

Cherwell District Council

Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 6 December 2011 at 6.30 pm

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

Councillor Ken Atack, Lead Member for Financial Management
Councillor Norman Bolster, Lead Member for Estates
Councillor John Donaldson, Lead Member for Banbury Brighter Futures
Councillor Michael Gibbard, Lead Member for Planning
Councillor James Macnamara, Lead Member for the Environment
Councillor Nigel Morris, Lead Member for Change
Councillor D M Pickford, Lead Member for Housing
Councillor Nicholas Turner, Lead Member for Customer Services

Also Present: Councillor Leslie F Sibley
Councillor Tim Emptage
Councillor Nicholas Mawer

Officers: Sue Smith, Chief Executive
Calvin Bell, Director of Development
Ian Davies, Director of Community and Environment
Martin Henry, Director of Resources / Section 151 Officer
Kevin Lane, Head of Law and Governance / Monitoring Officer
Claire Taylor, Corporate Performance Manager
Karen Muir, Corporate System Accountant
Natasha Clark, Senior Democratic and Scrutiny Officer

62 Declarations of Interest

There were no declarations of interest.

63 Petitions and Requests to Address the Meeting

There were no petitions or requests to address the meeting.

64 Urgent Business

There were no items of urgent business.

65 **Minutes**

The minutes of the meeting held on 7 November 2011 were agreed as a correct record and signed by the Chairman.

66 **Local Development Framework Annual Monitoring Report**

The Head of Strategic Planning and the Economy submitted a report which sought approval of the Local Development Framework's Annual Monitoring Report (AMR) for submission to the Secretary of State for Communities and Local Government, and to present the district's current housing land supply position.

In introducing the report, the Lead Member for Planning explained that the Local Development Framework's Annual Monitoring Report (AMR) presented information on development that had taken place or was permitted over the period from 1 April 2010 to 31 March 2011, provided a comprehensive review of housing land supply and reported on progress against the Local Development Framework. The Council was required to submit the AMR to the Secretary of State by 31 December 2011.

In terms of housing supply, the Lead Member for Planning reported that Planning Policy Statement (PPS) 3 required Local Planning Authorities to maintain a five year rolling supply of deliverable sites and states that where this cannot be demonstrated they should consider planning applications favourably having regard to other policies and considerations in the PPS. The draft National Planning Policy Framework would retain this requirement of a five year rolling supply plus an additional 20% above that level. The Council currently had a supply of 2.8 years for 2011-2016 and 2.9 years for 2012-2017. Members were advised that a detailed report on housing land supply would be submitted to Executive for consideration in February 2012. The Council was currently on target to bring the Core Strategy to Executive for consideration in April 2012. Should this be approved, it would then be subject to public consultation prior to submission to the Government Inspector in July 2012.

Members raised concerns that there was too much emphasis on housing land supply and the hard work Members and officers had undertaken on the Local Development Framework was not taken into consideration. In the course of the discussion, Members commented that sustainability should take precedence over housing supply figures, particularly in the current economic climate. Members also commented on the application of the Planning Obligations Supplementary Planning Document and its impact on small schemes and the Lead Member for Planning agreed to discuss its use as a tool for negotiation further with the relevant officers.

Resolved

- (1) That the Annual Monitoring Report be approved for submission to the Secretary of State and that authority be delegated to the Head of Strategic Planning and the Economy, in consultation with the Lead

Member for Planning, to make any necessary minor amendments prior to submission.

- (2) That the district's housing delivery position be noted.
- (3) That the preparation of a more detailed land supply update showing details at a sub-district level for approval by the Executive in February 2012 be authorised.

Reasons

The Annual Monitoring Report provides important information to assist policy making and development control decision making and is a statutory mechanism for monitoring housing delivery. Its most significant conclusion is that the district cannot report a 5 year housing land supply position. Changes to the plan making process and to national planning policy are also expected and the Local Development Scheme (programme) will be revised once the full implications of these changes are clear.

Options

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| Option One | To accept the 2011 AMR, noting the district's housing land supply position and agree that it should be submitted to the Secretary of State. |
| Option Two | To seek amendment of the 2011 AMR in consultation with the Lead Member for Planning before submission to the Secretary of State. |
| Option Three | To take any actions required by the Executive having considered the AMR, in addition to its submission to the Secretary of State with or without amendment. |

(Martin Henry joined the meeting during the discussion on this item. Councillor Macnamara left the meeting at the end of this item.)

67 Performance and Risk Management Framework 2011/12 Second Quarter Performance Report

The Head of Transformation and the Corporate Performance Manager submitted a report which presented the Council's performance for the period 1 July to 30 September 2011 as measured through the Performance Management Framework.

In introducing the report, the Lead Member for Change reported that the Joint Management Team was now in post and the Corporate Programme Manager was developing a transformation programme which would cover all key improvement and development projects going forward across both Cherwell District Council and South Northamptonshire Council. An update on the transformation programme would be presented as part of the quarterly

performance monitoring in place of the Council's improvement programme report.

In response to the address of Councillor Sibley, Leader of the Labour Group, regarding the drop in satisfaction with street cleansing and car parking in the Council's annual customer satisfaction survey, the Lead Member for Change reported that street cleansing would be reported on in the Quarter 3 performance report. The Deputy Leader reminded Executive that the Council had acknowledged that there had been dissatisfaction with the changes to parking fees and amended the parking policy accordingly.

Resolved

(1) That the following achievements be noted:

Cherwell: A District of Opportunity

- Job clubs have taken place throughout the district with 5 events and 109 people supported during September. Specialist events have focused on the needs of young people and local opportunities within the retail industry. Business support work is on going with the Cherwell Investment Partnership providing advice and support to local residents and business enquiries.
- The Bicester Conservation Area Appraisal has been completed and four more appraisals are underway.

A Cleaner Greener Cherwell

- The neighbourhood litter blitz programme is on track with events in Kidlington and Langford Village.
- The number of Bring Bank facilities are increasing and satisfaction with local recycling facilities (as measured through the annual survey) continues to grow.

A Safe, Healthy and Thriving Cherwell

- The Council continues to offer support to the local voluntary sector through its voluntary sector forum. The work to commission advisory services and volunteering support from the local voluntary sector is underway and will result in an improved local offer.
- The Council has a strong partnership with Age UK to provide a varied programme of activities for older people across the district. This programme is on track to deliver 40 sessions a month. This work supports the Council's objectives to help older people remain active and independent within their local communities.

An Accessible, Value for Money Council

- The implementation of a shared senior management team between Cherwell District and South Northamptonshire Councils has

resulted in significant savings for both authorities. These savings will help ensure the long term financial sustainability of both authorities and provide additional opportunities for further sharing and efficiencies which will help ensure the protection of frontline services.

- The Council has completed its programme of customer satisfaction and budget consultation to inform the council's budget and service priorities for 2012/13. Additional public consultation events have taken place to ensure local views are heard with regards to planning (Bolton Road, the Core Strategy and Eco-Bicester) and also to inform service improvement for example within customer and leisure services.

- (2) That officers be requested to report in the third quarter on the following items where performance was below target or there are emerging issues or risks:

Cherwell: A District of Opportunity

- The Brighter Futures in Banbury Programme is reporting amber in this quarter due to significant change in project manager roles. This is being reviewed in the third quarter by the steering group and a full update will be provided in the next quarterly report.

A Safe, Healthy and Thriving District

- Progress with the disabled facilities grants programme has slowed due to a decline in the rate of occupational therapy referrals. This arises from resource and staffing pressures in the social services and health sectors. Capital spend slippage may result. The issues are being kept under review.

A Cleaner, Greener District

- Customer satisfaction with street cleansing has seen a drop. As measured through the annual survey satisfaction in 2011 was 64% in comparison with 72% in 2010. However, service performance standards have been maintained and as such the drop in satisfaction was not expected. A review is being undertaken to identify any specific issues, for example local hotspots, and action required.

- (3) That the update on the delivery of the improvement and value for money programme be noted and that officers be requested from the third quarter to replace this update with a progress review tracking the transformation programme shared between Cherwell District Council and South Northamptonshire Council.

- (4) That the responses identified to issues raised in the 2011/12 Quarter One performance report be agreed.

Reasons

This report presents the Council's performance against its corporate scorecard for the second quarter of 2011/12. It includes an overview of successes, areas for improvement and emerging issues to be considered.

Options

- Option One**
- (1) To note the many achievements referred to in paragraph 1.3.
 - (2) To request that officers report in the third quarter on the items identified in paragraph 1.4 where performance was below target or there are emerging issues or risks..
 - (3) To agree the recommendation in paragraphs 1.5 and 1.6 which notes the delivery of the improvement and value for money programme and requests that from the third quarter this update is replaced with a progress review tracking the transformation programme shared between Cherwell District Council and South Northamptonshire Council.
 - (4) To agree the responses identified to issues raised in the end of year performance report in paragraph 2.1 or to request additional action or information.
- Option Two** To identify any additional issues for further consideration or review.

Draft Budget 1, Corporate Plan and Service Plans 2012 - 2013

The Head of Finance and Procurement submitted a report which presented the first draft of the budget, Corporate Plan and Service Plans 2012-13 and provided the first of two opportunities for the Executive to shape and refine the interaction between the Corporate Plan, the service plans that underpin the corporate plan and financial matters before the final budget would be presented to full Council on the 27 February 2012.

In introducing the report, the Lead Member for Financial Management explained that whilst there was a currently a shortfall, it was anticipated that a balanced budget would be presented to the February 2012 meeting of Executive for consideration and recommendation to full Council.

Councillor Nick Mawer, Chairman of the Resources and Performance Scrutiny Board, presented the recommendations and conclusions of the Boards budget scrutiny review. He explained that a small number of recommendations would be presented to Executive in due course as Board members had requested supplementary information for consideration. On behalf of the Board, Councillor Mawer thanked the Head of Finance and Procurement, her team

and all Lead Officers who had supported and contributed to the 2013-13 budget scrutiny process.

The Chairman thanked Councillor Mawer and the Resources and Performance Scrutiny Board for their hard work undertaking the budget scrutiny review. He endorsed the sentiments of the Lead Member for Financial Management that a balanced budget would be achieved by February 2012.

Resolved

- (1) That the draft Council Business Plan and Strategic Priorities for 2012-13 (set out as an annex to the Minutes in the Minute Book) be endorsed.
- (2) That the proposed service priorities for 2012-13 (set out as an annex to the Minutes in the Minute Book) be endorsed.
- (3) That the draft budget be noted in the context of the Council's service objectives and strategic priorities.
- (4) That the areas of revenue growth be noted.
- (5) That the areas of additional income or cost reductions that will be considered in order to get to a balanced 2012/13 budget be noted.
- (6) That the recommendations of the scrutiny reviews of discretionary expenditure and the capital programme that were considered at the Resources and Performance Scrutiny Board on 22 November 2011 (set out as an annex to the Minutes in the Minute Book) be noted.
- (7) That at this stage no other matters be taken into consideration in producing a balanced budget for the meeting of the Executive on 10 January 2011.
- (8) That the draft revenue and council business plan (set out as an annex to the Minutes in the Minute Book) be endorsed as the basis for consultation.

Reasons

There is a statutory requirement for the Council to set a balanced budget by 11 March 2012 and this report provides a first draft of the 2012/13 revenue and capital budget.

The draft 2012/13 revenue and capital budget and corporate plan will form the basis for consultation with our stakeholders and the output of this consultation will be considered in formulating the final 2012/13 budgets and Corporate Plan.

Options

Option One To review draft revenue budget to date and consider

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actions arising.

Option Two

To approve or reject the recommendations above or request that Officers provide additional information.

The meeting ended at 8.00 pm

Chairman:

Date: