

Summary of the decisions taken at the meeting of the Executive held on Monday 4 January 2016

- 1. Date of publication of this summary: 5 January 2015
- 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 January 2015

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
Agenda Item 7 Response to Oxfordshire County Council's Proposed Changes to Children Centres and Early Intervention Hubs Report of Director of Community and Environment Recommendations The meeting is recommended: 1.1 To instruct officers to respond to the OCC consultation process as outlined in paragraphs 3.8 and 3.9 of the report.	Resolved (1) That officers be instructed to respond to the Oxfordshire County Council (OCC) consultation as follows: (i) The Council in its response to the consultation requests OCC consider the following; a) Ensures that a sufficient facilitation resource is made available to explore alternative service delivery models for each of the current	The proposal to cut the early years and early intervention services and in some cases close children centres and replace these with a much smaller number of family centres is of real concern to Cherwell District Council. The investment and foresight of providing children centres and early intervention hubs relatively recently has resulted in much valued and needed services for local people many of whom are our most vulnerable and needy. It is clear that the current children's centres and early intervention hubs play a key role in delivering important local services, most of which are County Council related. It is however also	Option 1: to respond in a different way to that outlined in the report	None

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	service sites b) Recognise that some emphasis should be placed on Bicester given its planned growth and therefore Option 3 is not supported by this Council c) Incorporate some universal services in its future service as a means of maintaining some preventative and early intervention focus d) That every effort be made to maintain the	clear, that the scale of the required budget cuts require substantial change and result in little chance of retaining all current services and premises. The Council wishes to support the search for alternative delivery solutions for each of the ten children's centres and two early intervention hubs in the District, is prepared to play its part in this process and urges OCC to ensure effective facilitation resources are put in place to enable this to happen.		

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	strong link between schools and children's centres as a means of the most beneficial service continuity model e) Option 2 is the Cherwell District Council's favoured solution to meet b) and c) above			
	(ii) Whilst the Council would want to see the retention of the majority of the current service provision, it is not in a position			

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	financially or organisationally to intervene directly to do this. It is however in a position to consider a number of opportunities to assist OCC in the process of finding the best alternative overall service provision. These include; - to consider this Council's freehold title of the Sunshine Centre with OCC and the Sunshine Centre management organisation as a means of			

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	determining whether this will assist in identifying an alternative service delivery model – this is consistent with the Council's emerging asset management strategy; - to use its community network in relation to the community and voluntary sectors to assist OCC in identifying alternative service delivery models at each of the affected locations;			

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	- to offer officer support to consider how current Council services can contribute to the viability of alternative service delivery models on a site by site basis; - to use the Brighter Futures in Banbury Programme and its multiagency basis as a means of reviewing an alternative service delivery model for the town of Banbury which			

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		is based on identified service need and builds on the current service strengths.				
Hous Home Plan	ada Item 8 sing Strategy Priority 5: eless Prevention Action Update ert of Head of eneration and Housing	Reso	That the update on the Homelessness Prevention Action Plan (annex to the Minutes as set out in the Minute Book) which	It is through adopting this Action Plan that the Council makes clear its commitment to the homelessness prevention agenda to both Central Government and its partners across the statutory and voluntary sectors.	Option 1: Not to endorse the Homeless Action Plan 2016/17 which highlights the continued need to work in partnership and highlights the request to continue funding to support the prevention of	None
	mmendations meeting is recommended:		takes account of learning from the current year's plan, and reflects Cherwell	The Homelessness Prevention Action Plan is a result of a review of the	Homelessness. This has been rejected as it will lead to an increase in statutory duties to homeless and an	
1.1	To approve the update on the Homelessness Prevention Action Plan at Appendix 1 which takes account of		District Council's application for the Gold Standard accreditation for homelessness	previous action plan as directed in Chapter 5 of the Housing Strategy, which requires a review of partnerships.	increase in spending on provision of expensive temporary accommodation and rough sleeping across the district.	

Agenda Item and Recommendation				Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
1.2	learning from the current year's plan, and reflects Cherwell District Council's application for the Gold Standard accreditation for homelessness services. To note the contents of the report and the importance of the Homeless Action Plan, and the particular benefits the Council derives from financially supporting preventative homelessness services in partnership with other voluntary agency bodies.	(2)	That the report and the importance of the Homeless Action Plan, and the particular benefits the Council derives from financially supporting preventative homelessness services in partnership with other voluntary agency bodies be noted.	The adoption of the Homelessness Prevention Action Plan is an important step on the Council's journey to achieving Gold Standard for Homelessness Services, and all that lies behind that award.		
Agenda Item 9 Council Tax Base 2016/17		Reso	Dived That the report of the	The collection rate used is a best estimate of the percentage of the total	Option 1: To reject the tax base calculation. The figures in this report could	None

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Report of Head of Finance and Procurement Recommendations The meeting is recommended: 1.1 To consider the report of the Head of Finance and Procurement for the calculation of the Council's Tax Base for 2016-2017 be considered. (a) That pursuant to the Head of Finance and Procurement's report and in accordance with the Local Authorities (Calculation of Council Tax Base) (England)	Head of Finance and Procurement for the calculation of the Council's Tax Base for 2016-2017 be considered and the following agreed: (a) That pursuant to the Head of Finance and Procurement's report and in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by Cherwell District Council as its Council Tax Base for the year 2016-2017 shall be 50,357.1	amount due for 2016-17. It is based on previous year's collection rates. The appendices show the most up to date position of the Council Tax base and the adjustments have been made to take account of changes during 2015-16.	be rejected and a new calculation made. However, this would result in further delays for all preceptors in calculating their own precept to be levied on the Council.	

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Regulations 2012, the amount calculated by Cherwell District Council as its Council Tax Base for the year 2016- 2017 shall be 50,357.1 (b) As for the parishes which form part of its area shown in Appendix 2, the amount calculated as the Council Tax Base for the year 2016- 2017 in respect of special items shall be as indicated in the final column thereto.	 (b) As for the parishes which form part of its area (annex to the Minutes as set out in the Minute Book) the amount calculated as the Council Tax Base for the year 2016-2017 in respect of special items shall be as indicated in the final column thereto. (c) As for the Flood Defence Areas which form part of its area, the amount calculated as the Council Tax Base for the year 2016-2017 for the purposes of levies on Oxfordshire 			

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(c) As for the Flood Defence Areas which form part of its area, the amount calculated as the Council Tax Base for the year 2016-2017 for the purposes of levies on Oxfordshire County Council by River Authorities, shall be: Thames Flood Defence Area: 48,046.2 Anglian (Great Ouse) Flood Defence Area: 1,876.3 Severn Region Flood Defence Area: 434.6 1.2 To delegate final	County Council by River Authorities, shall be: Thames Flood Defence Area: 48,046.2 Anglian (Great Ouse) Flood Defence Area: 1,876.3 Severn Region Flood Defence Area: 434.6 50,357.1 (2) That final approval of the Council Tax Base for 2016-2017 be delegated to the Section 151 Officer in consultation with the Lead Member for Financial Management.			
approval of the Council				

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	Tax Base for 2016-2017 to the Section 151 Officer in consultation with the Lead Member for Financial Management.					
Annu 2015 Repo Plann	ada Item 10 ual Monitoring Report ort of Head of Strategic ning and the Economy ommendations	(1)	That the Annual Monitoring Report be approved. That the Head of Strategic Planning and	The Annual Monitoring Report provides important information to measure the effectiveness of planning policies and to assist policy making and development management decision making. It is the statutory	Option 1: To seek amendment of the 2015 AMR in consultation with the Lead Member for Planning Officers consider the AMR to be robust report supported by data and	None
The r	To approve the Annual Monitoring Report (Appendix 1). To authorise the Head of Strategic Planning and the Economy to	(3)	the Economy be authorised to make any necessary minor amendments before publication. That the District's housing delivery position be noted.	mechanism for monitoring housing delivery. Its most significant conclusion is that the District continues to demonstrate a five year housing land supply.	research. Delay could lead to uncertainty within the development industry and risks for decision making. Option 2: Not to approve the AMR Production of a monitoring report is a statutory	

