

Public Document Pack

Cherwell District Council

Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 9 January 2012 at 6.30 pm

Present: Councillor Barry Wood (Chairman)

Councillor Ken Atack, Lead Member for Financial Management
Councillor Norman Bolster, Lead Member for Estates
Councillor John Donaldson, Lead Member for Banbury Brighter Futures
Councillor Michael Gibbard, Lead Member for Planning
Councillor James Macnamara, Lead Member for the Environment
Councillor Nigel Morris, Lead Member for Change
Councillor D M Pickford, Lead Member for Housing
Councillor Nicholas Turner, Lead Member for Customer Services

Also Present: Councillor Leslie F Sibley, Leader of the Labour Group
Councillor Tim Emptage, Leader of the Liberal Democrat Group

Apologies for absence: Councillor G A Reynolds, Deputy Leader

Officers: Sue Smith, Chief Executive
Calvin Bell, Director of Development
Martin Henry, Director of Resources / Section 151 Officer
Ian Davies, Director of Community and Environment
Kevin Lane, Head of Law and Governance / Monitoring Officer
Martyn Swann, Strategic Housing Manager
Helen Town, Strategic Housing Officer
Natasha Clark, Team Leader, Democratic and Elections

69 **Declarations of Interest**

There were no declarations of interest.

70 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

71 **Urgent Business**

There were no items of urgent business.

72 **Minutes**

The minutes of the meeting held on 6 December 2011 were agreed as a correct record and signed by the Chairman.

73 **Health Sector Reforms and Emerging New Local Arrangements**

The Director of Environment and Community submitted a report which sought consideration of the changes to the local health sector as a consequence of the health sector reforms and the resultant new structures and functions.

In introducing the report, the Lead Member for the Environment explained that whilst Cherwell District Council does not provide the main health services, it was important for the Council to be involved as the proposals provided many opportunities for the Council and its partners to make a contribution to and influence what, and how, health services were provided in Cherwell.

In response to a request from Councillor Tim Emptage, Leader of the Liberal Democrat Group, regarding the role of district councillors in the reforms, the Leader agreed that it would be important to consider a suitable feedback structure to all Members.

Resolved

- (1) That the new Oxfordshire and local arrangements for the Health and Wellbeing Functions, Healthwatch and Clinical Commissioning. Be noted
- (2) That the District Council's involvement in the appropriate parts of the Health & Wellbeing partnerships structure be supported and promoted.
- (3) That the Community Partnership Network continue to be supported as a means of ensuring that local issues are adequately addressed in all parts of the health and social care sector.

Reasons

The changes to the local health and social care sector are very significant and provide a range of opportunities for the Council and its partners to influence what and how services are provided to meet local needs in a much more coherent and joined up way.

Options

Option One To fully engage with this change process and with partners, to influence future service provision as much as possible. This option is the basis of the report recommendations.

Option Two To withdraw from health and social care sector matters and not become involved. Given the good work associated with the Horton Hospital, this option is not

proposed.

Option Three To engage only on an invited basis. Again, a passive approach such as this is not recommended as it is likely to result in only limited benefit.

74

Council Tax Base for 2012/13

The Head of Finance and Procurement submitted a report which sought consideration of the calculation of the council tax base for 2012/13.

Resolved

- (1) That the report of the Head of Finance and Procurement, made pursuant to the Local Authorities (Calculation of Tax Base) Regulations 1992, as amended, and the calculations referred to therein for the purposes of the Regulations be approved.
- (2) That, in accordance with the Regulations, as amended, the amount calculated by the Cherwell District Council as its council tax base for the year 2012/2013 shall be 50,615.
- (3) That the tax base for parts of the area be in accordance with the figures shown in column 13 of Appendix 1b (as set out as an annex to the Minutes in the Minute Book).
- (4) That it be agreed to continue with the discretionary awards that it resolved to give on December 1 2009.

Reasons

The Collection Rate to be used in the tax base calculation is a best estimate of the percentage of the total amount due for 2012/2013 that will be collected. It is based on the level of in-year collection achieved in previous years. Over recent years the in-year collection rate has increased each year, from 95.75% in 2000/01 to 98.38% last year. The Collection Rate was last increased, from 97 to 98%, in the tax base calculation for 2007/08. Actual in-year collection for 2010/11 was 98.38% and it is on target to achieve the same for 2011/12 financial year.

The issues that affect the collection rate estimate centre around the ability to pay. With a recession beginning there will be a number of local residents whose ability to pay their council tax will be affected over the next year and these residents may not qualify for help through council tax benefits, in which case they may find it difficult to maintain their outgoings.

Given the unknown factors that will arise from the current economic situation in the next year it is to be recommended that the collection rate used in the tax base calculation remain at 98%.

The estimate of adjustments applied to take account of new properties likely to become available during the next year could also be varied. The adjustments made, on the basis of the information obtained by the Service Assurance team take into account known planning applications and the progress that is to be made on them during the remainder of this year and next.

Options

Option One

The majority of figures used in the calculation are obtained from the billing system for council tax and as such are a matter of fact. The Executive could vary the estimated figures of adjustments for changes in property information during the year e.g. new properties or discount changes as well as the collection rate used in this report.

Option Two

The Council may vary the discounts for second homes and long-term empty dwellings this report proposes that the rates for 2012/13 continue unchanged from those approved for 2011/12 as approved by the Executive at its meeting on 1 December 2009

75

Resource Review

The Chief Executive submitted a report which sought support for the proposals to address the gaps in skills or capacity identified following the appointment to the posts in the new Joint Management Team.

In introducing the report, the Chief Executive explained that there were currently a large number of projects underway at Cherwell District Council and South Northamptonshire Council and a rigorous approach was required to manage them.

In considering the report, Members commented that elected Member could add value to project boards but any involvement should be relevant. In terms of the request for one-off funding, Members agreed that the proposals should be given further consideration by the Joint Arrangements Steering Group and authority delegated to the Chief Executive, in consultation with the Leader and the Lead Member for Finance, to approve subject to this review.

Resolved

- (1) That the outcome of the resource review be noted.
- (2) That authority be delegated to the Chief Executive, in consultation with the Leader and the Lead Member for Finance, to approve the proposals for the one-off funding requirement following further consideration of them by the Joint Arrangements Steering Group.

- (3) That it be noted that business cases for any further funding requirements were being developed for member consideration.
- (4) That the Overview and Scrutiny Committee be requested to review the joint working arrangements during 2012/13.

Reasons

The joint management arrangements are still new and are being embedded in both organisations, whilst also delivering services. Each council also has a number of major projects and in addition there are many changes at national level that will have an impact on all councils, such as localism, the Local Government Resource Review and the changes to the planning regime. However, the implementation of the first phase of the business case for joint working has been delivered on time and within budget, but will be kept under review as future phases are delivered.

Options

- | | |
|---------------------|---|
| Option One | To agree all or some of the recommendations as set out. |
| Option Two | To amend all or some the recommendations. |
| Option Three | Not to agree the recommendations. |

76 **Exclusion of the Press and Public**

Resolved

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 of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of that Act.

77 **Community Led Housing and Self Build Housing**

The Interim Head of Regeneration and Housing submitted an exempt report which updated Members on community led and self build housing development opportunities following the approach agreed in an exempt report to Executive on 23 May 2011.

Resolved

That recommendation 1 as set out in the exempt minute be agreed and:

- (2) That the progress to date in developing Build! ® as the Council's 'invest and develop' approach to the delivery of self build housing and renovation of empty homes, through the acquisition and development of land and premises be noted.

- (3) That the establishment by the Council of a District-Wide Community Land Trust in Cherwell be approved.
- (4) That it be agreed to appoint an Elected Member as a nominee to serve as a Custodian Board Member on the Community Land Trust and approve the involvement of Council Officers as required to provide specialist advice and input.
- (5) That officers be requested to submit a progress report on the Community Land Trust to the Executive in six months.

Reasons

At a time of national changes with welfare reform and reduced public spending the proposals in this report aim to ensure that Cherwell is in a strong position to access new forms of funding and provide innovative and entrepreneurial solutions to the delivery of affordable housing.

Options

- | | |
|---------------------|---|
| Option One | To agree the recommendations as set out. |
| Option Two | To not accept any of the recommendations. |
| Option Three | To accept some of the recommendations. |

78

ICT Insource and Shared Service Business Case

The Head of Finance and Procurement submitted an exempt report which sought support for the business case to implement a shared ICT service across Cherwell District Council (CDC) and South Northamptonshire Council (SNC), and agreement to fund the set up costs of such a service.

Resolved

Subject to approval of the staffing implications by Personnel Committee and similar approval by the respective SNC decision making bodies:

- (1) That the business case for insourcing the ICT function at the end of the current SNC contract with Capita be endorsed.
- (2) That the ICT Programme Board be requested to progress the insource.
- (3) That the revised Terms of Reference for the ICT Programme Board as set out in the business case be approved and the authority to take all necessary non staffing decisions to implement it be delegated to the Director of Resources in consultation with the Board Chairman.
- (4) That the supplementary capital estimate to fund the investment required to develop a shared platform be approved and authority be

delegated to the Director of Resources in consultation with the Lead Member for Financial Management to fund the one off revenue costs from ICT earmarked reserves.

