

Committee: Executive
Date: Monday 5 March 2012
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 John Donaldson	Councillor Michael Gibbard
Councillor James Macnamara	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 - 12)

To confirm as a correct record the Minutes of the meeting held on 6 February 2012.

Strategy and Policy

6. **Neighbourhood Planning Protocol** (Pages 13 - 52)

6.35 pm

Report of Head of Strategic Planning and the Economy

Summary

To seek approval of a Neighbourhood Planning Protocol, to ensure local communities are aware of the Neighbourhood Planning process.

Recommendations

The Executive is recommended to:

- (1) Agree and adopt the Neighbourhood Planning Protocol.

Service Delivery and Innovation

7. **The Police and Crime Commissioner** (Pages 53 - 62)

6.50 pm

Report of Head of Community Services

Summary

To report on progress to date on the implementation of the Police Crime Commissioner (PCC) and the Thames Valley Police and Crime Panel (PCP) and to seek approval for proposed arrangements.

Recommendations

The Executive is recommended to:

- (1) Support the offer from Buckingham County Council (BCC) to host the PCP.
- (2) Note the approach through the Chief Executives Thames Valley PCC Transition Group to work on the implementation process.
- (3) Note officer nominations on the Scrutiny Group and the Task and Finish Group.
- (4) Approve the nomination of the relevant Lead Member as the Council's representative on the Member Steering Group of the PCP.

Value for Money and Performance

8. **Performance and Risk Management Framework 2011/12 Third Quarter Performance Report** (Pages 63 - 114)

7.00 pm

Summary

This report covers the Council's performance for the period 01 October to 31 December 2011 as measured through the Performance Management Framework.

Recommendations

The Executive is recommended to:

- (1) Note the many achievements referred to in paragraph 1.3.
- (2) Request that officers report in the third quarter on the items identified in paragraph 1.4 where performance was below target or there are emerging issues or risks.
- (3) Agree the responses identified to issues raised in the end of year performance report in paragraph 2.1 or to request additional action or information.
- (4) Identify any further performance or risk related matters for review or consideration in future reports.

Urgent Business

9. Urgent Business

Any other items which the Chairman has decided is urgent.

10. Exclusion of the Press and Public

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

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 items of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 2 of Schedule 12A of that Act.”

11. **Award of Contract for the Provision of Internal Audit Services to Cherwell District Council** (Pages 115 - 122) **7.20 pm**

Exempt report of Director of Resources and Head of Finance and Procurement

12. **Woodgreen Leisure Management Contract Procurement** (To Follow) **7.30 pm**

Please note a report on this issue is being prepared including detailed procurement and risk considerations and therefore was not available at the time of agenda despatch. It will be circulated as soon as it has been finalised.

(Meeting scheduled to close at 7.40 pm)

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221589 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 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.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Natasha Clark, Law and Governance
natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

Sue Smith
Chief Executive

Published on Friday 24 February 2012