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1.3	make any necessary minor amendments before publication. To note the District's housing delivery position.			requirement.	
State Invol Repo Plann Reco	ada Item 11 ement of Community vement 2016 ort of Head of Strategic ning and the Economy ommendations	Resolved (1) That the draft Statement of Community Involvement (SCI) 2016 be approved for formal public consultation.	A draft SCI 2016 has been prepared for the purpose of public consultation. Upon completion and final approval, the SCI 2016 will be the Council's formal statement on community engagement in planning decisions. The existing SCI	Option 1: Continue to use the SCI that was adopted in July 2006. This is not recommended as although the SCI 2006 is comprehensive, it is dated. It does not reflect changes to plan-making and development	None
The r	To approve the draft Statement of Community Involvement (SCI) 2016 (Appendix 1) for formal public consultation.	(2) That the Head of Strategic Planning and the Economy be authorised to make any necessary minor and presentational changes to the draft	was adopted by the Council in July 2006. A number of changes have since been made to planning legislation and policy. Technological advances including increased use and availability of electronic communications	management processes. Option 2: To reconsider the content of the draft SCI The draft SCI has been produced having regard to statutory and policy requirements for plan-	

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1.2	To authorise the Head of Strategic Planning and the Economy to make any necessary minor and presentational changes to the draft Statement of Community Involvement 2016 before formal consultation commences.	Statement of Community Involvement 2016 before formal consultation commences.	have also affected how public consultation is undertaken. The Council is also at the early stage of producing a number of new planning policy documents which will require community and stakeholder involvement. It is therefore appropriate to prepare a new SCI and, in view of its purpose, to consult on it.	making and development management. Examples of recently approved SCIs have been considered. It is considered by officers to be an appropriate consultation document.	
Report Plann	da Item 12 I Development Scheme It of Head of Strategic and the Economy Immendations Ineeting is recommended: To approve the updated	Resolved (1) That the updated Local Development Scheme (LDS) (annex to the Minutes as set out in the Minute Book) be approved.	An updated Local Development Scheme (LDS) has been prepared. It provides a programme for the preparation of the Council's key planning policy documents that will be relevant to future planning decisions and, where applicable, the public examination of those	Option 1: Not to approve the LDS The Council has a statutory responsibility to maintain an LDS. Not to approve the LDS could undermine the confidence of the public and stakeholders about the Council's plan-making programme. The LDS	None

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Local Development Scheme (LDS) (Appendix 1).		documents. The Council has a statutory responsibility to prepare and maintain an LDS. The LDS will be used by officers, the public, partners, developers and other stakeholders to monitor the production of documents to plan for associated consultations. Approval of the LDS is needed to assist project management and ensure that the Council meets its statutory responsibilities for planmaking.	would need to be represented to the Executive at a future meeting or to the Lead Member for Planning. Option 2: To reconsider the content of the LDS The LDS has been prepared having regard to the Council's statutory responsibilities and current resources. It is considered by officers to be appropriate for the present and foreseeable circumstances.	
Agenda Item 13 Cherwell Local Plan 2011- 2031 (Part 2): Development Management Policies and Sites	Resolved (1) That the Cherwell Local Plan 2011-2031 (Part 2): Development Management Policies	An issues paper for Local Plan Part 2 has been prepared for the purpose of public consultation. Local Plan Part 2 will focus on the preparation of new	Option 1: To delay the issues paper and consultation until options have also been produced A consultation now will provide officers the	None

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Report of Head of Strategic Planning and the Economy Recommendations The meeting is recommended: 1.1 To approve the issues paper (Appendix 1) for formal public consultation. 1.2 To authorise the Head of Strategic Planning and the Economy to make any necessary minor and presentational changes to the issues paper before formal consultation commences.	and Sites issues paper be approved for formal public consultation. (2) That the Head of Strategic Planning and the Economy be authorised to make any necessary minor and presentational changes to the issues paper before formal consultation commences.	Development Management policies and the identification of non-strategic development sites which reflect the vision, objectives and policies of Local Plan Part 1 and priorities in the National Planning Policy Framework. Members are recommended to approve the issues paper in the interest of seeking detailed public, partner and stakeholder views on the matters that will need to be considered and responded to in preparing Part 2 of the Local Plan.	opportunity to consider issues comprehensively before identifying reasonable options. Further work would be required to identify potential options supported by the Sustainability Appraisal process. Option 2: To reconsider the content of the issues paper The issues paper has been produced having regard to national policy and guidance, Local Plan Part 1, the saved policies of the adopted Cherwell Local Plan 1996, the Non-Statutory Cherwell Local Plan 2011 and representations received in response to an initial public notification. It is considered by officers to	

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					be an appropriate consultation document.	
Cher 2031	da Item 14 well Local Plan 2011- (Part 1): Partial Review ord's Unmet Housing	Reso	That the Cherwell Local Plan 2011 – 2031 (Part 1): Partial	An issues paper for the Partial Review of Local Plan Part 1 has been prepared for the purpose of public consultation. Through the	Option 1: To delay the issues paper and consultation until options have also been produced A consultation now will	None
Plann	rt of Head of Strategic ing and the Economy mmendations		Review – Oxford's Unmet Hosing Need issues paper be approved for formal public consultation.	Oxfordshire Growth Board, the Oxfordshire Councils have generally agreed that although the precise ability of Oxford to accommodate its	provide officers the opportunity to consider issues comprehensively before identifying reasonable options.	
The n	To approve the issues paper (Appendix 1) for formal public	(2)	That the Head of Strategic Planning and the Economy be authorised to make any necessary minor	own need has yet to be concluded there is general agreement that there is limited capacity within the city to fully accommodate its own need and that therefore there	Completion of the countywide work in Summer 2016 is needed to help inform options. A delay would make it very difficult to meet the two	
1.2	consultation. To authorise the Head of Strategic Planning and the Economy to		and presentational changes to the issues paper before formal consultation commences.	will be a significant potential shortfall which will need to be provided in neighbouring districts. A total countywide working figure of 15,000	year review programme that the Council has committed to within paragraph B.95 of the adopted Cherwell Local	

Agenda Item and Recommendation	Dec	ision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
make any nece minor and presentational of to the issues particles before formal consultation commences. 1.3 To request office engage with Ox Council to agree appropriate arrangements for seeking the view Oxford City stakeholders prothe commencer formal consultars.	changes per (3) ers to ford City e or ws of ior to ment of	That officers be requested to engage with Oxford City Council to agree appropriate arrangements for seeking the views of Oxford City stakeholders prior to the commencement of formal consultation.	homes has been identified. Progress on the Partial Review needs to be made to enable the Council to meet its commitment, in paragraph B.95 of the adopted Local Plan, to complete a review within two years of adoption. Members are recommended to approve the issues paper in the interest of seeking detailed public, partner and stakeholder views on the matters that will need to be considered and responded to in preparing the Partial Review.	Plan 2011-2031 (Part 1) thereby inviting legal risks. Further work on Sustainability Appraisal would also be required to identify potential options. Option 2: To reconsider the content of the issues paper The issues paper has been produced having regard to national policy and guidance, on-going countywide work and Local Plan Part 1. It is considered by officers to be an appropriate consultation document.	
Agenda Item 15 Draft Banbury Maste Consultation		olved That the draft Banbury Masterplan be	The draft Banbury Masterplan aims to provide a vision for the future of Banbury and a set of themes	Option 1: To drop the Town Masterplan This has been rejected as the Masterplan provides	None

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Planr	ort of Head of Strategic ning and the Economy		approved for six weeks consultation and engagement with	with associated actions that are detailed in an Action Plan. This combination of	more detail on the overall growth of the town and the different policy areas	
Recommendations The meeting is recommended:		stakeholders.	way which accords with the	which contribute to that growth than the framework set by the Local Plan provides; whilst		
1.1	To approve the draft Banbury Masterplan for six weeks consultation and engagement with the public and stakeholders.	(2)	Strategic Planning and the Economy be authorised to correct any minor spelling, grammatical or typographical errors and make any	It also shows how a series of social, economic and environmental measures can support Banbury grow in a comprehensive, integrated way.	highlighting the relationship between the different development sites, provides a greater level of certainty for developers and the community as to how the	
1.2	To authorise the Head of Strategic Planning and the Economy the correction of any minor spelling, grammatical or typographical errors together with any improvements from a	(3)	improvements from a presentational perspective prior to the publication of draft Banbury Masterplan for consultation. That officers be	Agreement is sought to commence consultation and engagement for a six week period with the public and other stakeholders in accordance with the measures set out in the Statement of Community	town will develop. Option 2: To reduce the number of themes set out within the Masterplan This has been rejected as it would make the	
	improvements from a presentational perspective prior to the publication of draft Banbury Masterplan for	(3)	requested to report back to the Executive the results of the consultation.	Involvement of Community Involvement which provides the steps Cherwell must follow in its consideration of planning documents.	Masterplan less comprehensive and miss the opportunity that the plan illustrates to secure gains from the town from	

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consultation. 1.3 To request officers to report back to the Executive the results of the consultation.		The intention is to conclude this process with a Masterplan for Banbury that can be adopted by Cherwell District Council as a Supplementary Planning Document (SPD) during 2016.	the combination of new housing, employment, transport, regeneration measures as well as the relationship to 'Brighter Futures' and environmental improvements.	
Agenda Item 16 Neighbourhood Planning: Application for Designation as a Neighbourhood Area - Bodicote Parish Report of Head of Strategic Planning and the Economy Recommendations The meeting is recommended: 1.1 To refuse the Bodicote	Resolved (1) That the Bodicote Parish Neighbourhood Plan application as submitted be refused and the designation of the more appropriate alternative as shown on the map as set out in the annex to the Minutes (as set out in the Minute Book) appendix 4 be	Bodicote Parish Council has made an application for the designation of its administrative area as a neighbourhood area for the purpose of preparing a Neighbourhood Plan. Taking into account all of the comments received and having regard to the circumstances explained above, officers have concluded that the current boundary for the Parish of	Option 1: To approve the area for designation as submitted based on the current boundaries for Bodicote Parish Option 2: To defer designation	None

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
Parish Neighbourhood Plan application as submitted but to approve the designation of the more appropriate alternative as shown on the map at appendix 4. 1.2 To authorise the Head of Strategic Planning and the Economy to issue a Notification of Decision pursuant to Recommendation 1	approved. (2) That the Head of Strategic Planning and the Economy be authorised to issue a Notification of Decision pursuant to Resolution (1).	Bodicote is not an appropriate neighbourhood area as part of the area will shortly become part of Banbury and the Town Council do not show an interest in joint working or providing the required consent. The recommended alternative area is shown on the map at the annex to the Minutes (as set out in the Minute Book) which follows the newly aligned boundary as approved by the Local Government Boundary Commission for England.		
Agenda Item 17 Graven Hill and Local Housing Company: Appointment of Housing Representatives Report of Head of Law and	Resolved (1) That the appointment of the section 151 officer, and the monitoring officer in the absence of the	It is necessary to appoint appropriate officer representatives to take decisions on the Council's behalf as shareholder in each the three companies. Given the nature of the Council's	Option 1: Not to appoint an authorised shareholder representative for each of the companies. This is rejected as the council's shareholder interests need to be adequately protected	None

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
Recommendations The meeting is recommended: 1.1 To approve the appointment of the section 151 officer, and the monitoring officer in the absence of the section 151 officer, as the authorised representatives of the Council's shareholding interests in Graven Hill Village Holdings Company Limited, Graven Hill Village Development Company Limited and the proposed local housing company.	section 151 officer, as the authorised representatives of the Council's shareholding interests in Graven Hill Village Holdings Company Limited, Graven Hill Village Development Company Limited and the proposed local housing company be approved. (2) That authority be delegated to the section 151 officer, and the monitoring officer in the absence of the section 151 officer, to take all necessary shareholder action and to exercise	role is the statutory officer with responsibility for safeguarding the Council's finances with the statutory officer responsible for ensuring the Council acts lawfully as a substitute in absence.	and the companies' cannot function long term without the facility to taker shareholder decisions effectively. Option 2: To appoint alternative authorised officers to those recommended. This is rejected as the two statutory officers are considered to be the most appropriate for the reasons set out in the report above.	
1.2 To delegate authority to the section 151 officer,	all necessary shareholder discretion in relation to the three			

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
and the monitoring officer in the absence of the section 151 officer, to take all necessary shareholder action and to exercise all necessary shareholder discretion in relation to the three said companies in consultation with the Lead Member for Financial Management. 1.3 To require that all future business cases for proposed council companies that are submitted as part of the approved confederation approach include a recommendation as to the most appropriate officer shareholder representative.	said companies in consultation with the Lead Member for Financial Management. (3) That all future business cases for proposed council companies that are submitted as part of the approved confederation approach be required to include a recommendation as to the most appropriate officer shareholder representative.			

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Agenda Item 18 Asset Management Strategy Action Plan Update Report of Head of Regeneration and Housing Recommendations The meeting is recommended: 1.1 To note the updates on the priority actions arising from the Asset Management Plan set out in exempt Appendix 1 and to approve the recommendations set out therein. 1.2 To note the further progress associated with re developing The Hill Youth and Community Centre and note the full	 (1) That the updates on the priority actions arising from the Asset Management Plan set out in exempt Appendix to the report (exempt annex to the Minutes as set out in the Minute Book) and the recommendations set out therein be approved. (2) That the further progress associated with re-developing The Hill Youth and Community Centre and the full capital cost to complete the replacement of the current facility be noted. 	It is important that adequate resource and specialist reviews are being undertaken in order to inform the work programme, capital programme and current strategic development projects.	There is an option not to consider this update and identified financial outcomes. This is not recommended as a number of priority actions require resource updates now as they will impact on other Council projects and priorities when the 2016/17 budget priorities are subsequently considered.	None

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1.3	the replacement of the current facility indicated in the exempt Appendix 1. To note the Expression of Interest made to Sport England and the Lottery Fund to support the redevelopment of the Hill Youth and Community Centre, details of which are contained in the	(3)	That the Expression of Interest made to Sport England and the Lottery Fund to support the redevelopment of the Hill Youth and Community Centre be noted. That the latest position in respect of the Bolton Road car park			
1.4	exempt Appendix 1. To note and approve the latest position in respect of the Bolton Road car park facility and the revised financial position contained in the exempt Appendix 1.	(5)	facility and the revised financial position (exempt annex to the Minutes as set out in the Minute Book) be noted and approved. That the necessary work through the			
1.5	To support the necessary work through the Accommodation Asset		Accommodation Asset Strategy Board to conclude an investment and			

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Strategy Board to conclude an investment and disposal strategy for core and noncore assets to enable the Executive to consider and approve the Strategy by April 2016 with the costs associated with completing this work to be met from the approved additional resources of £100K available to deliver action plan objectives.	disposal strategy for core and noncore assets to enable the Executive to consider and approve the Strategy by April 2016 with the costs associated with completing this work to be met from the approved additional resources of £100K available to deliver action plan objectives be supported.			