Reasons

There is a compelling business case to take forward the information services shared project with South Northamptonshire Council. In addition to the financial savings and contribution to funding reductions, the ICT shared service would enable other ICT projects to deliver further savings (from further rationalisation of systems) and enable the taking forward of wider transformation opportunities that would generate cashable savings and service improvements to both authorities.

Options

Option One The “insource alone” option for SNC would require greater investment by CDC as the necessary costs to refresh its infrastructure would not be shared. The potential for much greater savings in the future through rationalisation of the two councils’ applications would also be unavailable. This option also goes against the general principle of sharing, established in the shared management team business case.

Option Two The option for SNC to simply replace its total outsource with another, is also unattractive from CDC’s perspective as again, CDC would need to make greater investment in its own infrastructure without any benefits from future economies of scale. This option also goes against the general principle of sharing, established in the shared management team business case.

The meeting ended at 8.15 pm

Chairman:

Date:

Minute Item 74

2012/13											Appendix 1
COUNCIL TAX BASE CALCULATIONS											
PART 1 - FOR THE DISTRICT AS A WHOLE											
	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total		
Properties on the list *	5,214	14,791	16,153	10,173	7,092	3,211	2,291	225	59,150		
LESS											
Exemptions	-318	-565	-352	-425	-125	-62	-41	-4	-1,892		
Sub Total	4,896	14,226	15,801	9,748	6,967	3,149	2,250	221	57,258		
ADJUSTMENTS											
Less Disabled Relief	-9	-46	-67	-54	-41	-15	-13	-13	-258		
Add Disabled Relief	46	67	54	41	15	13	13	0	258		
Sub Total	4,933	14,247	15,788	9,735	6,941	3,147	2,250	208	57,258		
Discounts (25%)	-5	-2,843	-4,757	-2,335	-1,238	-458	-273	-17	-17,619		
Discounts (50%)	-58	-72	-49	-38	-34	-14	-29	-13	-307		
2nd Home Discounts (10%)	-11	-33	-30	-48	-39	-31	-50	-15	-257		
No of properties without discount	4	2,021	8,449	7,314	5,630	2,644	1,898	163	39,075		
Total equivalent value after discounts	7.80	4,192.20	12,784.50	14,571.30	9,127.50	3,022.40	2,162.30	195.80	52,674.10		
BAND D EQUIVALENT	4.3	2,794.8	9,943.5	12,952.3	9,127.5	4,365.7	3,603.8	391.6	51,263.1		
MOD Property	0	222	39	36	0	0	1	0	298		
Add MOD Property at band D	0.0	0.0	172.7	34.7	36.0	0.0	1.7	0.0	245.1		
TAX BASE AS AT 1 DECEMBER 2011, adjusted for all discounts											
	5	6	7	8	9	11	13	15	18		
Proportion											
Analysis of Discounts											
Single Person Discounts (25%)	-5	-2,816	-5,570	-4,616	-2,270	-1,182	-442	-260	-17	-17,178	
Disregard Discount (25%)		-27	-123	-141	-65	-56	-16	-13	0	-441	
2nd Home Discounts (50%)		-10	-16	-5	-6	-4	-5	0	-1	-47	
Disregard Discount (50%)		-13	-20	-8	-8	-8	-4	-22	-10	-93	
Empty Property Discounts (50%)		-35	-36	-36	-24	-22	-5	-7	-2	-167	
2nd Home Discounts (10%)		-11	-33	-30	-48	-39	-31	-50	-15	-257	
Value of above discounts	-3.8	-2,171.2	-4,335.5	-3,619.3	-1,813.5	-980.6	-378.4	-264.3	-32.8	-13,599.1	

* This represents properties on the valuation list net of demolished properties and known adjustments required.

ADJUSTMENTS

2012/13
COUNCIL TAX BASE CALCULATIONS Appendix 2

	column 1	column 2	column 3	column 4	column 5	column 6	column 7
Parish/Town	Band D Equivalents	MOD in Band D Equivalents	Band D Equivalent Sub Total	Full Year Equivalent Of Additional Properties	Reduction In Discounts	Full Year Equivalent Of Reduction In Properties	Increase In Discounts
Adderbury	1203.7		1203.7	0.6			
Ambrosden	356.3	236.6	592.9				
Ardley	264.1		264.1				
Arncott	299.8	1.8	301.6				
Banbury	14929.7		14929.7	48.4			
Barford	261.2		261.2				
Begbroke	360.5		360.5				
Bicester	10492.4		10492.4	8.4			
Blackthorn	148.6		148.6				
Bletchington	352.0		352.0	0.4			
Bloxham	1371.3		1371.3	2.6			
Bodicote	857.4		857.4	1.2			
Bourton	303.6		303.6				
Broughton	134.2		134.2				
Bucknell	110.8		110.8				
Caversfield	417.2	1.7	418.9				
Charlton on Otmoor	198.5		198.5				
Chesterton	352.7		352.7	51.4			
Claydon	141.8		141.8				
Cottisford	73.3		73.3				
Cropredy	314.5		314.5				
Deddington	943.5		943.5				
Drayton	93.4		93.4				
Duns Tew	226.4		226.4				
Epwell	142.8		142.8				
Fencot and Murcott	131.0		131.0				
Finmere	216.0		216.0	1.0			
Fringford	270.5		270.5				
Fritwell	292.3		292.3				
Godington	20.2		20.2				
Gosford and Water Eaton	554.9		554.9				
Hampton Gay and Poyle	76.2		76.2				
Hanwell	134.5		134.5				
Hardwick with Tusmore	35.3		35.3				
Hethe	118.9		118.9				
Hook Norton	936.8		936.8	1.5			
Horley	160.6		160.6				
Horton	167.5		167.5				
Horton cum Studley	249.4		249.4				
Islip	323.4		323.4	1.0			
Kidlington	5062.7		5062.7	0.9			
Kirtlington	451.6		451.6	2.2			
Launton	508.2		508.2				
Lower Heyford	225.5		225.5				
Merton	135.5	5.0	140.5	1.5			
Middle Aston	66.1		66.1				
Middleton Stoney	153.7		153.7				
Milcombe	224.3		224.3				
Milton	124.9		124.9				
Mixbury	118.3		118.3				
Mollington	221.2		221.2	0.7			
Newton Purcell	44.2		44.2				

ADJUSTMENTS

		2012/13 Appendix 2 COUNCIL TAX BASE CALCULATIONS					
	column 1	column 2	column 3	column 4	column 5	column 6	column 7
Parish/Town	Band D Equivalents	MOD in Band D Equivalents	Band D Equivalent Sub Total	Full Year Equivalent Of Additional Properties	Reduction In Discounts	Full Year Equivalent Of Reduction In Properties	Increase In Discounts
Noke	79.9		79.9				
North Aston	90.6		90.6				
North Newington	154.5		154.5				
Oddington	65.6		65.6				
Piddington	179.2		179.2				
Prescote	6.3		6.3				
Shenington	222.1		222.1	0.5			
Shipton on Cherwell	147.2		147.2				
Shutford	209.8		209.8	1.0			
Sibford Ferris	194.8		194.8				
Sibford Gower	255.4		255.4				
Somerton	142.3		142.3				
Souldern	203.8		203.8				
South Newington	160.3		160.3				
Steeple Aston	433.6		433.6				
Stoke Lyne	105.6		105.6				
Stratton Audley	213.3		213.3				
Swalcliffe	111.4		111.4				
Tadmarton	266.4		266.4				
Upper Heyford	395.6		395.6				
Wardington	247.7		247.7	0.7			
Wendlebury	198.1		198.1				
Weston on the Green	247.2		247.2				
Wiggington	112.5		112.5				
Wroxton	295.4		295.4				
Yarnton	1151.1		1151.1	2.7			
	51263.1	245.1	51508.2	126.7			

BILLING TAX BASE

2012/13
COUNCIL TAX BASE CALCULATIONS

Appendix 2

	column 8	column 9	column 10	column 11	column 12	column 13	column 14	
Parish/Town	Adjusted Band D Equivalents	MOD in Band D Equivalents	Net Band D Equivalents	98% Tax Base	MoD Class O Properties	Tax Base For 2012/13	Tax Base For 2011/12	
Adderbury	1204.3		1204	1180		1,180	1,188	-0.67%
Ambrosden	592.9	-237	356	349	237	586	588	-0.34%
Ardley	264.1		264	259		259	260	-0.38%
Arncott	301.6	-2	300	294	2	296	302	-1.99%
Banbury	14978.1		14978	14678		14,678	14,607	0.49%
Barford	261.2		261	256		256	261	-1.92%
Begbroke	360.5		361	354		354	362	-2.21%
Bicester	10500.8		10501	10291		10,291	10,261	0.29%
Blackthorn	148.6		149	146		146	142	2.82%
Bletchington	352.4		352	345		345	340	1.47%
Bloxham	1373.9		1374	1347		1,347	1,356	-0.66%
Bodicote	858.6		859	842		842	834	0.96%
Bourton	303.6		304	298		298	294	1.36%
Broughton	134.2		134	131		131	128	2.34%
Bucknell	110.8		111	109		109	110	-0.91%
Caversfield	418.9	-2	417	409	2	411	409	0.49%
Charlton on Otmoor	198.5		199	195		195	199	-2.01%
Chesterton	404.1		404	396		396	345	14.78%
Claydon	141.8		142	139		139	136	2.21%
Cottisford	73.3		73	72		72	73	-1.37%
Cropredy	314.5		315	309		309	310	-0.32%
Deddington	943.5		944	925		925	914	1.20%
Drayton	93.4		93	91		91	92	-1.09%
Duns Tew	226.4		226	221		221	221	
Epwell	142.8		143	140		140	139	0.72%
Fencot and Murcott	131.0		131	128		128	127	0.79%
Finmere	217.0		217	213		213	214	-0.47%
Fringford	270.5		271	266		266	265	0.38%
Fritwell	292.3		292	286		286	282	1.42%
Godington	20.2		20	20		20	21	-4.76%
Gosford and Water Eaton	554.9		555	544		544	555	-1.98%
Hampton Gay and Poyle	76.2		76	74		74	73	1.37%
Hanwell	134.5		135	132		132	128	3.13%
Hardwick with Tusmore	35.3		35	34		34	36	-5.56%
Hethe	118.9		119	117		117	117	
Hook Norton	938.3		938	919		919	925	-0.65%
Horley	160.6		161	158		158	158	
Hornton	167.5		168	165		165	157	5.10%
Horton cum Studley	249.4		249	244		244	247	-1.21%
Islip	324.4		324	318		318	316	0.63%
Kidlington	5063.6		5064	4963		4,963	4,948	0.30%
Kirtlington	453.8		454	445		445	445	
Launton	508.2		508	498		498	495	0.61%
Lower Heyford	225.5		226	221		221	221	
Merton	142.0	-5	137	134	5	139	140	-0.71%
Middle Aston	66.1		66	65		65	61	6.56%
Middleton Stoney	153.7		154	151		151	149	1.34%
Milcombe	224.3		224	220		220	222	-0.90%
Milton	124.9		125	123		123	118	4.24%
Mixbury	118.3		118	116		116	116	
Mollington	221.9		222	218		218	213	2.35%
Newton Purcell	44.2		44	43		43	44	-2.27%
Noke	79.9		80	78		78	78	
North Aston	90.6		91	89		89	88	1.14%
North Newington	154.5		155	152		152	152	
Oddington	65.6		66	65		65	62	4.84%
Piddington	179.2		179	175		175	173	1.16%
Prescote	6.3		6	6		6	6	
Shenington	222.6		223	219		219	214	2.34%
Shipton on Cherwell	147.2		147	144		144	144	

BILLING TAX BASE

2012/13
COUNCIL TAX BASE CALCULATIONS

Appendix 2

	column 8	column 9	column 10	column 11	column 12	column 13	column 14	
Parish/Town	Adjusted Band D Equivalents	MOD in Band D Equivalents	Net Band D Equivalents	98% Tax Base	MoD Class O Properties	Tax Base For 2012/13	Tax Base For 2011/12	
Shutford	210.8		211	207		207	205	0.98%
Sibford Ferris	194.8		195	191		191	193	-1.04%
Sibford Gower	255.4		255	250		250	249	0.40%
Somerton	142.3		142	139		139	136	2.21%
Souldern	203.8		204	200		200	203	-1.48%
South Newington	160.3		160	157		157	157	
Steeple Aston	433.6		434	425		425	422	0.71%
Stoke Lyne	105.6		106	104		104	104	
Stratton Audley	213.3		213	209		209	206	1.46%
Swalcliffe	111.4		111	109		109	108	0.93%
Tadmarton	266.4		266	261		261	260	0.38%
Upper Heyford	395.6		396	388		388	393	-1.27%
Wardington	248.4		248	243		243	245	-0.82%
Wendlebury	198.1		198	194		194	196	-1.02%
Weston on the Green	247.2		247	242		242	243	-0.41%
Wiggington	112.5		113	111		111	106	4.72%
Wroxton	295.4		295	289		289	283	2.12%
Yarnton	1153.8		1154	1131		1,131	1,047	8.02%
	51634.9	-246.0	51,392	50,369	246	50,615	50,337	

50,615