

## Cherwell District Council

### Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 30 November 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 Housing  
Councillor Michael Gibbard, Lead Member for Planning  
Councillor Tony Ilott, Lead Member for Public Protection  
Councillor Kieron Mallon, Lead Member for Banbury Futures  
Councillor D M Pickford, Lead Member for Housing  
Councillor Nicholas Turner, Lead Member for Change Management, Joint Working and IT

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

Officers: Sue Smith, Chief Executive  
Ian Davies, Director of Community and Environment  
Kevin Lane, Head of Law and Governance / Monitoring Officer  
Paul Sutton, Head of Finance and Procurement  
Jo Pitman, Head of Transformation, for agenda item 8  
Ed Potter, Head of Environmental Services, for agenda item 7  
Natasha Clark, Team Leader, Democratic and Elections

#### 73 **Declarations of Interest**

Members declared interests in the following agenda items:

##### **10. South West Bicester Sports Village.**

Councillor D M Pickford, Non Statutory Interest, as a member of Bicester Town Council.

##### **12. South West Bicester Sports Village - Exempt Appendix.**

Councillor D M Pickford, Non Statutory Interest, as a member of Bicester Town Council.

#### 74 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

75 **Urgent Business**

There were no items of urgent business.

76 **Minutes**

The minutes of the meeting held on 2 November 2015 were agreed as a correct record and signed by the Chairman.

77 **Chairman's Announcements**

The Chairman made the following announcement:

1. 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.

78 **Carbon Management Plan**

The Head of Environmental Services submitted a report to review the performance of the previous Carbon Management Plan which covered the period April 2009 – March 2015 and to consider the proposed Carbon Management Plan for the period April 2015 – March 2020.

**Resolved**

- (1) That the avoided energy costs and the reduction in carbon emissions in the period April 2009 – March 2015 be noted.
- (2) That the proposed Carbon Management Plan for the period April 2015 – March 2020 be supported.

**Reasons**

The Carbon Management Plan for 2009-15 has helped deliver energy savings which have been financially beneficial to the organisation. Carbon emissions have reduced even though the reductions have been less than initially hoped for. Many projects implemented have brought about significant benefits, for instance PV panels generating £89k income per year.

A new Carbon Management Plan for 2015–2020 will help outline further reductions in the future. There are a number of unknowns, especially regarding Government policy. For instance, recent changes in Solar feed in tariff mean that the economics of installing any future PV panels do not currently look attractive. However, by taking opportunities when they arise such as replacing outdated technology with the latest in technology, reductions can be achieved.

**Alternative options**

Option 1: Approve the recommendations as set out.

Option 2: Reject the recommendations

Option 3: Ask officers to develop alternative options

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## **Performance Management Framework 2015/16 Quarter 2 Report**

The Head of Transformation submitted a report to present the Council's performance for the period 01 July – 30 September 2015 (quarter two), as measured through the performance management framework.

### **Resolved**

- (1) That the following achievements be noted: CBP1 2.4: Complete Bicester Town Centre regeneration including the Council's Commercial Building; CBP2 2.1 (Pledge): Improve local residents' satisfaction with street & environmental cleanliness continuing our successful programme of neighbourhood litter blitzes; CBP3 1.1 -1.2a: Deliver 150 units of affordable housing (Pledge) and 100 self-build housing projects as part of the HCA funded Build! programme whilst exploring new diverse funding regimes for the longer term sustainability of affordable housing across the district and the potential development of an off-site construction facility for the long term production of off-site units for affordable housing; CBP3 2.2a, b and c: Processing of Housing Benefit (HB) Claims; CBP3 2.5 (Pledge): Continue to support skills development, apprenticeships and job clubs; CBP3 2.5a Contribute to the creation and/or safeguarding of 200 jobs; CBP3 2.6 Extend Jobs Match service to support local companies to fill vacancies; CBP3 7.3 Processing of Major Applications within 13 weeks; and, CBP3 7.4 Processing of Minor Applications within 8 weeks.
- (2) That the following performance related matters be identified for review or consideration in future reports: CBP1 4.3 Establish new management arrangements for Stratfield Brake Sports Group; CBP2 1.6 : Maintain the current high levels of customer satisfaction with our waste and recycling services; CBP2 2.1b : Number of fly tips recorded; CBP3 3.1a Number of households in temporary accommodation; CBP3 7.6 Percentage of planning appeals allowed against refusal decision; CBP4 6.1 Percentage of Council Tax collected; and, CBP4 6.2 Percentage of NNDR collected.
- (3) That it be noted that the Overview & Scrutiny Committee considered the Quarter 2 2015/16 Performance Management Report at its meeting of 24 November 2015 and referred no items to Executive.

### **Reasons**

In this report we show that the Council has again commenced the new performance year well, building on the high performance of 2014/15 and continuing the positive impact upon the 4 strategic priorities for our District that we set out to achieve. There are a small number of areas which the

Council needs to keep under review to ensure targets are met and actions delivered. These and the rest of the business plan will be closely monitored over the next quarter and reported through the performance management framework.

### **Alternative options**

Option 1: To note the report

Option 2: To request additional information on items and/or add to the work Programme for review and/or refer to Overview and Scrutiny

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## **Quarter 2 2015-16 - Revenue and Capital Budget Monitoring Report**

The Director of Resources submitted a report which summarised the Council's Revenue and Capital position as at the end of the first six months of the financial year 2015-16 and projections for the full 2015/16 period.

### **Resolved**

- (1) That the projected revenue and capital position at September 2015 be noted.

### **Reasons**

In line with good practice budget monitoring is undertaken on a monthly basis within the Council. The revenue and capital position is reported monthly to the Joint Management Team and formally to the Budget Planning Committee on a quarterly basis.

The revenue and capital expenditure in Q2 has been subject to a detailed review by Officers and reported monthly to management as part of the corporate dashboard.

### **Alternative options**

Option 1: This report illustrates the Council's performance against the 2015-16 Financial Targets for Revenue and Capital. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.

81

## **South West Bicester Sports Village**

The Director of Community and Environment submitted a report to consider the progress and latest position regarding the project.

### **Resolved**

- (1) That the progress and activities of the project be noted.

- (2) That the actions taken to secure the earliest external funding contribution and delivery of the 3G artificial turf pitch be supported.
- (3) That a further report be received on 1 February 2016 on the capital cost of the project following receipt of construction tenders and the delivery of the project in 2016.
- (4) That the revised approach to the procurement and letting of the management contract as requested by Bicester Town Council be supported.
- (5) That a Funding Agreement with Bicester Town Council on the terms outlined in the report addendum (exempt annex to the Minutes as set out in the Minute Book) be progressed.

### **Reasons**

The project is progressing in a way which addresses the many components of the project and the different procurement and other processes, many of which need to run concurrently but which influence each other.

### **Alternative options**

The project has been approved and is progressing in accordance with these approvals. There are no other options being considered at this time other than proposals to remain within the approved funding envelope.

## **82 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.

## **83 South West Bicester Sports Village - Exempt Appendix**

### **Resolved**

- (1) That the exempt appendix be noted.

## **84 Safeguarding**

The Director of Community and Environment submitted an exempt report to consider the findings of the review of the Council's approach to and arrangements for safeguarding the vulnerable.

## **Resolved**

- (1) That the conclusions, recommendations and the proposed range of actions arising from the internal review be supported.
- (2) That the Overview and Scrutiny Committee be requested to consider an annual report on safeguarding activities to be timed to include the annual self-assessment submission requirement for Section 11 of the Children's Act 2004.

## **Reasons**

The issue of safeguarding across Council services is an important matter which all councils should be considering. It is a subject which is of recent increased statutory significance and has many facets. Therefore it needs a structured approach to be effectively managed.

Some good progress has been made over the past year or so but it is recognised that there is more to do, hence the joint internal review with South Northamptonshire Council. This review has proven very beneficial in strengthening the Council's position and to ensure good practice is applied.

## **Alternative options**

Option 1: To accept in part only or to reject the review report recommendations

85

## **New Woodgreen Leisure Centre Management Contract and Facility Improvements**

The Director of Community and Environment submitted an exempt report which brought the Executive fully up to date with the progress of this project and sought the Executive's approval, following the evaluation of final tenders, to the appointment of a preferred bidder to enable the project to move forward.

Executive thanked all officers who had been involved in the tender process for their hard work.

## **Resolved**

- (1) That the outcome of the final tender evaluation process and conclusions be noted.
- (2) As set out in the exempt minutes.
- (3) That the appointment of Tenderer 1 as the Council's preferred bidder for the delivery of facility improvements at Woodgreen Leisure Centre and for the provision of leisure management services over a period of up to 18 years be agreed.

(4) As set out in the exempt minutes.

**Reasons**

The Council has received bids from two operators for the contract to refurbish and manage Woodgreen Leisure Centre. Both bids offer annual revenue savings to the Council when compared to the existing cost of the facility made up of the Parkwood management fee and Council retained costs.

The evaluation scores have identified that Tender 1 is the strongest according to the evaluation criteria.

**Alternative options**

Option 1: To reject either or both final tender submissions. This is rejected as a competitive platform is desirable and both core bids are compliant.

The meeting ended at 7.30 pm

Chairman:

Date: