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Cherwell District Council

Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 5 January 2015 at 6.30 pm

Present: Councillor Barry Wood (Chairman), Leader of the Council
Councillor G A Reynolds (Vice-Chairman), Deputy Leader of the Council

Councillor Ken Atack, Lead Member for Financial Management
Councillor Norman Bolster, Lead Member for Estates and the Economy

Councillor John Donaldson, Lead Member for Banbury Brighter Futures

Councillor Michael Gibbard, Lead Member for Planning

Councillor Tony Ilott, Lead Member for Clean and Green

Councillor Kieron Mallon, Lead Member for Banbury Developments, Performance and Communications

Councillor D M Pickford, Lead Member for Housing

Councillor Nicholas Turner, Lead Member for Joint Working and IT

Also Present: Councillor Sean Woodcock, Leader of the Labour Group

Apologies for absence:

Officers: Sue Smith, Chief Executive
Martin Henry, Director of Resources / Section 151 Officer
Karen Curtin, Commercial Director (Bicester)
Kevin Lane, Head of Law and Governance / Monitoring Officer
Ed Potter, Head of Environmental Services
Paul Almond, Street Scene & Landscape Manager
Natasha Clark, Team Leader, Democratic and Elections

99 **Declarations of Interest**

There were no declarations of interest.

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

There were no petitions or requests to address the meeting.

101 **Urgent Business**

There were no items of urgent business.

102 **Minutes**

The minutes of the meeting held on 1 December 2014 and the Minutes of the special meeting held on 15 December 2014 were agreed as correct records and signed by the Chairman.

103 **Chairman's Announcements**

The Chairman made the following announcement:

1. Under the Openness of Local Government Bodies Regulations 2014, members of the public were permitted to film, broadcast and report on the meeting, subject to the efficient running of the meeting not being affected.

104 **Waste Collection Services**

The Head of Environmental Services submitted a report which sought consideration of the future direction of the Waste Collection Service ensuring that it delivers a high quality service and good value and to ensure that it complies with the Waste Framework Directive from January 2015.

Resolved

- (1) That the current high performing waste collection system which delivers high quality recycling and is considered to meet the requirements of the Waste Framework Directive (WFD) be endorsed.
- (2) That it be noted the waste collection system is providing good value to residents, reducing the amount of waste going to landfill, while ensuring high quality recycling is collected.
- (3) That the proposed changes regarding S106 planning agreement requirements for the waste collection service in new developments be approved.

Reasons

The use of the WFD roadmap has shown that the waste collection scheme produces high quality recycling with low rejection. It also shows that it is not Technically, Environmentally, Economically Practicable to collect the four waste streams separately.

The current system has been successful with residents but it is important that residents' satisfaction levels continue at high levels and further service development and promotion is pursued to improve performance further.

Alternative Options

Option 1: To reject the current waste collection service and consider an alternative

Option 2: To request that officers consider alternative amendments to the current service.

105

Council Tax Base for 2015/16

The Head of Finance and Procurement submitted a report to consider the calculation of the Council Tax base for 2015/16.

Resolved

- (1) That the report of the Head of Finance and Procurement, made pursuant to the Local Authorities [Calculation of Tax Base] [England] Regulations 2012 and the calculations referred to therein for the purposes of the Regulations (annex to the Minutes as set out in the Minute Book) be approved.
- (2) That, in accordance with the Regulations, as amended, the amount calculated by Cherwell District Council as its council tax base for the year 2015/16 shall be 48,253.
- (3) That the tax base for parts of the area be in accordance with the figures shown in column 10 of Appendix 2 (annex to the Minutes as set out in the Minute Book).
- (4) That Full Council be recommended to continue with any discretionary and locally set discount awards which it previously resolved to give as follows:
 - a. Unoccupied and unfurnished discount for maximum period of 6 months without reoccupation of 6 weeks in between – 25% discount.
 - b. Unfurnished and uninhabitable discount for a maximum period of 12 months without reoccupation of 6 weeks in between – 50% discount
 - c. Second home (non work related) discount – 0% discount.
 - d. Furnished properties 0% discount for second homes.
 - e. Empty and unfurnished long term empty property discount - 0% discount.
- (5) That authority be delegated to the Section 151 Officer, in consultation with the Lead Member for Financial Management, for final approval of the Council Tax Base for 2015-2016.

Reasons

The collection rate used is a best estimate of the percentage of the total amount due for 2015/16. It is based on previous year's collection rates. Over

the most recent years, the amount collected has been steady at between 98.25% and 98.5% and there is no suggestion that this will change for 2015/16.

The change from council tax benefit to a local council tax reduction scheme has had little impact on ability to pay and as the scheme remains the same for 2015/16 there should be no effect on the collection levels. New homes and businesses are being created across the district which should aid the economic situation generally. It is therefore recommended to maintain the 98% collection rate used in previous years.

The estimate of adjustments applied to take account of new properties likely to become available during the year could be varied. However, the estimate is based on conversations with developers and known planning approvals and is factored downwards to allow for delays and other unforeseen problems.

The appendices show the most up to date position of the Council Tax base and the adjustments have been made to take account of changes during 2014/15.

Alternative Options

Option 1: To reject the tax base calculation. The figures in this report could be rejected and a new calculation made. However, this would result in further delays for all preceptors in calculating their own precept to be levied on the Council. The figures used are taken from the Northgate i-World council tax system as at 1 December 2014. All other adjustments and estimates have been calculated using previous years methods.

106

Bicester Garden Town Announcement

The Commercial Director (Bicester) submitted a report which updated the Executive regarding Bicester being designated as a Garden Town in the Autumn Statement on 3 December 2014 and the next steps.

Resolved

- (1) That the announcement in the Autumn Statement on 3 December 2014 that allocated Bicester as a garden town that could bid for funds to expedite the delivery of key infrastructure required for the planned growth be noted.
- (2) That it be noted that that up to £50k from the economic development new homes bonus pot is available to progress the work required to prepare formal infrastructure bids in advance of the Council receiving a capacity grant for this activity.
- (3) That regular updates on the garden town status and outcome of the funding bids will be presented to the Executive.

Reasons

Funding to support infrastructure will greatly assist the growth in Bicester and bring benefits to existing residents and new.

We have begun dialogue with DCLG on the process and will continue to provide updates to the Executive as work progresses along with proposals to consult with the residents and businesses of Bicester.

Alternative Options

There is an option not to provide funding during 2014/15 and submit bids for the 2015/16 budget process. This is not recommended as a number of priority actions require resources now.

107 **Exclusion of the Press and Public**

Resolved

That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraph 3 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

108 **Landscape Management Contract Re-tender**

The Head of Environmental Services submitted an exempt report to seek approval for the award of a contract for Landscape Management Services to Cherwell District Council.

Resolved

- (1) That a contract for Landscape Management Services from 1 April 2015 to 31 March 2021 with the option, purely at the discretion of the Council, to extend by up to a further three years, be awarded to Quadron Services Ltd.

Reasons

As a result of a compliant, competitive and robust procurement process that the most economically advantageous tender for the Council was provided by Quadron Services Ltd for a Bill of Quantities sum of £546,580.70 per annum.

A contract for the provision of Landscape Management Services should therefore be awarded to Quadron Services Ltd for a period of six years from 1 April 2015 with the option, purely at the discretion of the Council to extend the contract by up to three years.

Alternative Options

Option 1: Award to another one of the four tendering companies. None of the rest represented as good value for money in terms of quality and price.

Option 2: Going back out to market via another procurement exercise. There is both insufficient time to undertake another exercise and no reason to doubt that the accepted bid represents value for money.

