



**Summary of the decisions taken at the meeting  
of the Executive held on Monday 4 March 2013**

1. Date of publication of this summary: 5 March 2013
2. Decisions (if any) taken as a matter of urgency under Overview and Scrutiny Procedure Rules as set out in the Constitution (and not therefore subject to the call-in procedure): None
3. Date by which notice of call-in of any of the following decisions must be received in writing by the Chief Executive (see notes below):- Noon on Friday 8 March 2013
4. Notes:-
  - (a) For background documentation to the following decisions, please refer to the agenda and supporting papers (copies of which are available on the Council's website ([www.cherwell.gov.uk](http://www.cherwell.gov.uk)) or from Democratic Services);
  - (b) Notice of call-in must be submitted in writing, by email or text to the Chief Executive by the deadline specified above, and must state the reason or reasons why "call-in" has been requested;
  - (c) Call-in can be requested by any six non-executive members of the Council.  
However, if at any point during a municipal year the total number of opposition councillors is six or less the total number of non-executive members required to call-in a decision shall be the total number of opposition councillors less two.
  - (d) Decisions not called-in by the deadline specified above will become effective immediately the deadline has expired (unless they are recommendations to the Council).
  - (e) The Council has stipulated that the call-in procedure should not be used to challenge decisions as a matter of course and should be used only when fully justified.

**Sue Smith  
Chief Executive**

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p><b>Agenda Item 6 Local Plan 2012 Update</b></p> <p>Report of Head of Strategic Planning and the Economy</p> <p><b>Recommendations</b></p> <p>The Executive is recommended:</p> <p>(1) To note the progress being made to complete the Cherwell Local Plan.</p> <p>(2) To approve the additional 'focused' consultation required.</p>	<p><b>Resolved</b></p> <p>(1) That the progress being made to complete the Cherwell Local Plan be noted.</p> <p>(2) That the additional 'focused' consultation required be approved.</p>	<p>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.</p>	<p>Option One – To approve the additional 'focused' consultation</p> <p>Option Two – To proceed to submission at this stage would be 'unsound'</p>	<p>None</p>
<p><b>Agenda Item 7 Update on Major Programmes</b></p> <p>Report of Head of Transformation</p>	<p><b>Resolved</b></p> <p>(1) That the work done to embed the governance standards for the Place</p>	<p>In September 2012, Executive received an update on the implementation of the governance structure for the Council's major projects agreed earlier in the year.</p>	<p>There is no alternative option. Members have already approved the general approach to maximising the effective use of scarce resource</p>	<p>None</p>

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<p><b>Recommendations</b></p> <p>The Executive is recommended to:</p> <p>(1) Note the work done to embed the governance standards for the Place Programme and Transformation Programme for Cherwell District Council and South Northamptonshire Council, including acting on guidance offered by Internal Audit.</p> <p>(2) Note the development of a Statement of Recommended Practice in relation to how major projects are managed, and the forthcoming</p>	<p>Programme and Transformation Programme for Cherwell District Council and South Northamptonshire Council, including acting on guidance offered by Internal Audit, be noted.</p> <p>(2) That the development of a Statement of Recommended Practice in relation to how major projects are managed, and the forthcoming opportunities for Members to be briefed on the methodology be noted.</p> <p>(3) That the plans to acquire temporary project management</p>	<p>This report is to further update members on the progress made in implementing the governance, and its extension into project management, now set out in a Statement of Recommended Practice (SoRP). A similar report is being considered by the SNC Cabinet.</p>	<p>through the organisation of projects into programmes. This report seeks simply to update members.</p>	

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<p>opportunities for Members to be briefed on the methodology.</p> <p>(3) Note the plans to acquire temporary project management resources to ensure the robust delivery of the council's major projects, and build future project management capacity.</p>	<p>resources to ensure the robust delivery of the council's major projects, and build future project management capacity be noted.</p>			
<p><b>Agenda Item 8</b>  <b>Performance Management Framework 2012/13 Third Quarter Performance Report</b></p> <p>Report of Head of Transformation and Corporate Performance Manager</p> <p><b>Summary</b></p> <p>Management Framework.</p>	<p><b>Resolved</b></p> <p>(1) That the following achievements be noted:</p> <p><b>Cherwell: A District of Opportunity</b></p> <ul style="list-style-type: none"> <li>103 affordable homes have been delivered within the district at the end of Quarter three,</li> </ul>	<p>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.</p>	<p>Option One –</p> <p>(1) To note the achievements referred to in paragraph 1.3</p> <p>(2) To recommend that officers report in the fourth quarter on the items identified in paragraph 1.4 where performance was below target or there are emerging issues or risks.</p>	<p>None</p>

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<p><b>Recommendations</b></p> <p>The Executive is recommended:</p> <p>(1) To note the many achievements referred to in paragraph 1.3.</p> <p>(2) To identify any performance related matters for review or consideration in future reports identified in paragraph 1.4</p> <p>(3) To note progress on issues raised in the Quarter two report highlighted in paragraph 1.5</p>	<p>exceeding the target of 100 homes and supporting opportunities for developing self builds.</p> <ul style="list-style-type: none"> <li>Strengthening the leisure and retail facilities in Banbury and Bicester, Bolton Road is making good progress, a meeting has been held with Aberdeen Properties, and possible design solutions have been taken forward to a meeting with a potential supermarket.</li> </ul> <p><b>A Cleaner Greener Cherwell</b></p>		<p>(3) To agree the recommendations outlined in paragraph 1.5 and 1.6 identifying areas of improvement and areas of further consideration for review.</p> <p>Option Two - To identify any additional issues for further consideration or review.</p>	

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	<ul style="list-style-type: none"> <li>• The Council has been involved in a successful county-wide partnership bid (led by the Health Service) that has secured funding to run the Warm Homes Healthy People scheme again this winter. Extensive promotion is planned.</li> <li>• Eco Bicester houses are expected to for building to start in early 2013 following discharge of planning conditions and obligations. Building of houses has not started as yet.</li> </ul>			

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	<p><b>A Safe, Healthy and Thriving District</b></p> <ul style="list-style-type: none"> <li>• Oxfordshire County Council has a list of 78 families as part of the Thriving Families group to share with the attendees of the fortnightly Joint Agency and Tasking Coordination Group.</li> <li>• 75% of grass pitches in South West Bicester Sports Village are constructed (drained and seeded) but work has now been suspended until ground conditions</li> </ul>			

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	<p>improve in the spring.</p> <ul style="list-style-type: none"> <li>• Funding and planning approvals have been given for the new hospital on the existing site. Awaiting financial close and construction is due to start in early 2013.</li> <li>• Support volunteering across the district – This is now reporting as Green, development through Voluntary Organisations Forum, plus reactive support on one to one basis has been delivered. Volunteering</li> </ul>			



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	<p>arrangements with Citizens Advice Bureau are now back on track and volunteers have been successfully placed with several organisations.</p> <p><b>An Accessible Value for Money Council</b></p> <ul style="list-style-type: none"> <li>• Secure savings of £800,000 to help meet medium term financial deficit has been achieved to date and savings built into the draft 2013/14 budget. (note: by the time of this meeting of the Executive, the budget will have been set).</li> <li>• Improving our</li> </ul>			

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	<p>website and access has been furthered by the Webteam and the Customers Services team who meet monthly to review the 'top tasks' features on the homepage to ensure the high demand services are easily accessible online. A re-branding exercise is underway to have the same look and feel across all service pages providing a seamless view for the customer.</p> <ul style="list-style-type: none"><li>• The average speed to answer calls has improved to</li></ul>			

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	<p>1minute 9seconds from 1minute 27seconds, with a decrease of 20.8% calls being abandoned.</p> <p>(2) That the following performance related matters be identified for review or consideration in future reports:</p> <p><b>Cherwell: A District of Opportunity</b></p> <ul style="list-style-type: none"> <li>• The Brighter Futures in Banbury programme is reporting Amber due to significant changes with the theme leads, this is a potential risk to the programme. Currently the</li> </ul>			

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	<p>programme is broadly on track with funding support given to the Banbury Street Pastors and also integration with the Thriving Families project supporting some of the most vulnerable families in Banbury.</p> <p><b>A Cleaner Greener Cherwell</b></p> <ul style="list-style-type: none"> <li>The recycling rate is below the 2011/12 outturn due to a growth in landfill tonnage especially since street sweepings can no longer be composted. Landfill tonnage is up 1000 tonnes on last</li> </ul>			

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	<p>year, half of this is due to a change in policy from the Environment Agency. We continue to strive to increase the recycling rate within the district with a target of above 57% for 2013/2014.</p> <p><b>A Safe Healthy and Thriving District</b></p> <ul style="list-style-type: none"> <li>The roll out of the “best bar none” scheme is reporting as Amber and has done for the last 3 performance reports. A steering group of members and lead assessors (had to be trained)</li> </ul>			

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	<p>have been identified. This was initially delayed due to assessors requiring training. A meeting held at South Northants Council has identified a local training course, all assessors will be trained during April 2013. Two day training course has been confirmed in Northampton. Partnership Inspector Storey is currently working on the delivery plan.</p> <ul style="list-style-type: none"> <li>• Support the local NHS to retain and develop health services at the Horton General</li> </ul>			

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	<p>Hospital – This is reporting as Amber. The Community Partnership Network is in transition to examine a range of new roles regarding the health and social care sector reforms. In the meantime Oxford University Hospitals Trust is continuing to respond to a very challenging financial savings target which when coupled with technological improvements in clinical care and continuing national</p>			

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	<p>changes and directives to how services are to be delivered means that further service change at the Horton appears inevitable.</p> <p><b>An Accessible Value for Money Council</b></p> <ul style="list-style-type: none"> <li>The number of complaints referred to the Ombudsman for Quarter 3 is 7, an increase of 4 from Quarter two. 6 of these complaints were within Planning and all related to the permission given for two garages. The remainder complaint was regarding business</li> </ul>			



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	rates.  (3) That the progress on issues raised in the Quarter two report be noted.			

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<b>Agenda Item 9</b> <b>2012/13 Quarter 3 Finance Report</b>	<p><b>Resolved</b></p> <p>(1) That the projected revenue and capital position at December 2012 be noted.</p> <p>(2) That the Q3 performance against the 2012/13 investment strategy be noted.</p> <p>(3) That the contents and the progress against the Corporate Procurement Action Plan and the Procurement savings achieved at December 2012 be noted.</p>	<p>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 Q3 – December 2012.</p>	<p>Option One – To review current performance levels and considers any actions arising</p> <p>Option Two - To approve or reject the recommendations above or request that Officers provide additional information. To approve or reject the recommendations above or request that Officers provide additional information.</p>	<p>None</p>

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<p><b>Agenda Item 12</b> <b>Bodicote Park</b></p> <p>Exempt report of Head of Regeneration and Housing</p> <p><b>Recommendations</b></p> <p>As set out in the exempt report.</p>	<p><b>Resolved</b></p> <p>(1) As set out in the exempt decision notice</p> <p>(2) A set out in the exempt decision notice.</p>	<p>As set out in the exempt decision notice</p>	<p>As set out in the exempt decision notice</p>	<p>None</p>