

**Committee:** Executive  
**Date:** Monday 7 January 2013  
**Time:** 6.30 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

### Membership

<b>Councillor Barry Wood (Chairman)</b>	<b>Councillor G A Reynolds (Vice-Chairman)</b>
<b>Councillor Ken Atack</b>	<b>Councillor Norman Bolster</b>
<b>Councillor John Donaldson</b>	<b>Councillor Michael Gibbard</b>
<b>Councillor Tony Ilott</b>	<b>Councillor Nigel Morris</b>
<b>Councillor D M Pickford</b>	<b>Councillor Nicholas Turner</b>

## AGENDA

1. **Apologies for Absence**

2. **Declarations of Interest**

Members are asked to declare any interest and the nature of that interest that they may have in any of the items under consideration at this meeting.

3. **Petitions and Requests to Address the Meeting**

The Chairman to report on any requests to submit petitions or to address the meeting.

4. **Urgent Business**

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

5. **Minutes** (Pages 1 - 16)

To confirm as a correct record the Minutes of the meeting held on 3 December 2012.

## **Service Delivery and Innovation**

6. **Council Investment in District Sports Facilities Post 2012** **6.35pm**  
(Pages 17 - 22)

Report of Director of Community and Environment

### **Summary**

This report is intended to identify the need for investment in the stock of the Council's current and proposed sports facilities and to do so in a manner which responds to the increased demand for sports participation arising from the highly successful 2012 Olympic Games.

### **Recommendations**

Executive is recommended to consider:

- (1) The Council establishing a medium term Olympic Legacy Fund to support increased sporting participation in football, cricket, rugby, hockey, athletics and tennis.
- (2) Investment in the Council's stock of existing and proposed facilities which meet the above requirement should be given priority, especially where there is a focus on sports participation by young people.
- (3) The first call on the fund to be the facility investment projects for North Oxfordshire Academy Athletics Track, Kidlington and Gosford Leisure centre Artificial Turf Pitch, Stratfield Brake and the Phase 2 balance of funding for the SW Bicester Sports Village as detailed in the draft capital programme and subject to its approval.

## **Value for Money and Performance**

7. **Draft Budget One 2013/14** (Pages 23 - 30) **6.50pm**

\*\* Please note that Appendix 1 and Appendix 2 will follow as they are currently being finalised following the announcement of the Government settlement \*\*

Report of Head of Finance and Procurement

### **Summary**

The Council has to adopt a budget for 2013/14 as the basis for calculating its level of Council Tax and has to base that budget on its plans for service delivery during the year, recognising any changes in service demand that may arise in future years. This is the first of two opportunities that the Executive has to shape and refine the

appending plans before the final budget is presented to the Council on 27 February 2013.

## **Recommendations**

The Executive is recommended to:

- (1) consider the draft revenue budget (detailed in Appendix 1);
- (2) note the recommendations of the scrutiny reviews of discretionary expenditure and the capital programme that were considered at the Resources and Performance Scrutiny Board meetings October 2012 to December 2012 and detailed in Appendix 2;
- (3) advise of any other matters they would like taken into consideration in producing a balanced budget for the meeting of the Executive on 4 February 2013;
- (4) endorse the passporting of the Council Tax Reduction Scheme (CTRS) grant to local preceptors as detailed in Para 2.20-2.26.
- (5) note the decision taken in Oxfordshire not to progress with a pool

## **Urgent Business**

### **8. Urgent Business**

Any other items which the Chairman has decided is urgent.

### **9. Exclusion of the Press and Public**

The following report contains exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

3– Information relating to the financial or business affairs of any particular person (including the authority holding that information).

5 – Information in respect of which a claim to legal professional privilege council be maintained in legal proceedings

Members are reminded that whilst the following item(s) have been marked as exempt, it is for the meeting to decide whether or not to consider each of them in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to pass the following recommendation:

“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 they could involve the likely disclosure of exempt information as defined in paragraphs 3 and 5 of Schedule 12A of that Act.”

**10. The Oxford and Central Oxfordshire and Milton Keynes and South East Midlands City Deals (Pages 31 - 64) 7.15pm**

Exempt Report of Director of Resources

This report is exempt from publication by virtue of paragraphs 3 and 5 of Schedule 12A of Local Government Act 1972.

**(Meeting scheduled to close at 7.25pm)**

## **Information about this Agenda**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwellandsouthnorthants.gov.uk](mailto:democracy@cherwellandsouthnorthants.gov.uk) or 01295 221589 prior to the start of the meeting.

### **Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

### **Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

### **Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012**

This agenda constitutes the 5 day notice required by Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in terms of the intention to consider an item of business in private.

### **Evacuation Procedure**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

### **Access to Meetings**

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

## **Mobile Phones**

Please ensure that any device is switched to silent operation or switched off.

## **Queries Regarding this Agenda**

Please contact Natasha Clark, Democratic and Elections  
natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

**Sue Smith**  
**Chief Executive**

Published on Friday 21 December 2012

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# Agenda Item 5

## Cherwell District Council

### Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 3 December 2012 at 6.30 pm

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

Councillor Ken Atack, Lead Member for Financial Management  
Councillor Norman Bolster, Lead Member for Estates and the Economy  
Councillor John Donaldson, Lead Member for Banbury Brighter Futures  
Councillor Michael Gibbard, Lead Member for Planning  
Councillor Tony Ilott, Lead Member for Public Protection  
Councillor Nigel Morris, Lead Member for Clean and Green  
Councillor D M Pickford, Lead Member for Housing

Also Present: Councillor Andrew Beere, in place of Councillor Patrick Cartledge, Leader of the Labour Group  
Councillor Tim Emptage, Leader of the Liberal Democrat Group

Apologies for absence: Councillor Nicholas Turner, Lead Member for Performance and Customers

Officers: Sue Smith, Chief Executive  
Calvin Bell, Director of Development  
Martin Henry, Director of Resources / Section 151 Officer  
Kevin Lane, Head of Law and Governance / Monitoring Officer  
Adrian Colwell, Head of Strategic Planning and the Economy (for agenda items 6, 7 and 8)  
Jo Pitman, Head of Transformation (for agenda items 9 and 10)  
David Peckford, Senior Planning Officer (for agenda items 6 and 7)  
Louise Tustian, Land Charges Manager (for agenda item 9)  
Shirley Vaughan, Performance and Planning Officer (for agenda item 9)  
Michal Gogut, Consultation & Engagement Officer (for agenda item 9)  
Helen Town, Strategic Housing Officer (for agenda item 16)  
Natasha Clark, Team Leader, Democratic and Elections

#### 64 **Declarations of Interest**

There were no declarations of interest.

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

The Chairman reported that there had been one requested to address the meeting however the individual was not present at the meeting. There were no petitions or requests to address the meeting.

66 **Urgent Business**

There were no items of urgent business.

67 **Minutes**

The minutes of the meeting held on 5 November 2012 were agreed as a correct record and signed by the Chairman.

68 **Banbury Masterplan Progress Report**

The Head of Strategic Planning and the Economy submitted a report which provided an update on the development of the Banbury Masterplan.

Gordon Lewis of WYG, the consultants appointed by Cherwell District Council to prepare a Masterplan for Banbury, gave a presentation which updated Executive on progress being made with the development of the Masterplan. Since the endorsement of the Conceptual Plan by Executive in October 2012, WYG had begun the drafting of the full Masterplan to set out the infrastructure needs of the town including future education, health, green infrastructure and leisure requirements.

The Banbury Masterplan would assist with the completion of the Local Plan for the District having considered the issues facing the development of the town as a whole in depth. It would show potential phasing of development to illustrate how key development areas might best be delivered. As part of the preparation of the Masterplan additional studies were being undertaken to inform its content and to act as evidence for the Local plan including a) a movement assessment, b) additional landscape analysis.

It was intended that the Banbury Masterplan would be adopted as part of the Development Plan process after adoption of the Local Plan.

In considering the report and presentation Members expressed their gratitude to officers and the consultants for the work undertaken on the draft Banbury Masterplan.

In response to Members' queries regarding the Banbury Transport Study, Gordon Lewis explained that the Banbury Movement Strategy would be a companion report to the Masterplan and would address traffic issues. Consultation on the Strategy would take place in tandem with the Masterplan.



## **Resolved**

- (1) That the Banbury Masterplan update presentation be noted.

## **Reasons**

A Masterplan to guide the future development of Banbury is in preparation. It is considering future employment needs and how the town centre might be further strengthened; the potential for major transport improvements and how the integration of new communities with the existing town to form 'one' town might best be secured.

The Banbury Masterplan will be used to provide the detailed underpinning for the Banbury chapter of the Local Plan for the District due for Examination in 2013.

## **Options**

- Option One: To take no actions
- Option Two: To accept the recommendation
- Option Three: To continue with a piecemeal approach to development that fails to ensure integration with the existing town or to ensure that opportunities are realised for the benefit of residents and businesses in Banbury.

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## **Local Plan Update**

The Head of Strategic Planning and the Economy submitted a report which provided an update on the completion of the Cherwell Local Plan.

In introducing the report, the Lead Member for Planning explained that the adoption of a 'sound' up to date Local Plan was a priority for Cherwell District Council as it would guide the growth of the District over the next 19 years. The Council was required to complete a plan which was 'sound' in terms of current planning guidance, capable of being accepted by the Planning Inspectorate for Examination and not being found wanting in terms of process followed or how evidence supports the proposals made. In view of the complexity of some of the issues, focus was now on a number of areas of refinement of the current Proposed Submission Local Plan.

A public consultation on the Proposed Submission Local Plan had taken place between 29 August 2012 and 10 October 2012. 277 organisations and individuals had responded, making a large number of specific comments and proposals on parts of the Plan and the Plan as a whole. Work was continuing on responding to the comments and developing evidence in readiness for public examination.

In response to Members questions regarding the response of the Environment Agency and any additional consideration to be given to the recent flooding in Banbury, the Head of Strategic Planning and the Economy explained that

dialogue was taking place regarding proposed developments in the area to ensure the Environment Agency's comments were addressed.

In considering the Local Plan update, Members commented that it was important to ensure that proportionality between rural settlements and the logicity of village clusters were addressed. The Local Plan would be the most important piece of work for elected Members over the next twelve months. It was necessary to comply with the National Planning Policy Framework and to progress the Local Plan with speed with a view to it being submitted around Easter 2013.

Executive commended the work undertaken to date.

### **Resolved**

- (1) That the report, issues being examined and next steps be noted.

### **Reasons**

Securing the adoption of a 'sound' up to date Local Plan for the District is a priority for Cherwell District Council as it will guide the growth of the District over the next 19 years.

Without this the District faces an imminent challenge of piecemeal development by appeal, in which Cherwell District Council would lose the ability to ensure that development takes place in the most sustainable locations and future community needs are properly planned for and maximum community gain (and mitigation) secured.

### **Options**

- Option One: To take no actions
- Option Two: To amend the steps proposed
- Option Three: To abandon plan making and allow a piecemeal approach to development that fails to ensure integration with existing settlements, fails to plan for the long term needs of the District, or to ensure that opportunities are realised for the benefit of residents and businesses across the District

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### **Town Centre Innovation Fund**

The Head of Strategic Planning and the Economy submitted a report which sought consideration of the use of the Town Centre Innovation Fund.

In introducing the report, the Lead Member for Estates and the Economy explained that like a number of other Districts, Cherwell District Council had been awarded £100,000 to promote 'town centre innovation'. The Department for Communities and Local Government (DCLG) had not prescribed what the funding should be used for and had left this for local determination. Whilst

there was no time limit on the use of the funding, there was a need to account for these of the monies.

In response to Members' comments, the Lead Member for Estates and the Economy confirmed that the fund would be held by the Economic Development Team and allocated by the Head of Strategic Planning and the Economy to local projects in each town/village which were developed with the local retail/traders groups, subject to consultation with the Lead Member for Estates and the Economy who would consult local ward councillors.

### **Resolved**

- (1) That the report be received and the proposal to initially allocate the £100,000 awarded for 'Town Centre Innovation' by the DCLG in the following proportions be agreed:-
  - 50% to Banbury - £50,000.
  - 30% to Bicester - £30,000.
  - 20% to Kidlington - £20,000.
- (2) That the proposal to commit £40,000 to the Christmas Parking Initiative that will operate in Banbury and Bicester be approved.
- (3) That the process for developing projects and releasing resources to Town Centre projects be approved.

### **Reasons**

Cherwell District Council has been awarded £100,000 to promote 'town centre innovation'. The DCLG has not prescribed what the funding should be used for and has left this for local determination. There is no time limit on the use of the funding, but there is a need to account for these of the monies.

The proposed distribution of the funding will contribute to the strengthening of the economies of the town centres and to meet the objectives of the Cherwell Economic Strategy, Town Masterplans and Cherwell Local Plan.

### **Options**

- Option One: To take no action and retain the funding for other purposes.
- Option Two: To be more prescriptive about what can be funded.
- Option Three: To change the proposed allocation of funding.

## **71 Performance and Risk Management Framework 2012/13 Second Quarter Performance Report**

The Head of Transformation submitted a report which presented the Council's performance for the period 01 July to 30 September 2012 as measured through the Performance Management Framework.

In considering the report, the Lead Member for Clean and Green highlighted the increased recycling rates across the district and explained that landfill tonnages were slightly higher than the previous year due to it no longer being possible to compost fallen leaves.

The Lead Member for Housing highlighted the progress on the delivery of affordable housing making particular reference to the 18 units of affordable homes that had been completed at Dashwood Primary School, meeting the needs of the conservation area and making a significant contribution to the Brighter Futures in Banbury initiative.

Members commented on the value and importance of performance management and monitoring as it enabled monitoring across the breadth of the Council, enabled achievements to be highlighted and areas performing below target or issues emerging to be identified and addressed in a timely manner. At the present time, there were no further performance or risk related matters for review or consideration in future reports be identified.

## **Resolved**

- (1) That the following achievements be noted:

### **Corporate Pledges**

#### **Cherwell: A District of Opportunity**

- Continuing to support Job Clubs – a total of 65 held this year – including work with Career Contact and Career and Opportunities Gateway Job clubs to help professional /managers. A Job Club Engagement Officer has been appointed through OCC Libraries Services to provide additional focus upon Neithrop & Ruscote.
- Affordable housing progress with the Eco Bicester demonstration project at Bryan house completed. This is the highest level of sustainable affordable housing ever delivered in Cherwell district. Also, 18 Units of affordable homes have been completed at Dashwood Primary School, meeting the needs of the conservation area and a significant contribution to the Brighter Futures in Banbury initiative.
- Bicester Town Centre is on target to open in summer 2013 as planned. A brief will be issued following architects discussion around Bolton Road. Spiceball environmental works are on-going.

#### **A Cleaner Greener Cherwell**

- Recycling rate is at similar level to last year. Garden waste tonnage has increased but dry recycling has decreased a little. The reduction in recycling rate will also be affected by not being able to compost street sweepings. Publicity of recycling is planned to be promoted from Oct – Dec to increase recycling further.
- Satisfaction with Street Cleanliness has risen this year to 69% which is the second highest we have attained.

- The Cocoon discounted insulation scheme closed for new applications on 30/09/12. Final output details should be available before Christmas. Residents will be able to obtain insulation and other energy saving measures at no upfront cost through the Green Deal. The council has committed to participation in a Community Interest Company which will act as a Green Deal Provider. This service is not yet available due to government delays, but should launch in the near future. Recent Warm Front promotion has resulted in 98 referrals to date; final output figures will be available in April 2013.
- Eco Bicester site preparation expected in late 2012 and construction of the first Eco Bicester houses expected in early 2013.

### **A Safe, Healthy and Thriving District**

- Best Bar None scheme (working with Local Police and Licence Holders) is behind schedule, however discussions with Head of Service have taken place and service delivery has been planned.
- Oxfordshire County Council to attend fortnightly Joint Agency and Tasking Coordination Group with the Thriving Families lists to discuss and disseminate to all partners for regular feedback.
- South West Bicester Sports Villages have had delays in laying out the grass pitches due to the inclement weather earlier this year. Revised programme now in place.
- Sportivate initiative is being delivered across the district inspiring young people to take up sporting opportunities.
- Planning approval for the new hospital has been granted in Bicester on the existing hospital site. The preferred bidder is still in place. On-going dialogue between the Primary Care Trust and Strategic Health Authority to progress the report.
- Supporting volunteering across the district – We received Volunteer Connects (VC) Quarter Two report for support to volunteering and volunteer transport schemes, which contained positive information.

Volunteering Opportunities are progressing well. Volunteers have been placed within organisations and VC appear to have a good working relationship with likeminded organisations within the area. Bases have now been established in Bicester and Kidlington. VC are also looking at rural access points and are using social media to promote the service.

Volunteer Car Driving Services are progressing, albeit still slow. They have supported the establishment a rural volunteer driver scheme by carrying out all back office paperwork including CRB and reference checks. This initial scheme to be used as a module for further schemes. Their current number of volunteer drivers now totals 14.

### **An Accessible Value for Money Council**

- 70% of the £800,000 savings required has been achieved with plans to secure the remainder.

- SPA Future Thinking (Consultation Agency) have conducted the annual customer service satisfaction survey, results are due early October and indications are very positive.
- Govmetric continues to collect citizen data and feedback from emails. The SOCITM (Associate for ICT and related professionals in the Public and third sectors). Better connected 2012 review is currently being undertaken and the resulting report will identify good practice in the development of local authority websites based on extensive evidence based research. We are currently planning to undertake an accessibility/usability review of the main website that will help improve the ease of access of the website and services.

(2) That no further performance or risk related matters for review or consideration in future reports be identified.

### **Reasons**

This report presents the Council's performance against its corporate scorecard for the second quarter of 2012/13. It includes an overview of successes, areas for improvement and emerging issues to be considered.

### **Options**

Option One:           (1) To note the achievements referred to in paragraph 1.2;  
                              (2) To request that officers report in the second quarter on the items identified in paragraph 1.4 where performance was below target or there are emerging issues or risks;  
                              (3) To identify any further performance or risk related matters for review or consideration

Option Two:           To identify any additional issues for further consideration or review

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### **Annual Customer Satisfaction Survey**

The Head of Transformation submitted a report which provided an overview of the results of the 2012 Annual Customer Satisfaction Survey undertaken with residents of Cherwell district.

In considering the report, Members noted that satisfaction levels were at the highest level ever since the survey was first undertaken in 2006 and commended staff for maintaining high levels of satisfaction during a period of transformation.

### **Resolved**

(1) That the results of the 2012 Annual Customer Satisfaction Survey, and in particular the increase in customer satisfaction be noted.

- (2) That it be agreed that the findings should be used to inform the service business planning process.
- (3) That it be agreed that all results be published on the Cherwell District Council website.
- (4) That it be agreed that the results are included in the Joint Management Team Away days or additional workshops for managers.
- (5) That staff be congratulated for maintaining very high levels of satisfaction during this period of transformation.

### **Reasons**

The results of the 2012 Annual Customer Satisfaction Survey are presented to Executive for information.

### **Options**

Option One: Agree the recommendations as set out

Option Two: Not to agree the recommendations as set out

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### **2012/13 Quarter 2 Finance Report**

The Head of Finance and Procurement submitted a report which summarised the Council's Revenue, Capital, Procurement action plan and Treasury performance for the first 6 months of the financial year 2012/13 and projections for the full 2012/13 period, which were measured by the budget monitoring function and reported via the Performance Management Framework (PMF) informing the 2013/14 budget process currently underway.

The report also provided an update on the Local Government Resources Review Project. The Lead Member for Financial Management updated Executive on the pooling of business rates advising Members that the Government had issued new detail relating to levies which could impact on councils' decisions to pool, however further information was expected in due course. At present CDC would continue with its intention to participate in the Oxfordshire pooling and a final decision would be made in January 2013 when further information had been made available.

### **Resolved**

- (1) That the projected revenue and capital position at September 2012 be noted.
- (2) That the Quarter 2 performance against the 2012/13 investment strategy be noted.
- (3) To the contents and the progress against the Corporate Procurement Action Plan and the Procurement savings achieved at September 2012 be noted.

- (4) That the latest update on the Local Government Resources Review detailed including the verbal update on the pooling of NNDR in Oxfordshire and the Council's continuing intention to participate pending a final decision in January 2013, be noted.

### **Reasons**

In line with good practice budget monitoring is undertaken on a monthly basis within the Council. The revenue, capital, treasury and procurement position is reported monthly to the Joint Management Team and formally to the Executive on a quarterly basis. This report includes the position at Q2.

### **Options**

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

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

## **74 Urgent Business**

The Chairman reported that he had agreed to one urgent item of business being added to the agenda relating to the acquisition of Crown House, Banbury. A decision was required before the next Executive meeting due to the need for ongoing negotiations to be progressed as quickly as possible in order not to prejudice the financial interests of the Council. The Chairman of the Overview and Scrutiny Committee has been informed and was in agreement that the need for a decision was urgent and could not be deferred.

The exempt report would be considered as agenda item 16.

## **75 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 items of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 3, 5 and 6 of Schedule 12A of that Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## **76 Reactive Property Maintenance Framework Procurement**

The Head of Finance and Procurement and Head of Regeneration and Housing submitted an exempt report which sought approval for the award of contracts under a framework for the provision of reactive property maintenance services to Cherwell District Council.



**Resolved**

- (4) That contracts be awarded under a framework to:
- Jeakins Weir Ltd
  - FSG Property Services Ltd
  - Barker & Evans Limited
  - Knowles & Son (Oxford) Ltd
- for the provision of reactive property maintenance over a maximum period of four years commencing on 1 January 2013.

**Reasons**

To award contracts under a framework for the provision of reactive property maintenance services to Cherwell District Council

**Options**

N/A

77 **The Regeneration of Canalside Banbury**

The Director of Development submitted an exempt report which sought consideration of the funding of a business case to support the future development of Canalside.

**Resolved**

- (1) That the contents of the report be noted and it be agreed to take forward the production of a business case which will advise on the future development of Canalside.
- (2) That the use of existing Planning revenue reserves to fund the production of the business case be agreed.

**Reasons**

As set out in the exempt minute.

**Options**

As set out in the exempt minute.

78 **Acquisition of Crown House, Banbury**

The Head of Regeneration and Housing submitted an exempt report regarding the acquisition of Crown House, Banbury.

**Resolved**

- (1) As set out in the exempt minute.

- (2) As set out in the exempt minute.
- (3) As set out in the exempt minute.

**Reasons**

As set out in the exempt minute

**Options**

As set out in the exempt minute

The meeting ended at 8.30 pm

Chairman:

Date:

By virtue of paragraph(s) 3, 6 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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## Executive

### Council Investment in District Sports Facilities Post 2012 Olympics

7 January 2013

### Report of Director of Community and Environment

#### PURPOSE OF REPORT

This report is intended to identify the need for investment in the stock of the Council's current and proposed sports facilities and to do so in a manner which responds to the increased demand for sports participation arising from the highly successful 2012 Olympic Games.

This report is public

#### Recommendations

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Executive is recommended to consider:

- (1) The Council establishing a medium term Olympic Legacy Fund to support increased sporting participation in football, cricket, rugby, hockey, athletics and tennis.
- (2) Investment in the Council's stock of existing and proposed facilities which meet the above requirement should be given priority, especially where there is a focus on sports participation by young people.
- (3) The first call on the fund to be the facility investment projects for North Oxfordshire Academy Athletics Track, Kidlington and Gosford Leisure centre Artificial Turf Pitch, Stratfield Brake and the Phase 2 balance of funding for the SW Bicester Sports Village as detailed in the draft capital programme and subject to its approval.

#### Executive Summary

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##### Introduction

- 1.1 The Council has an extensive stock of sports facilities, many of which require further investment to maintain to a good standard to encourage participation in sport.
- 1.2 This investment requirement coincides with an increase in demand for sports participation as a consequence of the successful 2012 Olympic and Paralympic Games.

## **Proposals**

- 1.3 To establish an Olympic Legacy Fund to support the investment needed in District wide facilities which provide opportunities for participation the most popular sports.

## **Conclusion**

- 1.4 Investment in sports facilities is required to support increased sports participation by young people. The Council should respond to the increased interest in sports participation in Cherwell arising from the successful 2012 Olympic and Paralympic Games by creating an Olympic Legacy Fund which supports facility improvements to cater for this demand.

## **Background Information**

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### **Introduction**

- 2.1 The Council has in the past been progressive in its investment in sport across the District in terms of both activities and facilities. This is best demonstrated by its £29m Sports Centres Modernisation project which it completed successfully in 2010. This and indeed many other earlier investment decisions the Council has taken have been underpinned by the recognition of the value of sport in terms of health benefits, crime prevention, community development and social interaction, and the highly beneficial personal development it offers, particularly for young people.
- 2.2 The 2012 Olympics Games were not only successful during the relatively short period they took place, but also triggered the expected post Games increase in interest nationally and locally to participate in sport. This has certainly been evident in Cherwell in terms of the number of young people who have contacted local sports clubs.

### **The Council's Sports Facilities**

- 2.3 The Council has a very good level of sports provision which reflects the progressive policy position it has taken over the years. Its direct and indirect provision of facilities include the following;

Spiceball Leisure Centre  
Woodgreen Leisure Centre and Outdoor Pool  
North Oxfordshire Academy Joint Use Sports Facilities  
Bodicote Park Sports Pitches  
Bicester Leisure Centre  
Cooper School Joint Use Facilities  
Kidlington Leisure Centre  
Stratfield Brake Sports Ground

- 2.4 In conjunction with Bicester Town Council, it is also developing the South West Bicester Multi Sports Village as a major town venue for outdoor sport. This is intended to provide an outdoor sports focus for the town with a strong emphasis on developing different sports opportunities, particularly for youngsters.

## Current Investment Requirements

- 2.5 Over the years, this stock of facilities has required substantial investment to establish and maintain through reinvestment. It was this issue which was the main driver behind the Council's sports modernisation project. The approach to this has been varied depending on the circumstances and requirements at any one time. Most years, the Council considers its capital investment requirements on a three year planned basis. This means that when capital investment has been required, it has been planned over the medium term. An example of this is the investment in 2010 for the replacement artificial surfaces to the all weather pitches at North Oxfordshire Academy and Cooper School. The alternative has been a whole life costing approach adopted for the Council's sports centres modernisation project where there is a planned and funded replacement schedule built into the contract cost.
- 2.6 The 2009 capital project reflected the need for a periodic investment requirement applicable to most public sports facilities. Artificial sports surfaces normally need replacing between 10 and 15 years as they become worn out. The Council adopts a rigorous maintenance schedule which extends the life of these surfaces to their near maximum. This was the case with North Oxfordshire Academy and Cooper School as they were almost 16 years old. Similarly, some facilities need a major facelift or refurbishment after a similar period as otherwise they become tired, lose their public appeal, increase maintenance costs and reduce income potential. This position was relevant to the Council's sports centres before modernisation and is also applicable to Stratfield Brake.
- 2.7 The current position is that there are a number of facilities for which the Council has a responsibility which despite the maintenance programme and minor regeneration works are now in need of investment and which feature in the Council's draft capital programme for 2013/14. They are;
- a) North Oxfordshire Academy Athletics Track – a replacement track surface is needed after 16 years of use. Estimated cost £165,000
  - b) Kidlington Artificial Sports Pitch – a new surface is required after 10 years of use. Estimated cost £180,000
  - c) Stratfield Brake – a number of building and pitch refurbishment requirements in conjunction with Kidlington PC and local clubs. Estimated cost over the next two years of £130,000 of which it is proposed the Council contributes £80,000
  - d) SW Bicester Sports Village – the completion of phase two of the project. Estimated cost of a further £450,000. NB Phase three remains unfunded.
- 2.8 The SW Bicester Sports Village project is split into three phases. Phase 1 (the grass pitches) is fully funded by the Council. Phase 2 (pavilion, access, car park, paths and floodlighting) is partially funded by the Council and developer contributions and it is this phase which is subject to the £450,000 capital bid in 2013/14 in order to progress the procurement process for the whole phase. Phase 3 (athletics track, synthetic pitch and tennis courts) has no funding and will not progress unless external and other funds can be secured. This phase is estimated to cost almost £2.5m.
- 2.9 When comparing these investment requirements, each is very different and as a consequence, provides different procurement opportunities. The replacement of artificial surfaces has to be undertaken by specialist

contractor(s) because of their very nature. However, the investment in Stratfield Brake can be undertaken on a tripartite basis with the sports clubs and Kidlington Parish Council and likewise, the association of the SW Bicester Sports Village with the Kingsmere development provides some potential for benefit to be secured by using the local contractors on site.

- 2.10 The list of the initial investment requirements has been restricted to those in greatest need. Further consideration can also be given if required to increasing sporting use of other facilities which are strategically important in the District and which have need for further investment to maintain current high levels of sporting use such as at Bodicote Park for rugby and football and North Oxfordshire Academy for hockey.

### **Post Olympic Effect in Cherwell**

- 2.11 From officer contact with many sports clubs across the district, there is clear evidence of an increased interest in participating in sport. This has ranged from a greater number of participants in sports club open days, a greater number of entries to the Cherwell Sports Awards, double the usual attendance figures at children's holiday 'Hub' activity sessions, to a greater number of membership and sports course enrolments. This in turn has put more pressure on clubs to deliver, whether through their own or parish council facilities or through the Council's facilities. The more progressive and well organised clubs have responded very well to this extra sporting demand and are supported where necessary by the Council's Sport Development Team and the Oxfordshire Sports Partnership programme. Demand for facility use continues to increase and fundamental to maintaining the Olympic Legacy 'surge' is to ensure facilities standards are maintained to a good playing standard.
- 2.12 When reviewing the Council's sports facility stock, it is clear that the Council is not in a financial position to provide for every Olympic sport. The approach taken has been to concentrate on the most popular sports as a means of addressing the majority of public demand whilst using the scale and flexibility of its leisure centres to accommodate many other sports. The current investment requirements again reflect this position in that the District's most popular sports will benefit – football, cricket, rugby, hockey, athletics and tennis. Where new facilities are being created such as at South West Bicester Sports Village, all facilities will be suitable for disabled use.
- 2.13 The timing of the SW Bicester Sports Village which is not planned to be available for use until 2015 is a little late in relation to the Olympic effect as this was determined by the availability of the land. It is also important to acknowledge that this extensive development is very much a one off and is intended to serve the needs of the whole town of Eco Bicester, not just the SW Bicester residents. In addition, it will play a critical role in the provision of future sporting opportunities over the medium term as it will provide facilities for five of the six sports listed above.



## **Key Issues for Consideration/Reasons for Decision and Options**

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- 3.1 If the Council does not invest in the facilities, then over time, sporting usage will fall. This has consequences not only for level of club use and participation but consequential affects down stream on the health of our community both in terms of the physical health and well being of residents and in social well being as there is potential for increased anti social behaviour if there are not the opportunities for positive activities, particularly for young people.
- 3.2 This Olympic Legacy approach will help to coordinate investment across the District to ensure availability of facilities and with some opportunities to achieve procurement savings.
- 3.3 If the Executive is minded to set up an Olympic Legacy fund, it is proposed that those capital investment requirements for sports facilities included in the draft 2013/14 capital programme become the first call on the fund. Future decisions on further calls on the balance of the fund will be preceded by detailed consideration by the Executive on each proposal.

The following options have been identified. The approach in the recommendations is believed to be the best way forward

- Option One** Do nothing- facilities will gradually fall into a state of disrepair and be withdrawn from use.
- Option Two** Piecemeal investment as and when individual facilities require investment through annual cycle of bids through the Council's capital programme.
- Option Three** A planned approach through an Olympic Legacy fund to secure benefits of developing a District wide approach and maximise opportunities for joint procurement and reduced costs. This is the recommended option

## **Consultations**

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- Public consultation** Public consultation has taken place for the SW Bicester Sports Village project for which clear public support was provided and a demand for the delivery of all three phases.
- In compiling this report, liaison has taken place on individual projects as appropriate with Oxfordshire County Council, the schools on which the facilities are located, relevant town and parish councils and Parkwood Community Leisure.

## **Implications**

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- Financial:** All the above investment requirements are subject to the relevant budget approval and competitive procurement

processes and until these have been completed, the costs quoted can only be regarded as best estimates. In addition, there are a number of external funding opportunities which are being or will be progressed where the nature of the proposed developments meets the relevant external funding criteria of the awarding bodies.

The estimated cost of all the possible developments identified above will be in excess of £4m. It is assumed that with the right Council support and say 10% minimum pump prime funding, up to £1m externally could be raised. Council funding for this could be from a variety of sources;

- Reuse of redundant earmarked reserves
- New Homes Bonus
- Forward funding of future anticipated contributions from new housing developments

Further consideration to funding will be given as part of the 2013/14 budget setting.

Comments checked by Karen Curtin, Head of Finance and Procurement 0300 003 0106

**Legal:**

Any works or investment would be subject to the usual competitive procurement processes. Otherwise, there are no direct legal consequences arising from this report.

Comments checked by Nigel Bell, Team Leader – Planning & Litigation, 01295 221687

**Risk Management:**

There are no notable risks arising from this report. It has been highlighted that setting up an Olympic Legacy Fund which targets the six main sports in the District might draw criticism from some minor sports.

Comments checked by Ian Davies, Director of Community and Environment; 030000 30101

**Wards Affected**

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All Council wards as whilst the facilities are located in the main in the three urban areas, their catchment of use is District wide.

**Document Information**

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Appendix No	Title
None	
Background Papers	
None	
Report Author	Ian Davies, Director of Community and Environment
Contact Information	030000 30101 ian.davies@Cherwellandsouthnorthants.gov.uk

## Executive

### Draft Budget One 2013 - 2014

7 January 2013

### Report of Head of Finance and Procurement

#### PURPOSE OF REPORT

The Council has to adopt a budget for 2013/14 as the basis for calculating its level of Council Tax and has to base that budget on its plans for service delivery during the year, recognising any changes in service demand that may arise in future years. This is the first of two opportunities that the Executive has to shape and refine the appending plans before the final budget is presented to the Council on the 27<sup>th</sup> February 2013.

This report is public

#### Recommendations

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The Executive is recommended to:

- (1) consider the draft revenue budget (detailed in Appendix 1);
- (2) note the recommendations of the scrutiny reviews of discretionary expenditure and the capital programme that were considered at the Resources and Performance Scrutiny Board meetings October 2012 to December 2012 and detailed in Appendix 2;
- (3) advise of any other matters they would like taken into consideration in producing a balanced budget for the meeting of the Executive on 4<sup>th</sup> February 2013;
- (4) endorse the passporting of the Council Tax Reduction Scheme (CTRS) grant to local preceptors as detailed in Para 2.20-2.26.
- (5) note the decision taken in Oxfordshire not to progress with a pool

## Executive Summary

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- 1.1 The budget strategy approved on 1<sup>st</sup> October 2012 seeks to secure the budget reductions to offset funding reductions whilst maintaining the focus on protection for front line services wherever possible.
- 1.2 This report sets out the latest projection for the 2013/14 revenue budget. These projections have been based on the budget guidelines issued in October 2012. These guidelines were based on a 5% reduction in government funding. At the time of writing this report the provisional settlement has been announced. This shows a 5.4% reduction in 2013/14 grant funding and a 15% reduction in 2014/15.
- 1.3 In light of the severe financial challenges expected, a huge amount of work has been progressed from April 2012 to November 2012, in order to identify actions to reduce the Council's net budget position in 2013/14 and over the medium term forecast period to 2016/17.
- 1.4 The Council will meet its 2012/13 public promise to deliver at least £800,000 of budget reductions by April 2013 and to date £1,009,000 has been achieved and this has been built into the first draft of the budget.

### 13/14 Budget Position - Draft 1 Budget

	<b>Settlement</b>
<b>% reduction</b>	<b>-5.40%</b>
<b>£ value of settlement reduction</b>	<b>£412,000</b>
	£,000
Budget Deficit as per budget guidelines	<b>-1,100</b>
Settlement Projection - change from budget guidelines	<b>-31</b>
Proposed Growth - subject to approval	<b>-425</b>
	<hr/> <b>-1,556</b> <hr/>
<b>Proposed Funding</b>	
Public Promise	1,009
2% efficiencies as per guidelines	217
Joint Working	100
	<hr/>
<b>Draft 1 Deficit</b>	<b>-230</b> <hr/>

- 1.5 The projected shortfall at draft 1 requires a further reduction in costs or increase in income of £230,000 is required.
- 1.6 In view of the expected government grant reduction a programme of identifying further areas of 5/10% budget reductions or income generation has resulted in a comprehensive list of building blocks and general budget efficiencies. These reductions have been matched to the Council's priorities, recognise the requirements of the Corporate Plan and have focussed on

minimising the impact on front line services.

- 1.7 A number of areas to eliminate the deficit have been identified in Appendix 1. The outcome of these reviews and their implication on the current budget shortfall will be presented to the Executive in February 2013. At this stage it is expected that we will achieve a balanced budget for 2013/14 without the need to use any New Homes Bonus, business rate growth or general reserves.
- 1.8 Further work will also continue on identifying additional budget reductions for future years and these will be detailed in the Medium Term Financial Strategy which will be updated and presented as part of the final budget report.
- 1.9 The Resources and Performance Scrutiny Board have undertaken a scrutiny role over the 2013/14 budget focusing primarily on areas of discretionary spend and the proposed Capital Programme for 2013/14. The recommendations of this work (in Appendix 2) are to be considered by the Executive for inclusion in the final drafts of the 2013/14 revenue and capital budget.
- 1.10 The draft 2013/14 revenue and capital budget will form the basis for consultation with our stakeholders and the output of this consultation will be considered in formulating the final 2013/14 budgets and Corporate Plan.
- 1.11 There is a statutory requirement for the Council to set a balanced budget by 11th March 2013 and this report provides a first draft of the 2013/14 revenue and capital budget.

## **Background Information**

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### **Current Position and Forecast Out-turn 2012/13**

- 2.1 The starting position for the 2013/14 budget is the current year's Budget for 2012/13. Latest forecasts predict services to be delivered within overall budget this financial year. A Q3 finance report will be reported in February 2013 at the same time as the final 2012/13 budget proposal along with a review of reserves.
- 2.2 In light of the challenging financial position that faces the Council over the medium term, work began on the 2013/2014 budget almost immediately after setting the 2012/2013 Budget in February 2012. This meant that cost reductions could be considered well enough in advance to maximise contribution to the 2013/14 budget and understand the medium term implications.
- 2.3 As in previous years, the amount available for distribution from the Collection Fund will be confirmed for the final draft of the budget.
- 2.4 There are a number of recommendations that have been proposed by the Resources and Performance Scrutiny Board from their meetings in October and December 2012 and if approved by the Executive they can be built into the final draft of this budget.
- 2.5 Further work will continue on identifying additional budget reductions for future

years and these will be detailed in the Medium Term Financial Strategy which will be updated and presented as part of the final budget report.

### **Budget Guidelines and Timetable**

- 2.6 The Executive agreed the budget guidelines, service priorities and timetable at its meeting on 1<sup>st</sup> October 2012.

### **The Status of the Budget**

- 2.7 The draft revenue budget as presented has been left, quite deliberately, with a funding gap to emphasise that it is work in progress. This type of gap is not unusual at this stage in the process and it can be covered by considering the actions listed within Appendix 1. The funding gap in the draft budget as presented is £230,000 and it is important that Members are aware of this potential deficit before they finally commit funding against particular priorities and/or divert funding from low priority services.

### **Local Government Resource Review and Provisional Settlement**

- 2.8 The local Government Finance Settlement announced in 2011/12 provided provisional Formula Grant for 2012/13 of £7.6m. The equivalent for 2013/14 announced in the provisional settlement on 19 December 2012 is £7.2m - a reduction of 5.4%. Further details can be seen in Appendix 1.

### **Council Tax**

- 2.9 The budget guidelines assumed a 0% increase in 2013/14 and the first draft of the budget continues to assume this. In the Autumn Statement on 5 December 2012, the Chancellor of the Exchequer confirmed his intention to support local authorities to help them freeze council tax in 2013/14 as well. If councils decide to freeze or reduce their council tax next year, they will receive an additional two year only funding, equivalent to raising their 2012/13 council tax by 1%. If Cherwell District Council was to freeze its council tax in 2013/14 it would receive an additional grant of c. £63,000 for 2013/14 and 2014/15 only. The receipt of this additional grant has not been incorporated within the projected resources of the Council in this first draft of the budget.

### **New Homes Bonus**

- 2.10 As part of the 2011/12 finance settlement, the Government announced a new grant called New Homes Bonus. This effectively replaced the Housing and Planning Delivery grant as the mechanism for rewarding local authorities that were being successful in delivering growth in house numbers.
- 2.11 The new grant provides additional funding equivalent to the extra Council Tax being received from new properties, for a period of six years. Cherwell has received a cumulative total of £1,142,381 during the first 2 years of allocation (first year allocation £439,186 and second year £703,195) and a proposal for its use will be considered in February 2013.

- 2.12 It has just been announced that, using taxbase figures at October 2012, we expect to receive a further £1,187,785 in 2013/14 (£703,195 related to the first 2 years and the 2013/14 allocation £484,590)
- 2.13 Although the Government has committed to this grant until 2015, the position beyond 2013/14 is that it is no longer additional funds but is being funded from formula grant funding. It will therefore have a redistributive effect, rather than being seen as additional funding.
- 2.14 It would therefore be prudent at this stage to consider a strategy for use of the allocations beyond 2012/13 as part of the development of the medium term financial strategy. This strategy is being prepared and at this stage no budgetary impact has been built into the 2013/14 draft 1 revenue budget.

### **Pay Deal Update**

- 2.15 The budget strategy and guidelines for 2012/13 approved by Executive in October 2012 incorporated the budget assumption of a 2% pay increase and this has been built into this first draft of the budget. Officers are shortly to commence pay negotiations with Unison with a view to reach a new local agreement for 2013/14 onwards bringing this broadly in line with both the government's position and the council's budget position.

### **Joint Working arrangements with South Northamptonshire**

- 2.16 As part of the joint working arrangements with South Northamptonshire we now have the following:
- Joint Management Team
  - Shared Joint Management Support Team
  - Shared Building Control Service
  - Shared Democratic and Election Service
  - Shared Finance and Procurement Service
  - Shared ICT Service
  - Shared Performance Team
  - Shared Health and Safety Function
- 2.17 All of these teams have generated budget reductions, offered resilience and promoted best practice. In addition to these the following services are under review for sharing:
- Legal
  - HR

Proposals to close the 2013/14 budget deficit and future medium term financial forecast will also feature more proposals for joint working.

### **The Status of the Budget**

- 2.18 The draft revenue budget as presented has been left, quite deliberately, with a funding gap to emphasise that it is work in progress. This type of gap is not unusual at this stage in the process and it can be covered by considering the actions listed within Appendix 1. The funding gap in the draft budget as presented is £230,000 and it is important that Members are aware of this

potential deficit before they finally commit funding against particular priorities and/or divert funding from low priority services.

### **Budget Consultation**

- 2.19 Consultation will commence following approval of this report so that views can be sought in sufficient time for them to be taken into consideration when formulating the 2013/14 budget and council tax. The general consultation will take place via the Council website and in order to meet its statutory obligation to consult with business ratepayers meetings will be held with our local chambers of commerce.

### **Council Tax Localisation**

- 2.20 The change from Council Tax Benefit (CTB) to Council Tax Reduction Scheme (CTRS) means that rather than receiving a benefit to offset the cost of council tax, eligible residents will now receive a discount. This means that the tax base will be reduced for all precepting authorities. Most parish Councils will see a shortfall in their funding.
- 2.21 On 20 November 2012 the Government released their response to the August 2012 consultation exercise and also published the Local Authorities (Calculation of Council Tax base) (England) Regulations 2012. These new regulations came into force on 30 November 2012. In summary, **97%** of all respondents (242 out of 258) to the government consultation exercise supported the alternative approach, which provided such protection to the town and parish councils. This support also included the majority of billing authorities who responded. However, even though there was overwhelming support the government has decided that there should be no specific protection for local preceptors and that the billing authority should not apply an unadjusted council tax base to the local precepting authority. As a result **tax base reduced for Parishes.**
- 2.22 The government further advises that the funding attributable to the parish precept will be provided to the billing authority (expected to be in the region of £350k) and it expects to work with local parish and town councils to provide certainty over funding. We are currently working through the actual impact.
- 2.23 Under the previously proposed arrangements which government consulted upon in August, if the billing authority did not make necessary reductions then the net cost i.e. shortfall minus government funding would fall automatically to the billing authority, but this now sits potentially with the parish and towns. In order to mitigate, the choices are to increase precept or the Council picks up the difference.
- 2.24 The precise level of funding from government attributable to the parish and town councils was announced as part of the provisional local government finance settlement 19 December 2012. In deciding the amount of funding to be passed down to the local precepting authorities, the billing authority will need to decide how much of a contribution (if any) the local preceptor should make toward the costs of the local scheme, as it will exceed the level of funding which will be provided by government.
- 2.25 Government guidance indicates that the billing authority should work with parishes on the distribution of grant funding. The option is for funding to be



distributed to parish councils to mitigate the loss of funding for parish councils in relation to council tax reduction scheme. As parish councils need to set their precept, this report seeks to get a recommendation from the Executive to passport an appropriate element of the council tax reduction grant to parishes to help mitigate their financial risk.

- 2.26 Any further shortfalls will be subject of individual negotiations with individual parishes. Approval of the Council Tax Reduction Scheme, revised discounts and exemption and the final taxbase will be sought at full Council on 21<sup>st</sup> January 2013

### **Business Rate Pooling**

- 2.27 As reported in December 2012 a final decision would be taken on whether to be part of the Oxfordshire pool once the settlement had confirmed the business rate baselines. As a result of this information and change to levy rates the pool is now not financially attractive and the request to pool has been withdrawn.

### **Key Issues for Consideration/Reasons for Decision and Options**

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- 3.1 This report presents the Council's draft 2013/14 Revenue Budget and Capital Bids for consideration.
- 3.2 The following options have been identified. The approach in the recommendations is believed to be the best way forward.

<b>Option One</b>	To review draft revenue budget to date and consider actions arising.
<b>Option Two</b>	To approve or reject the recommendations above or request that Officers provide additional information.

### **Consultations**

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#### **Executive**

September to December 2012

#### **Resources and Performance Scrutiny Board**

16/10/12 and 11/12/12

#### **Corporate Management Team / Joint Management Team**

Various meetings July to December 2012

### **Implications**

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<b>Financial:</b>	Financial Effects – the significant financial effects of the budget are identified in Appendix 1. Any decisions made in relation to ongoing expenditure or income in the budget for 2013/14 will have repercussions in future years when current forecasts indicate the financial environment is likely to become increasingly difficult. The Council has a statutory duty to set a balanced budget and could incur the intervention of the Secretary of State if it failed to do so. Consideration of this item will fall within the provisions
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of Section 106 of the Local Government Finance Act 1992, and Members affected by those provisions should declare accordingly and refrain from voting on the matter. The council has developed a number of building blocks to meet the strain created through the reduction in Government grant, these in addition to the £800,000 public promise and additional efficiency savings have been built into this first draft of the Budget for 2013/14.

Comments checked by Nicola Jackson, Corporate Finance Manager 01295 221731.

**Legal:**

There is a statutory requirement for the Council to set a balanced budget by 31 March 2013 and the draft budget is part of that process.

Comments checked by Kevin Lane, Head of Law & Governance, 03000 030 107.

**Risk Management:**

If due consideration is not given to matching scarce financial resources carefully against properly assessed service priorities, the Council may fail in achieving its strategic priorities and in its duty to demonstrate value for money. A full appraisal of risk will be included in the final budget report detailing mitigations and a sensitivity analysis will be included in calculating the risk provision

Comments checked by Nicola Jackson Corporate Finance Manager 01295 221731.

**Wards Affected**

All

**Corporate Plan Themes**

All

**Executive Portfolio**

**Councillor Ken Attack**

**Lead Member for Financial Management**

**Document Information –**

<b>Appendix No</b>	<b>Title</b>
Appendix 1 – to follow Appendix 2 – to follow	Draft Revenue 2013/14 Budget and Analysis Resources and Performance Scrutiny Board – Budget Scrutiny recommendations (October and December 2012)
<b>Background Papers</b>	
None	
<b>Report Author</b>	Karen Curtin, Head of Finance and Procurement Nicola Jackson Corporate Finance Manager Beth Baines Strategic Finance Accountant
<b>Contact Information</b>	03000 030 106 <a href="mailto:karen.curtin@cherwell-dc.gov.uk">karen.curtin@cherwell-dc.gov.uk</a>

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