

## **Cherwell District Council**

### **Executive**

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 6 July 2009 at 6.30 pm

Present: Councillor Barry Wood (Chairman)

Councillor G A Reynolds  
Councillor Ken Attack  
Councillor Norman Bolster  
Councillor Michael Gibbard  
Councillor James Macnamara  
Councillor Kieron Mallon  
Councillor Nigel Morris  
Councillor D M Pickford

Also present: Councillor Colin Clarke  
Councillor Lawrie Stratford

Apologies for absence: Councillor Nicholas Turner  
Mary Harpley Chief Executive

Officers: Ian Davies, Strategic Director - Environment and Community  
Julie Evans, Strategic Director - Customer Service & Resources  
John Hoad, Strategic Director - Planning, Housing and Economy  
Mike Carroll, Head of Improvement  
Liz Howlett, Head of Legal & Democratic Services and Monitoring Officer  
Karen Curtin, Head of Finance  
Tony Brummell, Head of Building Control & Engineering Services  
Grahame Helm, Head of Safer Communities & Community Development  
Ed Potter, Head of Environmental Services  
Chris Rothwell, Head of Urban & Rural Services  
Jo Smith, Communications Manager  
James Doble, Democratic, Scrutiny and Elections Manager

**Recommendations to Council**

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**Investment Strategy**

The Strategic Director Customer Service and Resources submitted a report setting out the revised Investment Strategy for treasury operations for 2009/10, replacing the strategy approved by the Executive on 2 March 2009.

**Resolved**

That the revised Investment Strategy 2009/2010, with the amendment that the split between specified and non-specified investments should be 50/50 be recommended to Council for approval.

**Reasons** - The strategy fulfils the Council’s requirement under the Local Government Act 2003 and guidance subsequently issued by the Office of the Deputy Prime Minister (now CLG) in March 2004, to prepare an annual investment strategy.

**Options**

<b>Option One</b>	Do nothing. Whilst the current strategy continues to comply fully with the regulatory framework the recommended changes reflect the Council’s consideration of the most recent external developments and newly published guidelines in keeping with our commitment to best practice.
<b>Option Two</b>	Impose immediate changes to the Council’s investment portfolio. The Council’s current investment portfolio is sound and the parameters governing those investments appropriate and robust. There is no need to exit current arrangements. To do so could incur unnecessary financial penalties.
<b>Option Three</b>	Continue to incorporate best practice, accommodating newly published external guidance via a smooth transitional process re-profiling investments over time.

11 **Declarations of Interest**

Councillors declared interests in the following agenda items:

**8. Update on the Government's Ecotown Programme.**

Councillor Barry Wood, Personal, as persons known to him have a land interest in land in the area of, but outside the eco zone.

Councillor G A Reynolds, Personal, as a County Councillor due to the County Council having a land interest at Gowell's Farm.

Councillor Kieron Mallon, Personal, as a County Councillor due to the County Council having a land interest at Gowell's Farm.

Councillor Michael Gibbard, Personal, as a County Councillor due to the County Council having a land interest at Gowell's Farm.

Councillor Norman Bolster, Personal, as a County Councillor due to the County Council having a land interest at Gowell's Farm.

**10. Integrated Vehicle Parking Strategy: Taxi Ranks.**

Councillor Nigel Morris, Personal, as a private hire badge holder.

**11. Concessionary Fares - A Task & Finish Group Scrutiny Review.**

Councillor G A Reynolds, Prejudicial, as a user of the concessionary fares scheme in receipt of tokens.

Councillor Ken Atack, Personal, as a user of the concessionary fares scheme.

Councillor Nigel Morris, Personal, as a bus pass holder.

**13. Cotswold Area of Outstanding Natural Beauty Management Plan 2008-2013.**

Councillor G A Reynolds, Personal, as a member of the Board of Area of Outstanding Natural beauty.

12 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

13 **Urgent Business**

There was no urgent business.

14 **Minutes**

The minutes of the meeting held on 15 June 2009 were agreed and signed by the Chairman.

15

**Forward Plan**

The Leader of the Council submitted the Forward Plan of key decisions to be taken over the next four months.

**Resolved**

That the Forward Plan for the next four months be noted.

**Reasons** – to create a Forward Plan for the Council as required by the Local Government Act 2000.

**Options**

<b>Option One</b>	To adopt the recommendation. The Council must by law publish a Forward Plan. The only options concern its contents.
<b>Option Two</b>	To propose amendments to the Forward Plan.

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**Cherwell Sustainable Community Strategy**

The Chief Executive and Community and Corporate Planning Manager submitted a report to agree a consultation draft of the Cherwell Sustainable Community Strategy.

**Resolved**

- 1) That a draft of the Cherwell Sustainable Community Strategy be agreed prior to three months of public consultation.
- 2) That any amendments on the draft arising from Cherwell Community Planning Partnership be agreed with the Portfolio Holder for Policy and Community Planning.

**Reasons** - The Cherwell Sustainable Community Strategy will be the top level guiding document for the Cherwell area. It will influence future policies and plans and it will be used to influence future funding including Local Area Agreements. It will be the key strategic document for Cherwell District Council and drive the content of the next Cherwell District Council Corporate Plan.

**Options**

<b>Option One</b>	To agree the draft Cherwell Sustainable Community Strategy for public consultation as set out in Appendix 1.
<b>Option Two</b>	To make amendments to the draft Cherwell Sustainable Community Strategy set out in Appendix 1.

<b>Option Three</b>	To delegate a decision on the draft Cherwell Sustainable Community Strategy to the Portfolio Holder for Policy and Community Planning.
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### **Update on the Government's Ecotown Programme**

The Head of Planning and Affordable Housing submitted a report to update the Executive on the Government's ecotown programme.

#### **Resolved**

That officers be instructed to prepare and report back on full proposals for:

- 1) A small, single purpose, local authority committee charged by relevant Councils with all decision making on implementation issues for a defined development area. This to include options for a formal joint committee including the County Council as highway authority / service provider and the Town Council as service provider. The committee should hold appropriate delegated powers from all the councils involved. The committee should be led and chaired by Cherwell.
- 2) A dedicated, multi-disciplinary, officer team / network to provide project management, administrative and technical / regulatory support to the committee.
- 3) Direct involvement of the Government in the Committee preferably through co opted, non voting membership of the Committee from the Homes and Communities Agency (the Government body expected to take responsibility for implementation of the eco towns programme following finalisation of the policy position) and other relevant Government bodies and agencies.
- 4) Negotiation of appropriate resource contributions to the officer team / network from local partners and Government agencies. This to include staff support and project funding.
- 5) Exploration of appropriate mechanisms, initially for liaison, and eventually for formal partnership, with the private sector on implementation of the development.
- 6) A programme for early and strong public engagement between the Council (via the new committee) and local stakeholders and the public on detailed plans for the new development and the relationship between the plans and the overall economic and community development of Bicester.

**Reasons** - A Government decision is expected in mid July. There has been a clear statement from the Department of Communities and Local Government (CLG) that there will only be one eco town location for Cherwell. It is hoped that the Council's hard work in promoting an alternative to Weston Otmoor will be reflected in the selection of NW Bicester as an eco town location listed in the PPS. With the decision imminent it is important to be able to move quickly in response.

**Integrated Vehicle Parking Strategy: Taxi Ranks**

The Head of Urban and Rural Services submitted a report to advise Members on progress with the initial options appraisal for additional rank space for Hackney Carriage Vehicles in Banbury, Bicester and Kidlington.

**Resolved**

- 1) That the review and options appraisal be noted.
- 2) That further detailed design/investigation into additional rank space be approved on the preferred options of:
  - Banbury: Bridge Street
  - Banbury: Horsefair
  - Banbury: North Bar
  - Bicester: Bell Lane
  - Kidlington: Oxford Road
- 3) That the Head of Urban and Rural Services be delegated in consultation with the Leader of the Council to:
  - Seek agreement with Oxfordshire County Council on funding and implementation of the final schemes
  - Undertake formal consultation on the selected options, and
  - Secure any approvals from the Department for Transport

**Reasons** - The Executive received a report at its 2 March 2009 meeting and resolved that options for additional taxi rank spaces should be investigated further.

**Options**

<b>Options</b>	The Council can: <ul style="list-style-type: none"> <li>• Progress with all options or</li> <li>• Progress some of the options or</li> <li>• Retain the current provision with no increase</li> </ul>
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**Concessionary Fares - A Task & Finish Group Scrutiny Review**

The Overview and Scrutiny Committee submitted a report to consider the overview and scrutiny Task & Finish Group report on Concessionary Fares. Cllr Clarke, Chairman of the Task & Finish Group presented the key findings.

**Resolved**

- 1) That the work of the Task and Finish Group scrutiny review into Concessionary Fares as detailed in Appendix 1 to the report be noted;

- 2) That the Overview and Scrutiny Committee recommendations regarding concessionary travel as detailed below be approved:

**Recommendation 1: Smart Card Reader Scheme**

That Cherwell District Council should not pursue the introduction of a Smart Card Reader scheme at this time due to the significant financial investment required and reservations about the current technical capacity of such schemes to meet the Council's needs.

**Recommendation 2: Mis-ticketing**

That the Portfolio Holder should publicise the importance of checking bus tickets and encourage bus pass holders to submit examples of mis-ticketing. The Portfolio Holder should follow-up examples of mis-ticketing with the bus companies; monitor the scale and value of the problem for the remainder of the financial year; and report on the results and proposed actions to the Overview and Scrutiny Committee in the spring of 2010.

**Recommendation 3: Management Information**

That the Portfolio Holder should encourage the concessionary fare service providers to move to a monthly rather than quarterly claim and settlement cycle.

**Recommendation 4: National Travel Tokens**

That the current arrangements for the issue of national travel tokens should continue for 2009/10 and that the Portfolio Holder should monitor the take up and use of the national travel token scheme. The Council's continued participation in the national travel token scheme should be reviewed against the findings of the independent research into the provision of community transport schemes in the district (see recommendation 5).

**Recommendation 5: Community Transport**

That Cherwell District Council should continue to support and promote the provision of community transport schemes across the District. In support of this corporate priority the Portfolio Holder should commission research into the feasibility of introducing alternative community transport schemes in those parts of the district where residents do not benefit from the concessionary bus pass, national travel tokens or the Dial-A-Ride service.

**Recommendation 6: Consortium approach**

That the Portfolio Holder should open discussions with colleagues at the County Council and the District/City councils with a view to promoting a co-ordinated approach to the delivery of the national concessionary travel scheme, subject to the outcome of the government's consultation on the administration of concessionary fares schemes.

**Recommendation 7: Government Consultation**

That the Portfolio Holder should be invited to use the work of this Task & Finish Group and the conclusions and recommendations in this

report to inform the Council's response to the government's consultation on the administration of concessionary fares schemes.

**Recommendation 8: Concessionary Travel Scheme**

That the start time for the concessionary travel scheme in Cherwell should not be reviewed again and should remain at 09.30 am, in line with the statutory scheme, until April 2011 when the new arrangements for the administration of the concessionary travel scheme will come into force.

- 3) That following further discussion between Oxfordshire local authorities that the response from this authority to the Government should state that the concessionary travel scheme be operated nationally by the Government (who would deal with the cost of the scheme and reimbursements), but administered locally by District Councils (who would deal with local residents).
- 4) That the Portfolio Holder be requested to investigate placing adverts on buses raising the issue of mis-ticketing and the cost per use of the dial-a-ride service.

**Reasons** - The Overview and Scrutiny Committee considered the conclusions of a Task & Finish Group review into concessionary travel at its meeting on 9 June 2009. The Overview and Scrutiny Committee resolved to refer the report and its recommendations to the Executive. The report covers the second phase of a scrutiny review into concessionary travel. The initial scrutiny work conducted in 2008 concentrated on the financial implications to the Council of changing the start time of the concessionary travel scheme within the district. That work was completed in November 2008 but it identified a number of wider issues relating to concessionary travel that the Task & Finish Group agreed to look at in 2009.

**Options**

<b>Option One</b>	To accept some or all of the overview and scrutiny recommendations.
<b>Option Two</b>	To reject some or all of the overview and scrutiny recommendations.

**Definition of Waste and Collection from Schools and Charities**

The Head of Environmental Services submitted a report to agree the approach and the charges for collecting chargeable household waste from charities and schools

**Resolved**

- 1) That the approach to dealing with chargeable household waste as set out in annex to these minutes (as set out in the minute book) be agreed.



- 2) That the proposed fees for the collection of waste from schools and charities be agreed
- 3) That the Council work with other authorities in Oxfordshire through the Oxfordshire Waste Partnership to ensure a consistent approach to the different waste categories to minimise any additional cost to the taxpayer

**Reasons** - The Council has been collecting household waste from all domestic properties. In addition to domestic properties, places of religious worship and village halls have been largely treated in a similar manner to domestic properties. Introducing chargeable household waste collections could present issues regarding administration and the charging mechanism. However it is proposed that for charity shops the existing pre-paid commercial refuse & recycling sacks (orange – for refuse, blue for recycling) are offered with the disposal and treatment charges removed. This is the easiest way of administering charges to small charities. For larger charities and schools to encourage these institutions to recycle as much of their waste as possible it is proposed that they are treated as households receiving an alternate week collection service only. Consequently each school or charity would be issued with containers that have at least 50% capacity for recycling. The proposed charges are annual charges. The larger the residual waste bin required then the greater the charges made. Brown bins will be made available once food waste collections commence across the district.

**Options**

<b>Option One</b>	Collect waste from schools and charities but make no charge. This will increase Cherwell's Waste Collection costs
<b>Option Two</b>	Implement a chargeable Household Waste scheme to schools and charities which covers all the costs of the Waste Collection service and ensures the service complies with Defra's interpretation of The Controlled Waste Regulations

21 **Cotswold Area Of Outstanding Natural Beauty Management Plan 2008-2013**

The Head of Planning and Affordable Housing submitted a report to consider whether to endorse the Cotswolds Area of Outstanding Natural Beauty Management Plan as supplementary guidance.

**Resolved**

- 1) That the Cotswolds Area of Outstanding Natural Beauty Management Plan as supplementary guidance as allowed by the provisions of paragraph 6.3 of Planning Policy Statement PPS12 be endorsed.

**Reasons** - the Cotswolds Conservation Board has requested the Council to endorse the Cotswolds AONB Management Plan as supplementary guidance under the provisions of Section 6.3 of PPS12.

**Options**

<b>Option One</b>	To endorse the Cotswolds AONB Management Plan as supplementary guidance
<b>Option Two</b>	To not endorse the Cotswolds AONB Management as supplementary guidance

22

**Exclusion of the Press and Public**

**Resolved**

That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that it could involve the likely disclosure of exempt information as defined in paragraphs 3 of Schedule 12A of that Act.

**EXEMPT**

23

**Banbury Market Future Management**

The Head of Urban and Rural Services submitted a report setting out the options appraisal for the future operation and management of Banbury Market

**Resolved**

That the recommendations as set out in the exempt report be agreed , with the amendment to Recommendation 5 that the proposal set out in Recommendation 5 be taken forward for a future decision.

**Reasons** – An appraisal has been undertaken on options identified by the Executive at its 16 March 2009 meeting.

The meeting ended at 8.23 pm

Chairman:

Date: