



**Summary of the decisions taken at the meeting
of the Executive held on Tuesday 6 June 2017**

1. Date of publication of this summary: 7 June 2017
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 Monday 12 June 2017
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.

**Ian Davies
Interim Head of Paid Service**

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Agenda Item 7 Annual Equalities Report 2016/2017</p> <p>Report of Assistant Director – Commercial Development & Innovation</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To consider the evidence and information contained within this report.</p> <p>1.2 To agree the equalities action plan for 2017/18 noting the areas of good practice upon which it builds and the areas for development that it addresses.</p>	<p>Resolved</p> <p>(1) That, having given due consideration to the evidence and information, the report be noted.</p> <p>(2) That the equalities action plan for 2017/18 be agreed and the areas of good practice upon which it builds and the areas for development that it addresses be noted.</p> <p>(3) That the 3 year rolling plan of Equality Impact Assessments be agreed.</p>	<p>Cherwell District Council has made significant progress delivering against the equalities agenda in recent years and has continued to maintain this during 2016/2017 whilst continuing to adopt a locally relevant approach to equality performance with meaningful and relevant Corporate Action Plans to support this work.</p> <p>The updated action plan demonstrates how the Council will continue to deliver its equalities objectives over the coming year. Progress will be reported via the performance management framework on a quarterly basis.</p> <p>The three year impact</p>	<p>Option 1: To note the report</p> <p>Option 2: To request additional information on items within this report</p>	<p>None</p>

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<p>1.3 To agree the 3 year rolling plan of Equality Impact Assessments.</p>		<p>assessment rolling plan also provides assurance that the Council is mindful of policy change and seeks to understand and address the impacts of service and policy change where appropriate.</p>		
<p>Agenda Item 8 Performance Report 2016-2017 End of Year</p> <p>Report of Director – Strategy and Commissioning</p> <p>Recommendations</p> <p>The meeting is recommended to:</p> <p>1.1 Note that despite a challenging economic environment, and on-going policy and</p>	<p>Resolved</p> <p>(1) That it be noted that despite a challenging economic environment, and on-going policy and organisational change, Cherwell District Council has met or made satisfactory progress on 77% of all the performance targets outlined in its performance management</p>	<p>In this annual report we show that the Council has made strong progress towards delivering its ambitions to improve the services delivered to residents and businesses. It also demonstrates the Council’s proactive performance management of issues raised and the inclusive role of Overview and Scrutiny in supporting performance review.</p> <p>Section 3 of the report</p>	<p>Option 1: 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>organisational change, Cherwell District Council has met or made satisfactory progress on 77% of all the performance targets outlined in its performance management framework as detailed in paragraph 3.1, in delivering the Corporate Priorities of the Council.</p> <p>1.2 Note that any feedback on performance issues from Overview & Scrutiny Committee at its meeting on 25 May 2017 which will be provided directly to the Lead Member for Performance Management.</p>	<p>framework in delivering the Corporate Priorities of the Council.</p> <p>(2) That it be noted that the Overview & Scrutiny Committee considered the report at its meeting on 25 May 2017 and referred no matters to the Executive. .</p>	<p>provides a summary of the Council's performance against its comprehensive performance framework and corporate scorecard for 2016/17. The detailed performance indicators and commentary against each of these are contained within appendices 1 to 5 including the annual report.</p> <p>With a 77% delivery rate against the key strategic priorities the report clearly demonstrates that the council is delivering services fit for purpose, and that together we are making a significant and positive difference to the District, our residents, businesses and other key stakeholders.</p> <p>There can be no other recommendations to make,</p>		

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		other than to commend everyone who has contributed to such excellent performance, of which we should all be proud.		
<p>Agenda Item 9 Banbury Country Park</p> <p>Report of Head of Environmental Services</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To approve the creation of a new open space, Banbury Country Park.</p> <p>1.2 To support the approach of working with stakeholders to develop an inviting</p>	<p>Resolved</p> <p>(1) That the creation of a new open space, Banbury Country Park, be approved.</p> <p>(2) That the approach of working with stakeholders to develop an inviting country park which provides a wide range of leisure activities for Cherwell residents and visitors as well as creating a diverse habitat for wildlife be</p>	<p>The development of a new country park with strong stakeholder support will provide leisure and healthy life style benefits as well as becoming a visitor attraction.</p> <p>Sufficient capital resources exist to open the facility. Running costs are expected to be minimal and no additional revenue budget is required.</p>	<p>Option 1: To support the proposed development of a Country Park</p> <p>Option 2: To reject the proposed development of a Country Park</p> <p>Option 3: To ask officers to consider other uses for the land acquired</p>	None

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<p>country park which provides a wide range of leisure activities for Cherwell residents & visitors as well as creating a diverse habitat for wildlife.</p> <p>1.3 To note that the running costs of a new Country Park can be delivered within existing revenue budgets.</p> <p>1.4 To agree to seek planning approval for change of use.</p>	<p>supported.</p> <p>(3) That it be noted that the running costs of a new Country Park can be delivered within existing revenue budgets.</p> <p>(4) That agreement be given to seek planning approval for change of use.</p>			
<p>Agenda Item 10 Final Business Case - Joint Development Management</p> <p>Report of Head of Development Management</p>	<p>Resolved</p> <p>(1) That, having given due consideration, the final business case and the consultation</p>	<p>The draft business case sets out the rationale for establishing the Joint Development Management Service across CDC and SNC.</p>	<p><u>Status Quo (No Change)</u> Retaining the status quo is an option; however this would not deliver the benefits set out in this business case or provide</p>	<p>None</p>

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<p>Recommendations</p> <p>The meeting is recommended:</p> <p>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.</p> <p>1.2 To note that the business case will be considered by the Joint Commissioning Committee with regard to staffing matters on 20 June 2017. This will include consideration of the consultation responses from affected staff and trade union representatives.</p>	<p>responses in relation to non-staffing matters be noted.</p> <p>(2) That it be noted that the business case would be considered by the Joint Commissioning Committee with regard to staffing matters on 20 June 2017 and that this would include consideration of the consultation responses from affected staff and trade union representatives.</p> <p>(3) That the non-staffing aspects of the final business case to create a Joint Development Management Service</p>		<p>the additional resilience and shared expertise that a joint team could provide at a time of planning reform and following Brexit pressure to support additional growth.</p> <p><u>Alternative Joint Staffing Structures</u> A number of alternative joint staffing structures have been considered, however the proposal set out in the business case is believed to be the most appropriate in terms of maximising the benefits of joint working and delivering savings, whilst maintaining performance.</p> <p><u>Outsource Service</u> Outsourcing is a potential option, and it is understood that companies such as</p>	

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<p>1.3 To approve the non-staffing aspects of the final business case to create a Joint Development Management Service between CDC and SNC, subject to similar consideration and approval by SNC Cabinet on 12 June 2017 and approval of the staffing implications by the Joint Commissioning Committee.</p> <p>1.4 To delegate to the Head of Development Management in consultation with the Leader of the Council any non-significant amendment that may be required to the business case following</p>	<p>between CDC and SNC, subject to similar consideration and approval by SNC Cabinet on 12 June 2017 and approval of the staffing implications by the Joint Commissioning Committee, be approved for implementation.</p> <p>(4) That authority be delegated to the Head of Development Management 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</p>		<p>Capita do offer an outsourced service for Development Management. However, given that the majority of duties carried out by the Development Management team are statutory responsibilities, it is not considered appropriate to outsource the service, as it could compromise the planning role of each District Council.</p>	

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the decision by SNC Cabinet and/or the Joint Commissioning Committee.	Commissioning Committee.			
Agenda Item 12 Final Business Case - Joint Development Management - Exempt Appendix	Resolved (1) That the exempt appendix be noted.	N/A	N/A	None
Agenda Item 13 Markets Exempt report of Head of Environmental Services	Resolved (1) That the insource of Banbury Market and the Banbury Farmers Market be supported. (2) That the continuation of arrangements covering Bicester and Kidlington be supported.	As set out in the exempt decisions	Option 1: To support the recommendations relating to the Markets Option 2: To reject the recommendations relating to the Markets Option 3: To ask officers to consider other possible ways forward	None

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	<p>(3) That the proposed trader booking fees be approved.</p> <p>(4) That it be agreed to review the performance of the markets under this new operation after 12 months.</p>			
<p>Agenda Item 14 Whitelands Farm Sports Ground - Notification of an Urgent Decision Taken to Award an Operator Contract and Enter Into a Funding Agreement</p> <p>Exempt report of Interim Chief Executive</p>	<p>Resolved</p> <p>(1) That the 16 May 2017 'emergency' key decision taken by the Interim Chief Executive to award a contract for the management of the Whitelands Farm Sports Ground under his delegated powers</p>	<p>As set out in the exempt decisions.</p> <p>The Council has gained approval from BTC at its meeting on 15 May 2017 for both the operator Contract Award and the associated Funding Agreement.</p> <p>Due to the tender timetable and requirement to ensure the</p>	<p>The option to delay the contract start date was considered, however this would significantly delay the pre-opening equipment fit out requirement preventing the facility being fully operational for the start of the winter sports season on 1 September 2017. With the construction project having been</p>	<p>None</p>

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	<p>in order to meet tender award deadlines, ensuring full Whitelands Farm Sports Ground facility operation from 1 September 2017 be noted.</p> <p>(2) That responsibility be delegated to the Interim Chief Executive, in consultation with the Head of Law and Governance, the Chief Finance Officer, the Lead Member for Financial Management and the Deputy Leader, for negotiating and concluding a Funding Agreement between the Council and Bicester Town Council (BTC) on</p>	<p>facility will be fully operational for the start of the winter sporting season on 1 September 2017, an 'emergency' key decision was taken by the Interim Chief Executive and this report updates and informs the Executive accordingly.</p>	<p>previously problematic and consequently delayed this was not considered a suitable solution.</p> <p>The Preferred Bidder requires a minimum one month lead in time following contract commencement to ensure safe systems of operation are fully in place which requires a 1 August commencement date, to delay this would prevent the 1 September winter sports season commencement.</p>	

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	<p>terms that address the financial implications of the operation of the new facilities including grounds maintenance and lifecycle funding.</p>			
<p>Agenda Item 15 Build! Programme Update</p> <p>Exempt report of Commercial Director and Chief Finance Officer</p>	<p>Resolved</p> <p>(1) That the latest programme and financial summary be noted.</p> <p>(2) As set out in the exempt decisions.</p> <p>(3) That the outputs of the Cherwell Community Build financial viability review be noted.</p> <p>(4) As set out in the exempt decisions.</p>	<p>This report is to provide an update to the Executive on the work being carried out by the Build! team and monitored through the Build! Project Board.</p> <p>The Build! programme has been running for a number of years and was set up to deliver certain types of housing unit that was identified as a need for the District and to provide a return on capital invested. This programme has to date delivered 156 residential units, provided regeneration</p>	<p>Option 1: Not to support the recommendations within this report would have implications for the delivery of the programme in terms of units and financial return.</p>	<p>None</p>

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	<p>(5) As set out in the exempt decisions.</p> <p>(6) That the urgent actions taken by the Commercial Director regarding the approval of Old Place Yard and Hanwell Fields contracts for the delivery of supported housing units.</p>	<p>opportunities in the two urban centres, promoted self/custom build and provided a revenue and capital return which can be reinvested in delivering other housing need/regeneration projects.</p>		
<p>Agenda Item 16 Strategic Property Acquisition in Banbury</p> <p>Exempt report of Chief Finance Officer</p>	<p>Resolved</p> <p>(1) That the report be noted.</p> <p>(2) As set out in the exempt decisions.</p> <p>(3) That the commissioning of external services</p>	<p>As set out in the exempt decisions</p>	<p>As set out in the exempt decisions</p>	<p>None</p>

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	<p>including legal and cost consultants to carry out the next stage of due diligence process for this project be supported.</p> <p>(4) That delegated authority be given to the Chief Finance Officer in consultation with the Commercial Director and the Lead Member for Estates and the Economy to agree Heads of Terms for the acquisition as proposed in section 3.9 of the exempt report (exempt annex to the Minutes as set out in the Minute Book) and, subject to full council approving resolution (5) to complete the</p>			

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	acquisition. (5) As set out in the exempt decisions.			