



**Summary of the decisions taken at the meeting
of the Executive held on Monday 3 February 2014**

1. Date of publication of this summary: 4 February 2014
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): None
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 Friday 7 February 2014
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 Graven Hill Potential Acquisition and Redevelopment Update</p> <p>Report of Director (Bicester)</p> <p>Purpose of Report</p> <p>The purpose of this report is to update on the due diligence process for the potential acquisition and redevelopment of Graven Hill.</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the progress to date on due diligence.</p> <p>1.2 To note the procurement process and timetable in relation</p>	<p>Resolved</p> <p>(1) That the progress to date on due diligence be noted.</p> <p>(2) That the procurement process and timetable in relation to the proposed Fulfilment Centre be noted.</p>	<p>This report is for information and provides an update on the due diligence process for the potential acquisition and redevelopment of Graven Hill.</p>	<p>Option 1: To approve the recommendation</p> <p>Option 2: To reject the recommendation</p>	<p>None</p>

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to the proposed Fulfilment Centre.				
<p>Agenda Item 8 Draft Budget and Business Plan 2014-15</p> <p>Report of Interim Head of Finance and Procurement</p> <p>Purpose of Report</p> <p>The Council is required to produce a balanced budget for 2014-15 as the basis for calculating its level of Council Tax. It 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.</p> <p>The first draft was reported to</p>	<p>Resolved</p> <p>(1) That the draft budget in the context of the Council's service objectives and strategic priorities be approved.</p> <p>(2) That the balanced budget be approved.</p> <p>(3) That Full council be recommended to approve a Council tax freeze.</p> <p>(4) That the proposed 2014-15 capital programme (annex to the minutes as set out</p>	<p>The Council is required to produce a balanced budget for 2014-15 as the basis for calculating its level of Council Tax. It 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.</p> <p>The report and appendices represent the draft budget for approval by the Executive. If agreed, this will be taken onto Council on 24 February and will be considered alongside the setting of the 2014-15 Council Tax.</p>	<p>It is a legal requirement to set a balanced budget and the recommendations as set out represent what is believed to be the best way of achieving this. Alternative options are:</p> <p>To reject the current proposals and to make alternative recommendations or ask officers for further information.</p>	None

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<p>the Executive meeting on 2 December 2013. The information has now been updated to reflect changes since then and, subject to any further changes. Members may wish to include tonight, this final draft will be used to prepare a final budget proposal to be presented to full Council on 24 February 2014.</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To consider and approve the draft budget in the context of the Council's service objectives and strategic priorities.</p> <p>1.2 To approve the balanced budget.</p>	<p>in the Minute Book) be approved.</p> <p>(5) That agreement be given to use 2013-14 retained business rates of £75,000 to pump prime the business rates support team.</p> <p>(6) That the draft 5 year strategy, 2014-15 business plan and public pledges amended as tabled at the meeting (annexes to the minutes as set out in the Minute Book) be endorsed and authority delegated to the Director of Resources in consultation with the Leader of the Council and the Lead Member</p>			

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<p>1.3 To recommend to full council a Council tax freeze or amend the proposals contained within this report to recommend a different level of Council Tax.</p> <p>1.4 To agree the proposed 2014-15 capital programme (Appendix 2).</p> <p>1.5 To agree using 2013-14 retained business rates of £75,000 to pump prime the business rates support team as set out in paragraph 3.18.</p> <p>1.6 To endorse the draft 5 year strategy, 2014-15 business plan and public pledges</p>	<p>for Performance and Customers to make any minor amendments to the plan or pledges as required before final publication in March 2014.</p> <p>(7) That the 2014-15 Business Plan and Budget Equality Impact Assessment be noted.</p> <p>(8) That it be noted that the latest MTFS financial forecast was currently being refreshed and would be reported back to the Executive once this exercise had been completed.</p> <p>(9) That officers be</p>			

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<p>(Appendices 3, 4 and 5) be endorsed and to delegate authority to the Director of Resources in consultation with the Leader of the Council and the Lead Member for Performance and Customers to make any minor amendments to the plan or pledges as required before final publication in March 2014.</p> <p>1.7 To note the 2014-15 Business Plan and Budget Equality Impact Assessment (Appendix 6).</p> <p>1.8 To note the latest MTFS financial forecast is currently being refreshed and will be reported back to the</p>	<p>requested to produce the formal 2014-15 budget book on the basis of the report and associated appendices (annex to the minutes as set out in the Minute Book).</p> <p>(10) That the updated budget be recommended for adoption by the Council on 24 February 2014.</p> <p>(11) That authority be delegated to the Head of Finance and Procurement, in consultation with Director of Resources and the Lead Member Financial Management to amend the contributions to or</p>			

