



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting
of the Executive held on Monday 7 October 2019**

1. Date of publication of this summary: 8 October 2019
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 11 October 2019
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.

**Yvonne Rees
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 6 Car Parking Enforcement Policy</p> <p>Report of Assistant Director: Environmental Services Policy was last reviewed.</p> <p>Recommendations</p> <p>The Executive is recommended:</p> <p>1.1 To note the report and the recommendations of the Local Government Ombudsman and the action plan to address those recommendations in so far as the same concern the enforcement of excess charges.</p> <p>1.2 To approve the revised Car Parking Enforcement Policy at Appendix 2.</p>	<p>Resolved</p> <p>(1) That the report and the recommendations of the Local Government Ombudsman and the action plan to address those recommendations in so far as the same concern the enforcement of excess charges be noted.</p> <p>(2) That the revised Car Parking Enforcement Policy (annex to the Minutes as set out in the Minute Book) be approved.</p>	<p>The recommendations in this report address the Local Government Ombudsman’s comments and concerns regarding the Council’s car parking enforcement process. In particular it simplifies the approach to parking enforcement by removing from the process at the earliest opportunity the involvement of Bristow and Suter as enforcement agents chasing payment on Apcoa’s behalf. Apcoa will now remind customers of outstanding excess charges before referring the matter directly to the Council, who will then decide upon prosecuting that customer in the magistrate’s court for the unpaid ECN.</p> <p>The proposed new Policy takes account of the process proposed.</p>	<p>To reject the new Car Parking Enforcement Policy and ask officers to reconsider the same having regard to the report from the Local Government Ombudsman.</p>	<p>None</p>

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<p>Agenda Item 7 Community Nature Plan Restoring and Enhancing Nature and Green Spaces</p> <p>Report of Assistant Director Wellbeing</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the progress of the Community Nature Plan 2018-20 (attached as Appendix 1 and 2 to this report).</p> <p>1.2 To note recent government guidance relating to restoring and enhancing nature and green spaces.</p> <p>1.3 To approve biodiversity net gain guidance (attached as Appendices 3 and 4 to this report).</p>	<p>Resolved</p> <p>(1) That the progress of the Community Nature Plan 2018-20 be noted.</p> <p>(2) That recent government guidance relating to restoring and enhancing nature and green spaces be noted.</p> <p>(3) That the biodiversity net gain guidance (annexes to the Minutes as set out in the Minute Book) be approved.</p> <p>(4) That seeking a minimum of 10% biodiversity net gain through engagement with the planning process be endorsed.</p>	<p>‘Restoring and Enhancing Nature and Green Spaces’ for the benefit of people and wildlife is a crucial element of important development and economic decisions. Failure to recognise and assess the multiple benefits of the natural environment will affect community health and wellbeing, important habitats and species and future economic growth. This report provides an update on the Community Plan, demonstrating how the Council is fulfilling its statutory biodiversity duty; and seeks approval for recommendations which support guidance that will enable the Council to invest wisely in the District’s natural environment and help to contribute to healthy outcomes for people and wildlife.</p>	<p>Option 1: To reject the recommendations in the report. This is not proposed as the recommendations are in accordance with government guidance, best practice and the Council’s statutory biodiversity duty</p> <p>Option 2: To amend the recommendations in the report. This is not proposed as the recommendations are in accordance with government guidance, best practice and the Council’s statutory biodiversity duty</p>	<p>None</p>

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<p>1.4 To endorse seeking a minimum of 10% biodiversity net gain through engagement with the planning process.</p> <p>1.5 To approve a Biodiversity in the Built Environment Good Practice Guide 'Preservation of existing nesting sites and provision of artificial nesting sites' (attached as Appendix 5 to this report).</p>	<p>(5) That a Biodiversity in the Built Environment Good Practice Guide 'Preservation of existing nesting sites and provision of artificial nesting sites' (annex to the Minutes as set out in the Minute Book) be approved.</p>			

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<p>Agenda Item 8 Howes Lane Bridge Marginal Viability HIF Funding</p> <p>Report of Assistant Director Growth and Economy</p>	<p>Resolved</p> <p>(1) That, subject to OCC completing the Marginal Viability Homes Infrastructure Fund (MV HIF) agreement, it be agreed to:</p> <p>(a) enter into a “back-to-back” agreement with OCC to take on the MV HIF obligations seeking to secure funding towards the cost of the delivery of the Howes Lane infrastructure. In addition, to use any excess grant funding (released as a result of the development funds contributing towards the cost of delivering the</p>	<p>The conclusion is that the securing of this marginal viability funding from Homes England is a positive development and supports CDCs growth agenda.</p>	<p>Option 1: Not to pursue the securing of funding. This could delay the provision of the realigned Howes Lane and subsequently some housing delivery and as such is not recommended</p> <p>Option 2: Not to enter into an agreement with OCC that passes on the obligations to seek to recoup funding and use receipts to deliver housing. This option is not recommended as it is likely to prevent the funding being secured and results in a lost opportunity to release excess grant funding for housing.</p>	<p>None</p>

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	<p>infrastructure) to deliver housing (subject to any legal issues being resolved and remedied);</p> <p>and</p> <p>(b)delegate to the Assistant Director – Growth and Economy, in consultation with the Lead Member for Economy, Regeneration and Property and the Team Leader – Non-contentious, the negotiation and completion of the agreement with OCC.</p>			

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<p>Agenda Item 9 Results of the Residents' Satisfaction Survey 2019</p> <p>Report of Assistant Director – Performance and Transformation</p> <p>Recommendations</p> <p>The meeting is recommended to:</p> <p>1.1 Note the results of the survey, with particular reference to the priority service areas identified by respondents as set out in section 3.15.</p> <p>1.2 Agree that the results and priority service areas identified will be used as part of the business and service planning process for 2020-21.</p>	<p>Resolved</p> <p>(1) That the results of the survey, with particular reference to the priority service areas identified by respondents, be noted.</p> <p>(2) That it be agreed that the results and priority service areas identified will be used as part of the business and service planning process for 2020-21.</p> <p>(3) That it be agreed to continue to develop the approach of consulting and engaging with our residents, ensuring we reach as many residents as possible making use of all communication tools available to us and keeping residents up to date with progress</p>	<p>The annual satisfaction survey provides the Council with a standard source of data for gauging satisfactions levels across the district about service delivery and value for money, which enables informed decision making with regard to service provision and the planning of priorities.</p> <p>The service specific satisfaction and feedback enables services to react quickly to any issues identified and also provides the council with more frequent satisfaction results.</p> <p>It is important that the results are used as part of business and service planning and those areas of further investigation are progressed. These further investigations by officers, coordinated by the Insight Team, will provide the council with more detailed customer feedback and insight enabling</p>	<p>To reject the findings of the satisfaction survey results and not incorporate them as part of the business and service planning process for 2020-21. This has been rejected as the survey provides the Council with a standard source of data for gauging satisfactions levels across the district, which enables informed decision making with regard to service provision and priorities.</p>	<p>None</p>

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<p>1.3 Continue to develop the approach of consulting and engaging with our residents, ensuring we reach as many residents as possible making use of all communication tools available to us and keeping residents up to date with progress against the business plan.</p>				
<p>Agenda Item 10 Monthly Performance, Finance and Risk Monitoring Report - August 2019</p> <p>Report of Executive Director: Finance (Interim) and Assistant Director: Performance and Transformation</p>	<p>Resolved</p> <p>(1) That the monthly Performance, Risk and Finance Monitoring Report be noted.</p>	<p>The Council is committed to performance, risk and budget management and reviews progress against its corporate priorities on a monthly basis.</p>	<p>Option 1: This report illustrates the Council's performance against the 2019-20 business plan. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.</p>	<p>None</p>

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<p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the monthly Performance, Risk and Finance Monitoring Report.</p>		<p>This report provides an update on progress made so far in 2019-20 to deliver the Council's priorities through reporting on Performance, the Leadership Risk Register and providing an update on the financial position.</p>		
<p>Agenda Item 12 Financial Management System</p> <p>Report of Executive Director Finance (Interim)</p> <p>Recommendations</p> <p>As part of the budget setting process for 2019/20, the Council approved a capital project to replace the financial management system.</p>	<p>Resolved</p> <p>(1) That additional capital funding for the capital project to replace the financial management system be approved.</p> <p>(2) That the estimated revenue impact be noted.</p>	<p>The current initial five-year term of the contract with Civica ends on 31 March 2020. The Council approved the replacement and the best route is via a full and open tender process to secure a new finance system that will meet the Council's business needs – initially for a five-year period, but potentially for up to a further five years – possibly providing the finance functionality for the next decade.</p>	<p>Option 1: Extend the existing contract with Civica for a period of up to five years. This has been rejected due to the limited functionality being provided by the system and the inability to provide the high-quality financial reporting information identified in our user requirements gathering exercises.</p>	<p>None</p>

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<p>Following the separation of Cherwell and South Northamptonshire Council (SNC), engagement with the market and other councils who have recently replaced their system, the budget requirement has been revised. Therefore, Executive is recommended to:</p> <p>1.1 Approve additional capital funding.</p> <p>1.2 Note the estimated revenue impact.</p>		<p>The requested budget increase reflects the cost of adequately resourcing the project to ensure its success, the prices indicated in the current marketplace, the loss of economies of scale following the separation from SNC and the extension of the current Civica contract for 18 months.</p>	<p>Option 2: Enter into a partnership with another council, such as Oxfordshire County Council (OCC). OCC currently use an extensive integrated Enterprise Reporting and Performance system that combines finance, HR and payroll, income and debt management and procurement functions, which would require the Council to fundamentally change its approach and more importantly costs more than the solutions presented here</p>	<p>None</p>