



**Summary of the decisions taken at the meeting
of the Executive held on Monday 1 July 2013**

1. Date of publication of this summary: 2 July 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 5 July 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) 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>Agenda Item 6 Graven Hill Acquisition Update</p> <p>Report of Head of Regeneration and Housing</p> <p>Recommendations</p> <p>The Executive is recommended to:</p> <p>(1) Propose to Council to add the acquisition and redevelopment of Graven Hill and prudential borrowing into the Policy Framework and make available the capital sums required as part of the budget.</p>	<p>Resolved</p> <p>(1) That Full Council be recommended to add the acquisition and redevelopment of Graven Hill and prudential borrowing into the Policy Framework and make available the capital sums required as part of the budget.</p>	<p>To ensure that the Council is following correct procedures in making key decisions</p>	<p>Option One: To approve the recommendation</p> <p>Option Two: To reject the recommendation</p>	<p>None</p>
<p>Agenda Item 7 Cherwell Housing Strategy and Tenancy Strategy 2012-</p>	<p>Resolved</p> <p>(1) That the contents of</p>		<p>None</p>	<p>None</p>

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<p>17</p> <p>Report of Head of Regeneration and Housing</p> <p>Summary</p> <p>To provide Executive with an update on the Housing Strategy 2012-17 and Tenancy Strategy 2012-17</p> <p>Recommendations</p> <p>The Executive is recommended:</p> <p>(1) To note the contents of the report and progress to date in delivering the Council's Housing strategy and the Council's Tenancy Strategy.</p> <p>(2) To receive a further</p>	<p>the report and progress to date in delivering the Council's Housing Strategy and the Council's Tenancy Strategy be noted.</p> <p>(2) That officers be requested to submit a further update in twelve months' time.</p>			

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<p>update in 12 months' time.</p>				
<p>Agenda Item 8 Criteria for Local Heritage Assets Register</p> <p>Report of Head of Strategic Planning and the Economy</p> <p>Summary</p> <p>To adopt criteria for a District wide Local Heritage Assets Register.</p> <p>Recommendations</p> <p>The Executive is recommended:</p> <p>(1) To approve the criteria for the selection of Local Heritage Assets</p>	<p>Resolved</p> <p>(1) That the criteria for the selection of Local Heritage Assets be approved.</p>	<p>The National Planning Policy Framework (NPPF) requires local authorities to ensure that local heritage is protected. This is done by understanding local heritage assets and managing change to ensure that the significance is not harmed. The criteria for assessing Local Heritage Assets is therefore important to ensure that local heritage assets are appropriately managed and their significance is not harmed. The criteria from Cherwell District Council will help provide long term protection for the heritage of the District.</p>	<p>Option One: To accept the document as criteria and process for the purposes of planning.</p> <p>Option Two: To decline the document as criteria and process for the purposes of planning.</p>	<p>None</p>

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<p>Agenda Item 9 Carbon Management</p> <p>Report of Head of Environmental Services</p> <p>Summary</p> <p>This report considers the progress the Council's Low Carbon Management Plan and well as other low carbon related projects.</p> <p>Recommendations</p> <p>The Executive is recommended:</p> <p>(3) To note the achievements of the ongoing delivery of the Carbon Management Plan.</p>	<p>Resolved</p> <p>(7) That the achievements of the ongoing delivery of the Carbon Management Plan be noted.</p> <p>(8) That the success of the investment in solar panels on key buildings be noted.</p> <p>(9) That the results of the Energy & Environment Survey be acknowledged.</p> <p>(10) That Cherwell's sign up to the national Climate Local Commitment be supported.</p>	<p>The Low Carbon Environmental Strategy is key to reducing energy costs and emissions along with the Carbon Management Plan</p> <p>The work already achieved by the Use of Natural Resources Group needs to continue to deliver the Carbon Management Plan</p> <p>Key to the internal and external environmental work of the council is to understand residents' opinions and expectations regarding climate change and energy efficiency and to engage with them.</p>	<p>Option One: To approve the forward plan for the Use of Natural Resources Group for 2013/14, to note the results of the Energy & Environment Survey and to support Climate Local</p> <p>Option Two: To reject either all or some of the proposals under Option One</p> <p>Option Three: To ask officers to modify either all or some of the proposals under Option One</p>	<p>None</p>

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<p>(4) To note the success of the investment in solar panels on key buildings.</p> <p>(5) To acknowledge the results of the Energy & Environment Survey.</p> <p>(6) To support Cherwell's sign up to the national Climate Local Commitment.</p>				
<p>Agenda Item 10 Enabling Business Investment in Cherwell</p> <p>Report of Head of Strategic Planning and the Economy</p> <p>Summary</p> <p>To consider how to use recent research to enable business investment in Cherwell.</p>	<p>Resolved</p> <p>(14) That agreement be given to share this research and engage with members of the Cherwell-M40 Investment Partnership (CHIP) to identify competitor locations and points of Cherwell's competitive advantage to form the</p>	<p>The Cherwell Economic Development Strategy (2011-16), adopted by both the District Council and the Local Strategic Partnership, identifies the importance of a strong and resilient economy for the future of north Oxfordshire. By leading and enabling investment in three broad areas: people, business and place, specific commitment was given to</p>	<p>Option One: To take no action and retain the funding for other purposes.</p> <p>Option Two: To implement the plans described in the recommendations.</p> <p>Option Three: To alter and implement the plans described in the recommendations.</p>	<p>None</p>

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<p>Recommendations</p> <p>The Executive is recommended:</p> <p>(11) To share this research and engage with members of the Cherwell-M40 Investment Partnership (CHIP) to identify competitor locations and points of Cherwell's competitive advantage to form the basis of a promotional campaign to strengthen the economic base of the District and attract inward investment. This should also assist the retention of local SMEs and support them to prosper, all of which will contribute to growth in business</p>	<p>basis of a promotional campaign to strengthen the economic base of the District and attract inward investment and this should also assist the retention of local SMEs and support them to prosper, all of which will contribute to growth in business rates and the vitality of Cherwell.</p> <p>(15) That new District-wide promotional material to secure new investment including Investor Profiles for our portfolio of major sites, setting out location, characteristics of the population, local demographics etc. be</p>	<p>take action on the following inter-related themes:</p> <p>a) Promote business & cluster development b) Attract new investment c) Promote employment sites & premises</p>		

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<p>rates and the vitality of Cherwell.</p> <p>(12) To commission new District-wide promotional material to secure new investment including Investor Profiles for our portfolio of major sites, setting out location, characteristics of the population, local demographics etc.</p> <p>(13) To lead new initiatives in 2013/14 including a bulletin for businesses to promote investment, and a District wide business forum to enhance the networks the IoD, FSB and local Chambers within the District as a whole.</p>	<p>commissioned.</p> <p>(16) That agreement be given for Cherwell District Council to lead new initiatives in 2013/14 including a bulletin for businesses to promote investment, and a District wide business forum to enhance the networks the IoD, FSB and local Chambers within the District as a whole.</p>			

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<p>Agenda Item 11 Joint Arrangements Steering Group (CDC/SNC/SDC) Terms of Reference</p> <p>Report of Head of Law and Governance</p> <p>Summary</p> <p>To adopt formal terms of reference for the “three way” Joint Arrangements Steering Group involving members and officers of this Council, South Northamptonshire and Stratford on Avon.</p> <p>Recommendations</p> <p>The Executive is recommended:</p>	<p>Resolved</p> <p>(17) That the terms of reference for the “three way” Joint Arrangements Steering Group (JASG) be adopted.</p>	<p>As discussions on shared working with SDC bear fruit and significant progress is made towards recommended implementation of proposals it is important to define the role and responsibilities of the “three way” JASG in a way which is consistent with the existing terms of reference for the SNC/CDC JASG.</p>	<p>Option One: To approve the recommendation.</p> <p>Option Two: To amend the proposed terms of reference, but this is not recommended as they have the support of all three sets of Council members on the body and are consistent with the existing terms of reference for the CDC/SNC JASG.</p>	<p>None</p>

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(1) To adopt the terms of reference for the “three way” Joint Arrangements Steering Group (JASG) at Appendix				
<p>Agenda Item 12 Transformation Challenge Award</p> <p>Report of Head of Finance and Procurement</p> <p>Summary</p> <p>This report outlines proposals for bidding against the transformation challenge award and details the process and timetable for completion.</p> <p>Recommendations</p> <p>The Executive is recommended:</p>	<p>Resolved</p> <p>(4) That the contents of the report and the purpose of the transformation challenge award be noted.</p> <p>(5) That the areas suggested for collaboration with South Northamptonshire and Stratford upon Avon Councils be endorsed.</p> <p>(6) That authority be delegated to the</p>	<p>Through the Transformation Challenge Award the Government is making funding available to support local authorities that are at the cutting edge of innovation for service transformation so that they are going further and faster in re-engineering service delivery and achieving efficiency savings.</p> <p>The 3 way Joint Arrangements Steering Group has recommended areas the 3 councils could bid for funds together and independently. In order to satisfy the bidding criteria we</p>	<p>Option One: Implement as per recommendations</p> <p>Option Two: To approve or reject the recommendations above or request that Officers provide additional information.</p>	<p>None</p>

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<p>(1) To note the contents of the report and the purpose of the transformation challenge award.</p> <p>(2) To endorse the areas suggested for collaboration with South Northamptonshire and Stratford upon Avon Councils.</p> <p>(3) To delegate authority to the Director of Resources and Head of Finance and Procurement in consultation with the Leader of the Council to finalise submissions ahead of the deadline date of 14 July 2013.</p>	<p>Director of Resources and Head of Finance and Procurement in consultation with the Leader of the Council to finalise submissions ahead of the deadline date of 14 July 2013.</p>	<p>need to be able to evidence that the areas for collaboration have political support and the JASG is asking the Executive to confirm this support. .</p>		

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<p>Agenda Item 15 Shared Services - Environmental Services</p> <p>Exempt Report of Head of Environmental Services</p>	<p>Resolved</p> <p>(18) That the implementation of Stage 1 of a shared service covering some elements of Environmental Services be approved.</p> <p>(19) That it be noted that a report covering Stage 2 of a shared service will come forward later in the financial year.</p>	<p>This report is presented to provide information on Stage 1 of a shared service. The impact on staff is very low and the savings proposed are achievable and some need to be delivered in 2013/14.</p> <p>Stage 2 business case will be developed later during 2013.</p>	<p>Option One: To approve the implementation of the shared service.</p> <p>Option Two: To not approve the implementation of the shared service.</p> <p>Option Three: Investigate other options</p>	<p>None</p>
<p>Agenda Item 16 Proposal for a Shared Human Resources Service with South Northamptonshire District Council and a Collaborative Approach to the Delivery of HR Services with Stratford</p>	<p>Resolved</p> <p>(20) That the responses to the consultation process with the affected staff and trade union representatives be</p>	<p>The introduction of a shared HR Service will continue to build upon the Shared Service model between CDC and SNC, whilst supporting the principle of collaborative working with SDC.</p>	<p>Option One: To reject the proposal meaning the two services continue to operate independently. This would not deliver the benefits or financial savings to CDC identified in the business case.</p>	<p>None</p>

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<p>On Avon District Council</p> <p>Exempt Report of Head of Transformation</p>	<p>noted.</p> <p>(21) That the approval of the Personnel Committee of the staffing aspects in relation to the proposal for a Shared HR Service with SNC be noted.</p> <p>(22) That the proposal to work in collaboration with Stratford on Avon District Council in relation to the delivery of HR Services be approved.</p> <p>(23) That the proposed final business case to share an HR Service between CDC and SNC be approved and implemented, subject to similar approval by</p>	<p>It will provide increased resilience to all partners and ensure that specialisms and best practice can be developed internally to be shared across all partners.</p> <p>It will deliver service improvements, increase efficiency, avoid duplication and deliver financial savings for CDC.</p>	<p>Option Two: Approve the business case as attached</p>	

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	SNC Cabinet and Full Council.			