109 **Bolton Road Multi Storey Car Park Agreement with Vinci Park Services UK Ltd**

The Commercial Director (Bicester) submitted an exempt report regarding the Bolton Road Multi Storey Car Park Agreement with Vinci Park Services UK Ltd.

Resolved

- (1) As set out in the exempt minutes.
- (2) As set out in the exempt minutes.
- (3) As set out in the exempt minutes.

Reasons

As set out in the exempt minutes.

Alternative Options

As set out in the exempt minutes.

110 **Negotiations with Parkwood Leisure Limited Regarding Benchmarking and Contract Structure**

The Director of Community and Environment submitted an exempt report relating to negotiations with Parkwood Leisure Limited regarding Benchmarking and Contract Structure.

Resolved

- (1) As set out in the exempt minutes.
- (2) As set out in the exempt minutes.
- (3) As set out in the exempt minutes.
- (4) As set out in the exempt minutes.

Reasons

As set out in the exempt minutes.

Alternative Options

As set out in the exempt minutes.

The meeting ended at 6.50 pm

Chairman:

Date:

Minute Item 105

Appendix 1.

Council Tax Base Calculations for 2015/16

The first step is to establish the relevant amount [band D equivalents] for 2015/16. Regulation 4 provides the following formula:

The relevant amount for a valuation band = $([H-Q+J]-Z) \times F/G$

Where:

H = number of chargeable dwellings

Q = factor to take account of discounts and exemptions

J = adjustments to take account of adjustments during the year eg. new property

Z = total amount pursuant to the authorities local council tax reduction scheme in relation to the band, expressed as an equivalent number for that band.

F = is the proportion for the relevant band eg 6 for Band A

G = the number relevant to Band D eg. 9

ADJUSTMENTS	2015/16 COUNCIL TAX BASE CALCULATIONS			
	column 1	column 2	column 3	column 4
Parish/Town	Band D Equivalents	MOD in Band D Equivalents	Band D Equivalent Sub Total	Full Year Equivalent Of Additional Properties
Adderbury	1160.5		1160.5	2.0
Ambrosden	357.4	235.8	593.2	6.0
Ardley	259.0		259.0	
Arncott	376.5	1.8	378.3	
Banbury	13176.7		13176.7	50.5
Barford	260.6		260.6	1.4
Begbroke	364.2		364.2	0.2
Bicester	10305.0		10305.0	41.7
Blackthorn	145.8		145.8	
Bletchington	345.0		345.0	
Bloxham	1379.4		1379.4	0.9
Bodicote	865.9		865.9	27.4
Bourton	302.8		302.8	0.3
Broughton	122.4		122.4	
Bucknell	104.9		104.9	
Caversfield	466.9	1.8	468.7	9.9
Charlton on Otmoor	198.7		198.7	
Chesterton	346.0		346.0	6.7
Claydon	136.8		136.8	
Cottisford	68.7		68.7	
Cropredy	300.3		300.3	
Deddington	918.0		918.0	
Drayton	92.5		92.5	
Duns Tew	237.1		237.1	
Epwell	140.6		140.6	
Fencot and Murcott	128.8		128.8	
Finmere	218.6		218.6	
Fringford	260.8		260.8	
Fritwell	317.3		317.3	
Godington	20.5		20.5	
Gosford and Water Eaton	540.5		540.5	2.0
Hampton Gay and Poyle	75.8		75.8	
Hanwell	124.4		124.4	
Hardwick with Tusmore	38.2		38.2	
Hethe	108.8		108.8	
Hook Norton	912.0		912.0	
Horley	164.1		164.1	
Horton	161.5		161.5	1.0
Horton cum Studley	243.7		243.7	
Islip	325.2		325.2	0.9
Kidlington	4764.4		4764.4	6.7
Kirtlington	453.5		453.5	1.6
Launton	487.0		487.0	5.4
Lower Heyford	211.2		211.2	
Merton	140.2	5.0	145.2	
Middle Aston	66.6		66.6	
Middleton Stoney	147.2		147.2	
Milcombe	233.5		233.5	8.1
Milton	122.4		122.4	
Mixbury	115.9		115.9	
Mollington	233.6		233.6	0.9
Newton Purcell	44.8		44.8	
Noke	79.0		79.0	
North Aston	93.8		93.8	
North Newington	151.6		151.6	
Oddington	67.1		67.1	
Piddington	170.8		170.8	0.4
Prescote	6.3		6.3	
Shenington	224.8		224.8	
Shipton on Cherwell	145.9		145.9	
Shutford	206.7		206.7	
Sibford Ferris	194.5		194.5	
Sibford Gower	249.0		249.0	
Somerton	138.9		138.9	
Souldern	202.6		202.6	
South Newington	154.2		154.2	
Steeple Aston	423.0		423.0	1.6
Stoke Lyne	105.0		105.0	
Stratton Audley	207.8		207.8	
Swalcliffe	110.7		110.7	
Tadmerton	253.9		253.9	
Upper Heyford	363.9		363.9	15.9
Wardington	232.7		232.7	0.6
Wendlebury	191.3		191.3	
Weston on the Green	248.8		248.8	
Wiggington	120.9		120.9	
Wroxton	284.3		284.3	
Yarnton	1073.5		1073.5	2.6
	48793.2	244.4	49037.6	194.7

BILLING TAX BASE	2015/16 COUNCIL TAX BASE CALCULATIONS									column 11	Column 12
	column 5	column 6	column 7	Column 8	column 9	Column 10	column 11	Column 12			
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 2015/16 @98%	Tax Base For 2014/15	%age change from previous year			
Adderbury	1162.5		1162.5	1139.3		1,139.3	1125	1.27%			
Ambrosden	599.2	-236	363.2	355.9	236	591.9	586	1.01%			
Ardley	259.0		259.0	253.8		253.8	254	-0.08%			
Arncott	378.3	-2	376.3	368.8	2	370.8	368	0.76%			
Banbury	13227.2		13227.2	12962.7		12,962.7	12778	1.45%			
Barford	262.0		262.0	256.8		256.8	256	0.31%			
Begbroke	364.4		364.4	357.1		357.1	359	-0.53%			
Bicester	10346.7		10346.7	10139.8		10,139.8	9691	4.63%			
Blackthorn	145.8		145.8	142.9		142.9	142	0.63%			
Bletchington	345.0		345.0	338.1		338.1	328	3.08%			
Bloxham	1380.3		1380.3	1352.7		1,352.7	1348	0.35%			
Bodicote	893.3		893.3	875.4		875.4	878	-0.30%			
Bourton	303.1		303.1	297.0		297.0	289	2.77%			
Broughton	122.4		122.4	120.0		120.0	119	0.84%			
Bucknell	104.9		104.9	102.8		102.8	102	0.78%			
Caversfield	478.6	-2	476.6	467.1	2	469.1	441	6.37%			
Charlton on Otmoor	198.7		198.7	194.7		194.7	190	2.47%			
Chesterton	352.7		352.7	345.6		345.6	551	-37.28%			
Claydon	136.8		136.8	134.1		134.1	131	2.37%			
Cottisford	68.7		68.7	67.3		67.3	67	0.45%			
Cropredy	300.3		300.3	294.3		294.3	298	-1.24%			
Deddington	918.0		918.0	899.6		899.6	883	1.88%			
Drayton	92.5		92.5	90.7		90.7	89	1.91%			
Duns Tew	237.1		237.1	232.4		232.4	226	2.83%			
Epwell	140.6		140.6	137.8		137.8	137	0.58%			
Fencot and Murcott	128.8		128.8	126.2		126.2	128	-1.41%			
Finmere	218.6		218.6	214.2		214.2	217	-1.29%			
Fringford	260.8		260.8	255.6		255.6	254	0.63%			
Fritwell	317.3		317.3	311.0		311.0	309	0.65%			
Godington	20.5		20.5	20.1		20.1	21	-4.29%			
Gosford and Water Eaton	542.5		542.5	531.7		531.7	526	1.08%			
Hampton Gay and Poyle	75.8		75.8	74.3		74.3	78	-4.74%			
Hanwell	124.4		124.4	121.9		121.9	122	-0.08%			
Hardwick with Tusmore	38.2		38.2	37.4		37.4	37	1.08%			
Hethe	108.8		108.8	106.6		106.6	106	0.57%			
Hook Norton	912.0		912.0	893.8		893.8	884	1.11%			
Horley	164.1		164.1	160.8		160.8	160	0.50%			
Horton	162.5		162.5	159.3		159.3	161	-1.06%			
Horton cum Studley	243.7		243.7	238.8		238.8	242	-1.32%			
Islip	326.1		326.1	319.6		319.6	312	2.44%			
Kidlington	4771.1		4771.1	4675.7		4,675.7	4645	0.66%			
Kirtlington	455.1		455.1	446.0		446.0	439	1.59%			
Launton	492.4		492.4	482.6		482.6	486	-0.70%			
Lower Heyford	211.2		211.2	207.0		207.0	208	-0.48%			
Merton	145.2	-5	140.2	137.4	5	142.4	141	0.99%			
Middle Aston	66.6		66.6	65.3		65.3	65	0.46%			
Middleton Stoney	147.2		147.2	144.3		144.3	146	-1.16%			
Milcombe	241.6		241.6	236.8		236.8	215	10.14%			
Milton	122.4		122.4	120.0		120.0	117	2.56%			
Mixbury	115.9		115.9	113.6		113.6	116	-2.07%			
Mollington	234.5		234.5	229.8		229.8	225	2.13%			
Newton Purcell	44.8		44.8	43.9		43.9	43	2.09%			
Noke	79.0		79.0	77.4		77.4	77	0.52%			
North Aston	93.8		93.8	91.9		91.9	93	-1.18%			
North Newington	151.6		151.6	148.6		148.6	148	0.41%			
Oddington	67.1		67.1	65.8		65.8	65	1.23%			
Piddington	171.2		171.2	167.8		167.8	167	0.48%			
Prescote	6.3		6.3	6.2		6.2	6	3.33%			
Shenington	224.8		224.8	220.3		220.3	217	1.52%			
Shipton on Cherwell	145.9		145.9	143.0		143.0	140	2.14%			
Shutford	206.7		206.7	202.6		202.6	201	0.80%			
Sibford Ferris	194.5		194.5	190.6		190.6	188	1.38%			
Sibford Gower	249.0		249.0	244.0		244.0	246	-0.81%			
Somerton	138.9		138.9	136.1		136.1	138	-1.38%			
Souldern	202.6		202.6	198.5		198.5	198	0.25%			
South Newington	154.2		154.2	151.1		151.1	149	1.41%			
Steeple Aston	424.6		424.6	416.1		416.1	409	1.74%			
Stoke Lyne	105.0		105.0	102.9		102.9	101	1.88%			
Stratton Audley	207.8		207.8	203.6		203.6	202	0.79%			
Swalcliffe	110.7		110.7	108.5		108.5	108	0.46%			
Tadmerton	253.9		253.9	248.8		248.8	250	-0.48%			
Upper Heyford	379.8		379.8	372.2		372.2	386	-3.58%			
Wardington	233.3		233.3	228.6		228.6	230	-0.61%			
Wendlebury	191.3		191.3	187.5		187.5	189	-0.79%			
Weston on the Green	248.8		248.8	243.8		243.8	235	3.74%			
Wiggington	120.9		120.9	118.5		118.5	118	0.42%			
Wroxton	284.3		284.3	278.6		278.6	275	1.31%			
Yarnton	1076.1		1076.1	1054.6		1,054.6	1034	1.99%			
	49232.3	-245.0	48987.3	48008.0	245	48,253.0	47,609				