, Bridge Street and Market Place Order be amended to delete the evening core period between 8.00pm and 1.00am each day, in accordance with the Inspector's recommendation.
- (2) That the draft order be amended to make it clear that the exemption for vehicles delivering mail extends to all Licensed Postal Operators, as defined by the Postal Services Commission, following de-regulation of postal services.
- (3) That the arrangements relating to the issue of residential exemption certificates issued to residents having private off-street parking spaces within the area be varied, to enable them to have two certificates per space which can be used by residents or visitors.
- (4) That the arrangements relating to commercial exemption certificates be varied similarly, so that two certificates can be issued in respect of each private business parking space.
- (5) That the arrangements relating to commercial exemption certificates issued to the owners of private business parking spaces, street and market traders, to entitle them to enter the pedestrianised areas during the core period be varied, for the purposes of accessing their premises or stall.
- (6) That the County Council's authority be sought to make an amendment order to amend the existing High Street and Sheep street Orders, to make similar provisions for commercial exemption certificates.
- (7) That the Head of Economic Development and Estates be delegated authority to make other minor adjustments to the wording of the draft order recommended by the Inspector to clarify the Council's intentions.
- (8) That the Council's intention to make these amendments be advertised, and any objections received be considered at a future meeting.

**Reasons** - If the Council were not minded to accept the Inspector's recommendations, and wished to proceed with the order including the evening core period, it would be necessary to seek the consent of the Secretary of State. He is likely to be concerned by any refusal to accept the Inspector's advice.

If no amendments to the order are made to permit the markets to operate as they currently do, and the order does not allow traders to access market place until 4.30pm, it is considered likely that this will have a detrimental affect on the market.

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### **Food Waste Recycling Service**

The Head of Environmental Service submitted a report which sought approval to launch the rollout of food waste recycling across the district from October 2009.

**Resolved**

- (1) That the proposed timescales for the plans in launching a Food Waste recycling scheme using the existing brown bin be noted.
- (3) That the launch of food recycling across the district from October 2009 be authorised subject to a satisfactory analysis of the financial and environmental impacts of the interim arrangements.

**Reasons** - Residents concern about food waste is the main barrier to increasing customer satisfaction on the refuse collection service. Launching food waste will address this concern as well as substantially increasing the recycling rate and reducing the amount of waste going to landfill.

Launching a food waste service does require some one off expenditure. It will also increase waste and recycling costs from 2010/11 due to the loss of a £20/tonne benefit on composting garden waste. However, this increase is substantially reduced due to payments made for out performing landfill targets. These payments could reduce the increase to around £100k/year from 2010/11.

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**Performance Management Framework Quarter 3 Report**

The Chief Executive and Head of Improvement submitted a report which reported the Council's performance against the Performance Management Framework for the period October – December 2008.

The Executive were advised that recommendation 3 was out of date due to the deferment of this report due to bad weather in February 2009 and needed to be deleted.

**Resolved**

- 1) To note the progress made on delivering against the Corporate Scorecard and the other performance frameworks appended to this report.
- 2) To note the responses to the issues raised in the 2nd quarter report and to seek further information in the next quarterly Performance Management Framework report if required.
- 3) To agree that in the next quarterly report there will be an update on the following:
  - a) The target for reducing acquisitive crime by 5% is unlikely to be met and current projections suggest a 2% reduction will be achieved.
  - b) The amount of waste sent to landfill. This is expected to be reduced by a minimum of 1400 tonnes but with the real possibility of further improvement to achieve the annual target of 1500 tonnes.
  - c) The worsening performance on fly tipping and prosecutions.
  - d) The time taken to process minor and other planning applications. These met 59% and 71% of the respective performance targets and are rated Red and there has been a slight deterioration in the performance of both since the last quarter.

- e) The delay in introducing the Food Waste Recycling Service. It is now likely to be Autumn 2009 before the delayed local food waste processing facility is built by the County Council.
- f) The increase in the number of days lost through sickness from 3.58 per full time employee a year to 6.31.

**Reasons** - The purpose of the report is to show the Council's performance against the performance measures in the Performance Management Framework. From this information the Executive can make an overall judgement about the progress the Council is making in meeting its objectives and identify the achievements it wishes to celebrate and the areas where action is required to improve performance.

The meeting ended at 8.40 pm

Chairman:

Date: