

Committee: Executive
Date: Monday 3 April 2017
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 Colin Clarke
Councillor John Donaldson	Councillor Tony Ilott
Councillor Mike Kerford-Byrnes	Councillor Kieron Mallon
Councillor D M Pickford	Councillor Lynn Pratt

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 - 12)

To confirm as a correct record the Minutes of the meeting held on 6 March 2017.

6. Chairman's Announcements

To receive communications from the Chairman.

7. Air Quality Action Plan (Pages 13 - 78)

6.35pm

Report of Public Protection Manager

Purpose of report

To approve the Air Quality Action Plan for Banbury, Bicester and Kidlington.

Recommendations

The meeting is recommended:

1.1 To approve the Air Quality Action Plan.

1.2 To note the feedback from the Overview and Scrutiny Committee.

8. Local Development Scheme (Pages 79 - 98)

6.40pm

Report of Head of Strategic Planning and the Economy

Purpose of report

To seek approval of an updated Local Development Scheme (LDS) for the production of the Council's planning policy documents.

Recommendations

The meeting is recommended:

1.1 That the updated Local Development Scheme (LDS) presented at Appendix 1 is approved.

9. Empty Homes Project Update (Pages 99 - 104)

6.50pm

Report of Commercial Director

Purpose of report

To provide Members with an update on the first 12 months work of the Empty Homes Project, based within the Private Sector Housing Team.

Recommendations

The meeting is recommended:

1.1 To note the progress of owner engagement with the project.

- 1.2 To note the proposals for use of enforcement powers to bring empty properties back into use.
- 1.3 To note the added value of addressing vacant properties to the Council.

10. Update: Construction Apprenticeships and Skills (Pages 105 - 118) 6.55pm

Report of Commercial Director and Head of Strategic Planning and the Economy

Purpose of report

The purpose of this report is to provide an update for the Executive on the progress being made to secure construction apprenticeships arising from the planned growth across the District. It is a year since the Executive approved guidance which was intended to operate informally to secure construction apprenticeships and skills through the processing of planning applications by the Council (attached at Appendix 1). It is therefore timely to review how the initiative has been progressing.

Recommendations

The meeting is recommended:

- 1.1 To note the report.

11. Final Business Case: Joint Housing Services (Pages 119 - 128) 7.00pm

Report of Commercial Director

Purpose of report

This report presents the final business case for a joint working in Housing Services across Cherwell District and South Northamptonshire Councils (hereafter Cherwell or CDC and South Northamptonshire or SNC respectively).

The report recommends the formation of a Joint Private Sector Housing Service and a Joint Housing Service and in doing so seeks the Executive's agreement for the non-staffing elements of the business cases.

The proposal is part of the wider transformation programme across the two Councils.

Recommendations

The meeting is recommended:

- 1.1 To consider the attached final business case and the consultation responses in relation to non-staffing matters as outlined in section 5.1.
- 1.2 To note that the business case will have been considered by the Joint Commissioning Committee with regard to staffing matters on 30 March 2017. This will include consideration of the consultation responses from affected staff and trade union representatives.

- 1.3 To approve and implement the proposed final business case to create a Joint Private Sector Housing Service and a Joint Housing Service between CDC and SNC, subject to similar consideration and approval by SNC Cabinet on 10 April 2017 and approval of the staffing implications by the Joint Commissioning Committee.
- 1.4 To delegate to the Commercial Director in consultation with the Leader of the Council any non-significant amendment that may be required to the business case following the decision by SNC Cabinet and/or the Joint Commissioning Committee.
- 1.5 To note that the savings realised from this proposal will be held in reserve and earmarked for Housing to provide additional resources that may be required to cope with any increased demand resulting from recent legislative changes.

12. Improvements to the Council's Car Parking Service (Pages 129 - 136) 7.05pm

Report of Director of Operational Delivery

Purpose of report

To consider the approach taken to improve the Council's car parking service and to consider the effect where known of the Council's free parking offers.

Recommendations

The meeting is recommended:

- 1.1 To support the nature of the proposed new service and the focus on improvements for customers.
- 1.2 To note the outcomes of the review of the 2016/17 free parking promotions.
- 1.3 To support the continued use of free parking promotions for Small Business Saturday in December and Free After three in January as a means of supporting Bicester and Banbury Town Centre traders.
- 1.4 To undertake a tariff review in 2018 to be informed by the data gathered over the previous 12 months arising from the new car parking service should a decision be taken to award a contract under the separate part two confidential report in this same agenda.

13. Exclusion of the Press and Public

The following report contains exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

1 – Information relating to any individual

2 – Information which is likely to reveal the identity of an individual

3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information).

4 – Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

Members are reminded that whilst the following item has been marked as exempt, it is for the meeting to decide whether or not to consider it 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 under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following items 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, Paragraphs 1, 2, 3 and 4 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.”

14. **Final Business Case: Joint Housing Services - Exempt Appendix** 7.15pm
(Pages 137 - 166)

15. **Improvements to the Council's Car Parking Service - Evaluation of Tenders and Contract Award** (Pages 167 - 186) 7.20pm

Exempt Report of Director of Operational Delivery

16. **ICT Strategy 2017-2020** (Pages 187 - 222) 7.30pm

Exempt Report of Commercial Director

17. **Asset Disposal - Southam Road Cemetery Depot, Banbury** 7.35pm
(Pages 223 - 232)

Exempt Report of Commercial Director

(Meeting scheduled to close at 7.40pm)

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to natasha.clark@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.

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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

Ian Davies
Interim Head of Paid Service

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