

Cherwell District Council

Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 7 June 2010 at 6.30 pm

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

Councillor Ken Atack
Councillor Norman Bolster
Councillor Colin Clarke
Councillor Michael Gibbard
Councillor James Macnamara
Councillor Nigel Morris
Councillor D M Pickford
Councillor Nicholas Turner

Officers: Mary Harpley, Chief Executive and Head of Paid Service
Ian Davies, Strategic Director - Environment and Community
John Hoad, Strategic Director - Planning, Housing and Economy
Liz Howlett, Head of Legal & Democratic Services and Monitoring Officer
Karen Curtin, Head of Finance
Philip Clarke, Head of Planning Policy and Economic Development
Martin Henry, Chief Finance Officer / Section 151 Officer
Richard Hawtin, Team Leader Property and Contracts
Paul Marston-Weston, Head of Recreation & Health
Claire Taylor, Corporate Strategy and Performance Manager
Craig Forsyth, Communications Officer
James Doble, Democratic, Scrutiny and Elections Manager

10 **Declarations of Interest**

Members declared interests in the following agenda items:

6. Banbury Cultural Quarter.

Councillor Norman Bolster, Personal, as a County Councillor due to the County Council interest in the project.

Councillor Michael Gibbard, Personal, as a County Councillor due to the County Council interest in the project.

Councillor G A Reynolds, Personal, as a County Councillor due to the County Council interest in the project.

Councillor Nicholas Turner, Personal, as a County Councillor due to the County Council interest in the project and as a member of The Mill management committee.

7. Homes & Communities Agency (HCA) Single Conversation - Local Investment Plan and Agreement.

Councillor Norman Bolster, Personal, as a County Councillor due to the County Council interest in the project.

Councillor Michael Gibbard, Personal, as a County Councillor due to the County Council interest in the project.

Councillor Nicholas Turner, Personal, as a County Councillor due to the County Council interest in the project.

Councillor G A Reynolds, Personal, as a County Councillor due to the County Council interest in the project.

8. Local Transport Plan 3 (2011-2030) Cherwell District Council Response to Consultation by Oxfordshire County Council.

Councillor Norman Bolster, Personal, as a County Councillor due to the County Council interest in the project.

Councillor Michael Gibbard, Personal, as a County Councillor due to the County Council interest in the project.

Councillor G A Reynolds, Personal, as a County Councillor due to the County Council interest in the project.

Councillor Nicholas Turner, Personal, as a County Councillor due to the County Council interest in the project.

11 Petitions and Requests to Address the Meeting

There were no petitions or requests to address the meeting.

12 Urgent Business

There was no urgent business.

13 Minutes

The minutes of the meeting held on 24 May 2010 were agreed as a correct record and signed by the Chairman.

14 Banbury Cultural Quarter

The Strategic Director Environment and Community submitted a report to consider progress of the Banbury Cultural Quarter and the Council's contribution to it.

Resolved

- (1) That the Council continue to offer its full support to delivering a Banbury Cultural Quarter in conjunction with Oxfordshire County Council and the Mill Management Committee;
- (2) That it be agreed in principle, subject to a funding agreement, to enhance the County Council's new library/Mill project with up to £2m of capital funding;
- (3) That the Strategic Director Environment and Community in consultation with the Head of Finance and the Portfolio Holder for Environment, Recreation and Health be authorised to negotiate and conclude the final terms of the funding agreement.

Reasons

The opening of the new Spiceball Leisure Centre, the ongoing success of the Banbury Museum and the County Council's intention to create a new and vibrant arts and library centre at The Mill will create sufficient collective recreational and cultural activity to form a basis of a Cultural Quarter for the town. Further developments of a complementary nature such as improved car parking and adjacent commercial developments will enhance the Cultural Quarter accessibility and attractiveness. Additional funding for the new library/Mill development is required if it is to achieve its full potential and meet more fully the future needs of local people.

Options

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| Option One | Not to invest in the new library/Mill development. |
| Option Two | Invest up to £2 m in the new library/Mill development. |
| Option Three | Invest a higher sum in the new library/Mill development. |

15

Homes & Communities Agency (HCA) Single Conversation - Local Investment Plan and Agreement

The Strategic Director Planning, Housing and Economy submitted a report to present the results of partnership work with the Homes & Communities Agency (HCA) on the Oxfordshire Local Investment Plan (LIP) and to recommend entering into a Local Investment Agreement (LIA) based on it.

Resolved

- (1) That the partnership work recently undertaken on the HCA Single Conversation process and the resultant Local Investment Plan (LIP) be noted.

- (2) That it be agreed that the Council enters into the proposed Oxfordshire Local Investment Agreement (LIA) (Draft at Appendix 1 to the Report).
- (3) That the council delegate responsibility for finalisation of the Local Investment Agreement (LIA) wording to the Chief Executive in consultation with the Leader of the Council.

Reasons

The Homes and Communities Agency (HCA) is currently piloting a new approach to its method of planning distribution of funding. This involves what has been termed the 'Single Conversation'. The intent is for HCA to work with local authorities to produce a comprehensive Local Investment Plan (LIP) detailing agreed priorities for government investment that can support local development and infrastructure schemes.

Options

- Option One** Enter into the Local Investment Agreement with HCA and the other Oxfordshire local authorities
- Option Two** Decline to enter into the Local Investment Agreement

16 **Local Transport Plan 3 (2011-2030) Cherwell District Council Response to Consultation by Oxfordshire County Council**

The Head of Planning Policy and Economic Development submitted a report to present information and update the Executive of the consultation on the emerging third Local Transport Plan (LTP3) with a view to making a further representation to the full consultation in late 2010.

Resolved

- (1) That the contents of this report and consultation to date be noted and it be agreed to continue to monitor the preparation of the Local Transport Plan with a view to making a further response to the consultation on the Draft Local Transport Plan in late 2010
- (2) That the proposed responses set out in paragraphs 1.25 to 1.52 of annex 1 to these minutes (as set out in the minute book) be agreed as the basis of the Council's response to the "scenarios" public consultation.
- (3) To comment additionally that:-
 - The scenario-based consultation is not helpful in considering the specific transport needs and issues relating to areas of Cherwell District. There should, therefore be specific consultation on scheme choices relating to specific locations in the county.

- The final LTP should be organised district-by-district and by settlements to create a stronger spatial link with Local Development Frameworks.

Reason

Oxfordshire County Council is currently preparing its third Local Transport Plan (LTP). The LTP sets out a vision for transport in Oxfordshire. It is required to produce an LTP by April 2011 in order to meet the requirements of the Transport Act 2000 (amended by the Local Transport Act 2008). The previous two LTPs cover a 5 year period and the current LTP runs to 2011. The emerging LTP will cover a longer time period of 20 years allowing greater flexibility in its development and sets the long term strategy and transport objectives for the area. This brings it into line with the Oxfordshire Sustainable Communities Strategy ("Oxfordshire 2030") and provides some headroom beyond 2026 which is the timeframe within which LDFs are being prepared.

Options

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| Option One | To endorse the views expressed in this report as the Council's response to the consultation on scenarios within the LTP3 |
| Option Two | To amend or add to the consultation response as the Executive considers appropriate. |
| Option Three | Not to respond to the consultation |

17

Petitions and E-Petitions

The Head of Legal and Democratic Services submitted a report to enable the council to implement the Local Democracy, Economic Development and Construction Act 2009 which introduced a duty to respond to petitions and the requirement to provide a facility for the electronic submission of petitions on the Council website.

Resolved

- (1) That the Petition Scheme set out at Annex 2, to the minutes (as set out in the minute book) be approved for recommendation to Council on 19 July.
- (2) That the Monitoring Officer be requested to prepare the constitutional amendments required for Council to consider.
- (3) That Officers be requested to begin work on developing the system and guidance regarding e-petitions and that this be reported to the Executive in October 2010 for consideration, prior to approval by Council in October.

Reasons

The Local Democracy, Economic Development and Construction Act 2009 introduced a duty to respond to petitions and the requirement to provide a facility for the electronic submission of petitions on the Council website.

Options

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| Option One | To agree the recommendations |
| Option Two | Not to agree the recommendations |
| Option Three | To amend the recommendations |

18 **Sport Centre Modernisation - End of Project Appraisal**

The Strategic Director, Environment and Community submitted a report to provide an end of project report for the Sport Centre Modernisation Programme.

Resolved

- (1) That the end of project report and the positive outcomes that have already been achieved be noted.
- (2) That it be agreed that the capital under spend be returned to reserves.

Reasons

The Executive received a Sport Centre Modernisation report in November 2008 detailing the financial position. This report serves as an end of project report and appraisal and details the outcomes and objectives achieved.

Options

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| Option One | To note the report and determine what action should be taken with regard to the capital under spend. |
| Option Two | To explore reinvesting some of the under spend in the leisure centres as a means of spend to save and/or improving energy efficiency. |

19 **Performance Management Framework 2009/2010 End of Year Performance and Finance Report**

The Head of Finance and the Corporate Strategy and Performance Manager submitted a report covering the Council's performance in 2009/2010, as measured through the Corporate Scorecard, and summarises the Council's provisional Revenue and Capital performance for the financial year 2009/2010. The Leader of the Council requested that a 1 page aide memoire regarding this document be produced for councillors.

Resolved

- (1) That it be noted despite tougher performance targets, the Council has met or made satisfactory progress on 96% of the performance targets in the Corporate Scorecard and met or made satisfactory progress on 97% of the performance targets in the Corporate Plan.
- (2) That it be noted despite tougher performance targets, the Council has met or made satisfactory progress on 98% of the targets in the Corporate Improvement Plan.
- (3) That the progress in delivering the Council's strategic objectives and the many achievements referred to in paragraphs 1.4 and 1.5 be noted.
- (4) That an update on the issues highlighted below be given:
 - The performance for processing new benefits claims and changes in circumstances. Throughout the year monthly performance reports kept a watching brief on the performance of the service and the impact of the new service delivery contract. Performance has shown a steady trend of improvement, in March 2010 the average time to process a new claim was 18.7 days (below the target of 20 days) and the average time to process a change in circumstance was 10.97 against a target of 13. However, the Council recognises that this is an issue that needs to be kept under review and the quarter one performance report for 2010/11 will include a summary of ongoing performance.
 - Planning performance in terms of appeals and major developments. An update will be given in the next quarterly report; this indicator has been kept under review in the light of the impact of the recession.
 - In 2009/10 Banbury Museum and Tourist Information Centre received only 1518 fewer visits than in the previous year despite the changes to opening hours. The target for 2010/11 will be re-profiled, reflecting the Sunday closure and included within the next quarterly performance report.
 - Adult and children's participation in sport and positive activities. County wide surveys indicate a possible drop in performance. We don't yet have the detailed information at a district level but this will be kept under review to identify any impacts for Cherwell.
 - Percentage of invoices paid within 30 days: this target is slightly off track and actions are in place to improve performance. In addition a new target has been added to the performance management framework for 2010/11 which sets tougher targets of 14 days for local suppliers (in line with our sustainable procurement strategy). An update will be brought forward in the next quarterly performance report.

- (5) That the provisional revenue out-turn position for 2009/2010 detailed in Annex 3 to the minutes (as set out in the minute book) be agreed.
- (6) That agreement be give to the carry forward revenue budgets which have slipped in 2009/2010 being carried forward into the 2010/2011 revenue budget as set out in Annex 4 to the minutes (as set out in the minute book).
- (7) That the continued improvement in accuracy and reliability that the Council has made in projecting the year end position through the embedding of the Corporate Dashboard be noted.
- (8) That the provisional capital out-turn position for 2009/2010 detailed in Annex 5 to the minutes (as set out in the minute book) be noted.
- (9) That the balances on capital schemes which have slipped in 2009/2010 to be carried forward into the 2010/2011 capital programme be agreed as set out in Annex 6 to the minutes (as set out in the minute book).

Reasons

The Council's performance in 2009/10 as measured through the Performance Management Framework and the provisional revenue and capital position. Central to this is the Corporate Scorecard, which is made up of the Council's priority performance targets. The Corporate Scorecard covers seven areas of performance. These are performance against the Local Area Agreement and the Community Strategy, the Corporate Plan promises, National Indicators, priority service indicators, finance, human resource, and customer satisfaction targets.

Options

Option One To review current performance levels and consider any actions arising.

Option Two To approve or reject the recommendations above.

Annual Review of Representation on Outside Bodies

The Head of Legal and Democratic Services submitted a report to present proposals to improve the effectiveness of the support arrangements for member representation on outside bodies prior to the appointment of representatives for 2010/2011 by the Leader of the Council. It was noted that Councillor Clarke would replace Councillor Donaldson on the Mill management committee. The Leader of the Council thanked Councillor Attack for his work on the review.

Resolved

- (1) That the proposals to improve the effectiveness of the support arrangements for member representation on outside bodies be agreed.

- (2) That the proposed changes to the list of outside bodies to which the Leader of the Council will make appointments in 2010/11 be noted.

Reasons

The continued focus at all levels of government on the value and benefits to be derived from working in partnership to achieve shared objectives and common goals reaffirms the importance of this review of the Council's support arrangements for member representation on outside bodies. The introduction of clear processes will allow the Council to build strong and structured relationships with outside organisations across the community.

Options

- Option One** To continue with the present arrangements for outside organisations to which appointments are currently made.
- Option Two** To adopt the proposals to improve the effectiveness of the support arrangements for member representation on outside bodies and to agree the proposed changes to the list of outside bodies to which the Leader of the Council will make appointments in 2010/11.

The meeting ended at 7.57 pm

Chairman:

Date: