

Committee: Executive
Date: Monday 2 December 2013
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 Tony Ilott	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 - 6)

To confirm as a correct record the Minutes of the meeting held on 4 November 2013.

6. **Chairman's Announcements**

To receive communications from the Chairman.

Strategy and Policy

7. **Neighbourhood Planning - Area Designations** (Pages 7 - 22) **6.35pm**

Report of Head of Strategic Planning and the Economy

Purpose of Report

To approve the designation of Neighbourhood Planning Areas at Merton and Deddington Parishes and to update members on progress made in the preparation of Neighbourhood Plans.

Recommendations

The meeting is recommended:

- 1.1 To approve the formal designation of two further Neighbourhood Areas under Section 61G of the Town and Country Planning Act 1990 (as amended):
 - a. Merton Neighbourhood Area
 - b. Deddington Neighbourhood Area
- 1.2 To authorise the Head of Strategic Planning and the Economy to issue Notifications of Decisions pursuant to recommendation (1) and to the conclusions in section 2 of this report.

Service Delivery and Innovation

8. **Cherwell Town Centre Initiatives - Use of the Town Centre Innovation Fund (Portas Monies)** (Pages 23 - 42) **6.45pm**

Report of Head of Strategic Planning and Policy

Purpose of Report

To propose a series of projects in Banbury, Bicester and Kidlington for the use of the Town Centre Innovation Fund (Portas Monies).

Recommendations

The meeting is recommended:

- 1.1 To approve the following projects and release resources from the Town Centre Initiatives Fund:

- Bicester: Promoting local trade through effective marketing; Enabling traders in Bicester to develop their website so it can be viewed on smart phones.
- Banbury: Adding Town Team Co-ordination to provide overview and action to create town centre vitality; Improved signage - in car parks (maps highlighting tourist attractions and old town), from the coach park, St Mary's, The Cross and the Tourist Information Centre.
- Kidlington: Environmental improvement works to Watts Way (near the Kidlington Centre).

Value for Money and Performance

9. Local Government Pension Scheme Automatic Enrolment (Pages 43 - 48) 6.55pm

Report of Head of Finance & Procurement and Head of Transformation

Purpose of Report

To inform the Executive about the changes to Local Government Pension Scheme legislation amendments that relate to auto enrolment, and the potential future resource implications arising.

Recommendations

The meeting is recommended:

- 1.1 To note the information in the report and the potential for additional resource implications.
- 1.2 To note that the scheme, including an officer recommendation to apply a transitional period for eligible jobholders, will be considered by the Council's Personnel Committee at its meeting on 11 December.

10. Performance Report 2013 - 2014 Quarter Two (Pages 49 - 88) 7.05pm

Report of Head of Transformation

Purpose of Report

This report covers the Council's performance for the period 01 July to 30 September 2013 as measured through the Performance Management Framework.

Recommendations

The meeting is recommended:

- 1.1 To note the many achievements referred to in paragraph 3.1.
- 1.2 To identify any performance related matters for review or consideration in future reports identified in paragraph 3.2.

- 1.3 To note progress on issues raised in the Quarter one performance report highlighted in paragraph 3.3.

11. Quarter 2 2013/14 Finance Report (Pages 89 - 106)

7.20pm

Report of Director of Resources

Purpose of Report

This report summarises the Council's Revenue and Capital performance for the first six months of the financial year 2013-14 and projections for the full 2013-14 period. These are measured by the budget monitoring function and reported via the Performance Management Framework (PMF) informing the 2013-14 budget process currently underway.

To receive information on treasury management performance and compliance with treasury management policy during 2013-14 as required by the Treasury Management Code of Practice.

Recommendations

The meeting is recommended:

- 1.1 To note the projected revenue and capital position at September 2013.
- 1.2 To note the quarter 2 (Q2) performance against the 2013-14 investment strategy and the financial returns from the two funds.
- 1.3 To note the contents and the progress against the Corporate Procurement Action Plan (detailed in Appendix 1) and the procurement savings achieved at September 2013 (detailed in Appendix 2).

12. 2014/15 Draft 1 Revenue and Capital Budget (Pages 107 - 112)

7.35pm

** Please note that the appendices to this report will follow as they are currently being finalised **

Report of Interim Head of Finance and Procurement and Head of Transformation

Purpose of Report

The Council has to adopt a budget and business plan for 2014/15 as the basis for calculating its level of Council Tax and has to base that budget on its plans for service delivery during the year, recognising any changes in service demand that may arise in future years. This is the first of two opportunities that the Executive has to shape and refine the appending plans before the final budget is presented to the Council on 24 February 2014.

Recommendations

The meeting is recommended:

- 1.1 To consider the draft revenue budget (detailed in Appendix A);

- 1.2 To consider the recommendations of the Budget Planning Committee review of the capital programme that was considered at the Budget Planning Committee meetings in November 2013 and detailed in Appendix B;
- 1.3 To note that the final local government finance settlement has still not yet been announced and that the implications of this will need to be fully considered once the announcement has been made
- 1.4 To advise of any other matters they would like taken into consideration in producing a balanced budget for the meeting of the Executive on 3rd February 2014;
- 1.5 To endorse the passporting of the Council Tax Reduction Scheme (CTRS) grant to local preceptors
- 1.6 To agree the draft medium term strategic priorities (as set out in Appendix C) for public consultation.
- 1.7 To agree the objectives and targets for the 2014/15 annual business plan (as set out in Appendix D) for public consultation alongside the 2014/15 budget.

13. Transformation Bid Acceptance and Accountable Body Arrangements

(Pages 113 - 130)

7.55pm

Report of Chief Executive

Purpose of Report

To delegate authority to formally accept the offer of government funding under the Transformation Challenge Award, agree the accountable body arrangements, delegate the necessary authority to enable draw down and utilisation of the funding and establish a Joint Working Group of elected members.

Recommendations

The meeting is recommended:

- 1.1 To delegate authority to the Chief Executive, in consultation with the Leader, to accept the offer of funding as set out in Appendix 2, subject to the detailed Terms and Conditions of the Grant.
- 1.2 To agree that, subject to the agreement of Stratford-on-Avon district council (decision due 2 December 2013) and following the agreement of South Northamptonshire Council (given on 14 October 2013) Cherwell District Council, be accountable body for the Transformation Challenge Award funding.
- 1.3 To delegate authority to the Chief Executive (Cherwell District and South Northamptonshire Councils) in consultation with the Chief Executive (Stratford-on-Avon District Council), the Director of Resources (Cherwell District and South Northamptonshire Councils) and the Assistant Chief Executive (Stratford-on-Avon District Council) to:

- (i) secure the formal draw down of the grant funding from Department of Communities and Local Government and
- (ii) allocate the funding for appropriate purposes in pursuance of the submitted bid (Appendix1) and consistent with the grant conditions.

- 1.4 To appoint 2 Councillors and 2 substitutes to the Transformation Joint Working Group.
- 1.5 To agree that the Terms of Reference of the Transformation Joint Working Group be considered at its first meeting and then recommended to Executive/ Cabinet for approval.

Urgent Business

14. Urgent Business

Any other items which the Chairman has decided is urgent.

15. 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.

No representations have been received from the public requesting that this item be considered in public.

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 paragraph 3 of Schedule 12A of that Act.”

16. Bicester Community Building (Pages 131 - 138) 8.05pm

Exempt Report of Head of Regeneration and Housing

17. Recycling Processing Contract (Pages 139 - 146) 8.15pm

Exempt Report of Head of Environmental Services

(Meeting scheduled to close at 8.20pm)

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwellandsouthnorthants.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.

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.

Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

This agenda constitutes the 5 day notice required by Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in terms of the intention to consider an item of business in private.

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.

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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, Democratic and Elections
natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

Sue Smith
Chief Executive

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