



**Summary of the decisions taken at the meeting
of the Executive held on Monday 2 December 2013**

1. Date of publication of this summary: 6 December 2013
2. Decisions (if any) taken as a matter of urgency under Overview and Scrutiny Procedure Rules as set out in the Constitution (and not therefore subject to the call-in procedure): Agenda Item 13 Transformation Bid Acceptance and Accountable Body Arrangements
3. Date by which notice of call-in of any of the following decisions must be received in writing by the Chief Executive (see notes below):- Noon on Wednesday 11 December 2013
4. Notes:-
 - (a) For background documentation to the following decisions, please refer to the agenda and supporting papers (copies of which are available on the Council's website (www.cherwell.gov.uk) or from Democratic Services);
 - (b) Notice of call-in must be submitted in writing, by email or text to the Chief Executive by the deadline specified above, and must state the reason or reasons why "call-in" has been requested;
 - (c) Call-in can be requested by any six non-executive members of the Council.
However, if at any point during a municipal year the total number of opposition councillors is six or less the total number of non-executive members required to call-in a decision shall be the total number of opposition councillors less two.
 - (d) Decisions not called-in by the deadline specified above will become effective immediately the deadline has expired (unless they are recommendations to the Council).
 - (e) The Council has stipulated that the call-in procedure should not be used to challenge decisions as a matter of course and should be used only when fully justified.

**Sue Smith
Chief Executive**

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Agenda Item 7 Neighbourhood Planning - Area Designations</p> <p>Report of Head of Strategic Planning and the Economy</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>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):</p> <p>a. Merton Neighbourhood Area</p> <p>b. Deddington Neighbourhood Area</p> <p>1.2 To authorise the Head of Strategic Planning and the Economy to</p>	<p>Resolved</p> <p>(1) That the formal designation of two further Neighbourhood Areas under Section 61G of the Town and Country Planning Act 1990 (as amended) be approved:</p> <p>a. Merton Neighbourhood Area</p> <p>b. Deddington Neighbourhood Area</p> <p>(2) That the Head of Strategic Planning and the Economy be authorised to issue Notifications of Decisions pursuant to resolution (1).</p>	<p>The Parish Councils of Merton and Deddington have made applications for the designation of their administrative areas as Neighbourhood Areas for the purposes of preparing Neighbourhood Development Plans. Each application has been publicised and a number of representations have been received. None of the comments made raised are considered to warrant the refusal of the applications and it is considered that in each case designation would be coherent, consistent and appropriate.</p>	<p>Option 1: To approve the designation of the Neighbourhood Plans</p> <p>Option 2: To refuse and amend the designation of the Neighbourhood Areas providing reasons why</p> <p>Option 3: To defer consideration</p>	<p>None</p>

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<p>issue Notifications of Decisions pursuant to recommendation (1) and to the conclusions in section 2 of this report.</p>				
<p>Agenda Item 8 Cherwell Town Centre Initiatives - Use of the Town Centre Innovation Fund (Portas Monies)</p> <p>Report of Head of Strategic Planning and Policy</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To approve the following projects and release resources from the Town Centre Initiatives Fund:</p> <ul style="list-style-type: none"> • Bicester: Promoting 	<p>Resolved</p> <p>(1) That the following projects be approved and resources released from the Town Centre Initiatives Fund:</p> <ul style="list-style-type: none"> • Bicester: Promoting local trade through effective marketing; Enabling traders in Bicester to develop their website so it can be viewed on smart phones. 	<p>The Town Centre Innovation funding is proposed for specific activities that contribute to the individual needs of Bicester, Banbury and Kidlington, to promote the vibrancy of businesses and the long-term strength of the centres. The plan for each proposed project is attached as appendices for approval.</p> <p>In the light of the consultation and engagement with local partnerships within each settlement the proposed approach is believed to be the best way for use of the</p>	<p>Option 1: To take no action and retain the funding for other purposes.</p> <p>Option 2: To be more prescriptive about what can be funded</p> <p>Option 3: To change the proposed allocation of funding</p>	<p>None</p>

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<p>local trade though effective marketing; Enabling traders in Bicester to develop their website so it can be viewed on smart phones.</p> <ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • 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). 	<p>available funding.</p>		

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the Kidlington Centre).				
<p>Agenda Item 9 Local Government Pension Scheme Automatic Enrolment</p> <p>Report of Head of Finance & Procurement and Head of Transformation</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the information in the report and the potential for additional resource implications.</p> <p>1.2 To note that the scheme, including an officer recommendation to apply a transitional period for eligible</p>	<p>Resolved</p> <p>(1) That the information in the report and the potential for additional resource implications be noted.</p> <p>(2) That it be noted that the scheme, including an officer recommendation to apply a transitional period for eligible jobholders, would be considered by the Council's Personnel Committee at its meeting on 11 December 2013.</p>	<p>Auto-enrolment has potential future resource implications for the Council depending upon the extent to which current non-LGPS members do not opt out. However it is possible to apply a transitional period expiring in September 2017 and the Personnel Committee is being recommended to do this.</p>	<p>As this report is bringing the potential future resource implications of a legislative requirement to Executive's attention there are no alternative options.</p>	<p>None</p>

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<p>jobholders, will be considered by the Council's Personnel Committee at its meeting on 11 December.</p>				
<p>Agenda Item 10 Performance Report 2013 - 2014 Quarter Two</p> <p>Report of Head of Transformation</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the many achievements referred to in paragraph 3.1.</p> <p>1.2 To identify any performance related matters for review or consideration in future</p>	<p>Resolved</p> <p>(1) That the following achievements be noted:</p> <p>Cherwell: A District of Opportunity</p> <ul style="list-style-type: none"> Contribute to creation/safeguarding of 200 jobs is reporting as Green*, 330 jobs were created / safeguarded during Quarter two exceeding the annual target. The £70m Bicester 	<p>This report presents the Council's performance against its corporate scorecard for the first quarter of 2013/14. It includes an overview of successes, areas for improvement and emerging issues to be considered.</p>	<p>Option 1: To note the report</p> <p>Option 2: To request additional information on items and/or add to the work programme for review and/or refer to Overview and Scrutiny.</p>	<p>None</p>

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<p>reports identified in paragraph 3.2.</p> <p>1.3 To note progress on issues raised in the Quarter one performance report highlighted in paragraph 3.3.</p>	<p>Town Centre development opened with phase one creating 30 jobs at Sainsbury's and 30 at Vue cinema. Further jobs are being created in adjacent shop and restaurant units.</p> <ul style="list-style-type: none"> • Processing of major applications within 13 weeks is reporting as Green*, Improvement measures introduced earlier this year have resulted in a successive rise in performance this year to date. Quarter two performance of 			

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	<p>76.47% represents sustained and significant progress and is a tremendous improvement on historic performance.</p> <ul style="list-style-type: none"> Processing of minor applications within 8 weeks although reporting Amber is an improvement on the last quarter performance. Whilst still below target and as in last quarter, this is in part due to delays in registration. These delays are due to a number of factors, including major applications now 			

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	<p>taking precedence, a general increase in the number of major applications, which are more complex and take longer to register and recent changes in legislation and working practices. Priority action was taken to clear the backlog (from 3 weeks to 5 days) by seconding Development Management staff and together with new appointments to the team there has been a gradual improvement. With the backlog addressed and vacancies now</p>			

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	<p>filled, the overall performance is expected to be on target next quarter.</p> <p>A Cleaner Greener Cherwell</p> <ul style="list-style-type: none"> • Reduce the amount of waste sent to landfill is reporting as Amber, this illustrates an improvement on last quarter. The amount of waste sent to landfill is slightly below target both for Quarter 2 and year to date (Actual: 12,926 against Target 11,800), mainly due to street sweepings going to landfill. In 			

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	<p>order to address this issue, we will start to recycle a percentage of sweepings from October 2013.</p> <ul style="list-style-type: none"> • Ensure opportunities for local people to participate in the Eco-Bicester programme is reporting as Green. Summer events such as the Bicester Bike day were well attended with the Eco Bicester project promoting cycling in the town. Also continue opportunities for participation through social media (twitter), the 			

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	<p>Eco Bicester newsletter, website and emerging consultation strategy for NW Bicester.</p> <p>A Safe, Healthy and Thriving District</p> <ul style="list-style-type: none"> • Maintain current levels of visits/usage to Woodgreen Leisure Centre, North Oxfordshire Academy and Cooper School is reporting as Green*. Up 9118 on same period in 2012. The majority of this attributed to an increase in visitors to Woodgreen Leisure Centre 			

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	<p>pool due to exceptionally good weather during July and August and also an increase in dry side use (up by 2,282). Year to date performance 75,604 against target 57,663.</p> <ul style="list-style-type: none"> • Reduce chronic Anti-Social Behaviour cases is reporting as Green. Successful conclusion to two cases in Banbury: - whereby in Case 1, one tenant was evicted and in Case 2 suitable advice was given to both parties to resolve the issue. Private Closed Circuit Television 			

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	<p>(CCTV) to be extended. Regulation of Investigatory Powers Act (RIPA) to be obtained to use police CCTV. An emerging case in Bicester - impact of family involved in criminal behaviour and frequent domestic incidents being considered for inclusion.</p> <p>An Accessible Value for Money Council</p> <ul style="list-style-type: none"> • Continue to implement and embed an effective approach to address the financial impact of Government 			

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	<p>welfare reform is reporting as Green. Welfare Reform Project group has been set up with a number of work streams which are addressing the on-going impact of the government's welfare reforms and identifying where financial issues are arising.</p> <ul style="list-style-type: none"> • Consult with local residents in a cost effective manner to ensure the Council has a good understanding of local priorities is reporting as Green, an improvement on last quarter. Corporate consultation 			

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	<p>programme complete, satisfaction ratings show trend improvement and budget consultation has been used by Executive to begin planning for next year's budget and business plan.</p> <p>(2) That the following performance related matters be identified for review or consideration in future reports:</p> <p>Cherwell: A District of Opportunity</p> <ul style="list-style-type: none"> • Planning appeals allowed against refusal decision is reporting as Red for the second 			

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	<p>quarter running. The performance measure is volatile as it is based on low overall appeal numbers and therefore each decision can impact on the performance measure for appeals. There is no evidence of poor performance, though this continues to be carefully monitored. It should be noted that, compared with the government's stated threshold for the quality of a local planning authority's</p>			

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	<p>performance (i.e. no more than 20 per cent of an authority's decisions on applications for major development should be overturned at appeal) measured over a two year period, the current performance is 7%.</p> <p>An Accessible Value for Money Council</p> <ul style="list-style-type: none"> Percentage of Council Tax collected (cumulative) is reporting as Amber for the second quarter. Behind target but in line with previous years 			

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	<p>collection figure.</p> <p>(3) That the progress on issues raised in the Quarter One performance report be noted.</p>			
<p>Agenda Item 11 Quarter 2 2013/14 Finance and Procurement Report</p> <p>Report of Director of Resources</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the projected revenue and capital position at September 2013.</p> <p>1.4 To note the quarter 2 (Q2) performance</p>	<p>Resolved</p> <p>(1) That the projected revenue and capital position at September 2013 be noted.</p> <p>(2) That the quarter 2 (Q2) performance against the 2013-14 investment strategy and the financial returns from the two funds be noted.</p> <p>(3) That the contents and the progress against the Corporate</p>	<p>This report illustrates the Council's performance against the 2013/14 Financial Targets for Revenue, Capital, Treasury and Procurement Monitoring.</p>	<p>Option 1: As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.</p>	<p>None</p>

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<p>against the 2013-14 investment strategy and the financial returns from the two funds.</p> <p>1.5 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).</p>	<p>Procurement Action Plan and the procurement savings achieved at September 2013 be noted.</p>			
<p>Agenda Item 12 2014/15 Draft 1 Revenue and Capital Budget</p> <p>Report of Interim Head of Finance and Procurement and Head of Transformation</p> <p>Recommendations</p>	<p>Resolved</p> <p>(1) That the draft revenue budget be noted.</p> <p>(2) That the recommendations of the Budget Planning Committee review of</p>	<p>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</p>	<p>This is the draft budget and options for the overall budget for the council will be considered at its meeting in February.</p>	<p>None</p>

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<p>The meeting is recommended:</p> <p>1.1 To consider the draft revenue budget (detailed in Appendix A);</p> <p>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;</p> <p>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</p>	<p>the capital programme that was considered at the Budget Planning Committee meetings in November 2013 be supported, subject to the programme being open to any other appropriate bids.</p> <p>(3) That it be noted that the final local government finance settlement had still not yet been announced and that the implications of this would need to be fully considered once the announcement has been made</p> <p>(4) That no other matters to be taken into consideration in producing a balanced</p>	<p>that may arise in future years.</p>		

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<p>considered once the announcement has been made</p> <p>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;</p> <p>1.5 To endorse the passporting of the Council Tax Reduction Scheme (CTRS) grant to local preceptors</p> <p>1.6 To agree the draft medium term strategic priorities (as set out in Appendix C) for public consultation.</p> <p>1.7 To agree the objectives and targets for the</p>	<p>budget for the meeting of the Executive on 3 February 2014 be identified.</p> <p>(5) That the passporting of the Council Tax Reduction Scheme (CTRS) grant to local preceptors be endorsed.</p> <p>(6) That the draft medium term strategic priorities be agreed for public consultation.</p>			

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<p>2014/15 annual business plan (as set out in Appendix D) for public consultation alongside the 2014/15 budget.</p>				
<p>Agenda Item 13 Transformation Bid Acceptance and Accountable Body Arrangements</p> <p>Report of Chief Executive</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>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</p>	<p>Resolved</p> <p>(1) That authority be delegated to the Chief Executive, in consultation with the Leader, to accept the offer of funding, subject to the detailed Terms and Conditions of the Grant.</p> <p>(2) That it be agreed that following the agreement of Stratford-on-Avon district council (given on 2 December 2013) and South</p>	<p>Given the unique opportunity provided by the Transformation Challenge Award and the need to ensure that appropriate governance arrangements are in place, it is recommended that Executive support the recommendations as set out in the report.</p>	<p>Option 1: To agree the recommendations and accept the funding. This option is perceived to be in the best interests of the Council.</p> <p>Option 2: Not to accept to the funding. This would not be in the interests of the council, will prohibit the achievement of savings and carries reputational risks for the council.</p>	<p>None</p>

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<p>Terms and Conditions of the Grant.</p> <p>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.</p> <p>1.3 To delegate authority to the Chief Executive (Cherwell District and South Northamptonshire Councils) in consultation with the</p>	<p>Northamptonshire Council (given on 14 October 2013) Cherwell District Council, be the accountable body for the Transformation Challenge Award funding.</p> <p>(3) That authority be delegated 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</p>			

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<p>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:</p> <ul style="list-style-type: none"> (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 	<p>Executive (Stratford-on-Avon District Council) to:</p> <ul style="list-style-type: none"> (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 and consistent with the grant conditions. <p>(4) That agreement be given to appoint 2 Councillors and 2 substitutes to the Transformation Joint Working Group.</p>			

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<p>grant conditions.</p> <p>1.4 To appoint 2 Councillors and 2 substitutes to the Transformation Joint Working Group.</p> <p>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.</p>	<p>(5) That it be agreed that the Terms of Reference of the Transformation Joint Working Group be considered at its first meeting and then recommended to Executive for approval.</p>			
<p>Agenda Item 16 Bicester Community Building</p> <p>Exempt Report of Head of Regeneration and Housing</p>	<p>Resolved</p> <p>(1) As set out in the exempt decision notice.</p> <p>(2) As set out in the exempt decision</p>	<p>As set out in the exempt decision notice</p>	<p>As set out in the exempt decision notice</p>	<p>None</p>

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	<p style="text-align: center;">notice.</p> <p>(3) As set out in the exempt decision notice.</p>			
<p>Agenda Item 17 Recycling Processing Contract</p> <p>Exempt Report of Head of Environmental Services</p>	<p>Resolved</p> <p>(1) As set out in the exempt decision notice</p> <p>(2) As set out in the exempt decision notice</p> <p>(3) As set out in the exempt decision notice</p>	<p>As set out in the exempt decision notice</p>	<p>As set out in the exempt decision notice</p>	<p>None</p>