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<p>Executive once this exercise has been completed.</p> <p>1.9 To request officers to produce the formal 2014-15 budget book on the basis of the attached report and associated appendices.</p> <p>1.10 To recommend, subject to any further changes Members may wish to include tonight, the updated budget for adoption by the Council on 24 February 2014.</p> <p>1.11 To delegate authority to the Head of Finance and Procurement, in consultation with Director of Resources and the Lead Member Financial Management</p>	<p>from general fund balances to allow the Council Tax increase to remain at the level recommended by Executive to full Council following the announcement of the final settlement figures and as a result of any financial implications arising from resolution (10).</p>			

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<p>to amend the contributions to or from general fund balances to allow the Council Tax increase to remain at the level recommended by Executive to full Council following the announcement of the final settlement figures and as a result of any financial implications arising from recommendation 1.10.</p>				
<p>Agenda Item 11 Build! ® Programme Update and Next Steps</p> <p>Exempt Report of Head of Regeneration and Housing</p> <p>Recommendations</p> <p>The meeting is</p>	<p>Resolved</p> <p>(1) That the progress to date in the following be noted:</p> <ul style="list-style-type: none"> • Establishing Cherwell District Council as a Registered Provider and 	<p>This report updates the Executive on the progress to date in establishing the Build! ® programme and ‘sets the scene’ for the way forward.</p> <p>The creation of an internal member and officer Build! ® Project board to oversee the delivery of Build! ® and report</p>	<p>Option 1: To do nothing. This is rejected for the following reasons:</p> <ul style="list-style-type: none"> • The Council would own a number of undeveloped sites which would cause maintenance liabilities, additional costs and have a negative 	<p>None</p>

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<p>recommended:</p> <p>1.1 To note the progress to date in:</p> <ul style="list-style-type: none"> • Establishing Cherwell District Council as a Registered Provider and developer • Establishing Cherwell Community Land Trust as an Industrial and Provident Society • Assembling challenging brownfield sites • Securing substantial Homes and Communities Agency (HCA) grant funding • Developing a robust model for the delivery of self-build 	<p>developer</p> <ul style="list-style-type: none"> • Establishing Cherwell Community Land Trust as an Industrial and Provident Society • Assembling challenging brownfield sites • Securing substantial Homes and Communities Agency (HCA) grant funding • Developing a robust model for the delivery of self-build housing schemes • Raising Cherwell's profile locally and nationally as an innovative and proactive local authority 	<p>into the Place Programme Board is considered best practice and important for accountability</p>	<p>impact on reputation with local residents</p> <ul style="list-style-type: none"> • The Council would be renegeing on its contractual commitment to the HCA and in turn lose funding and credibility • The HCA would not give a grant as it is only eligible for schemes which deliver housing • The Council would not optimise the social and financial return on its investment. • The Council would lose its opportunity to further build its reputation within Government and Industry as a leader in this field. 	

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<p>housing schemes</p> <ul style="list-style-type: none"> • Raising Cherwell's profile locally and nationally as an innovative and proactive local authority <p>1.2 To note that this works best as 'as a programme' with cross-subsidy within the programme and not as individual sites.</p> <p>1.3 To approve the creation of a Council Build! ® Project board (with members appointed by the Leader and officer representation) to oversee the delivery of Build! ®, which will report into the Place Programme Board.</p>	<p>(2) That this works best as 'as a programme' with cross-subsidy within the programme and not as individual sites be noted.</p> <p>(3) That the creation of a Council Build! ® Project board (with members appointed by the Leader and officer representation) to oversee the delivery of Build! ® and which would report into the Place Programme Board be approved.</p> <p>(4) That the following be noted: a) Detailed due diligence was being undertaken on a proposed model for</p>			

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<p>1.4 To note that:</p> <ul style="list-style-type: none"> a) Detailed due diligence is being undertaken on a proposed model for delivery and final ownership of the Build! ® Schemes, and the Council's wider development function going forward. b) A report will be brought to the March Executive setting out this proposed model <p>1.5 To approve increased delegated authority to the Procurement Steering Group, in consultation with the Head of Regeneration and Housing and the Lead Member for</p>	<p>delivery and final ownership of the Build! ® Schemes and the Council's wider development function going forward.</p> <ul style="list-style-type: none"> b) A report would be brought to the March Executive setting out this proposed model <p>(5) That increased delegated authority to the Procurement Steering Group, in consultation with the Head of Regeneration and Housing and the Lead Member for Financial Management to award contracts up to the value of £1.5m for the Build! ® programme be</p>			

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Financial Management to award contracts up to the value of £1.5m for the Build! ® programme to enable delivery on schedule.	approved to enable delivery on schedule.			