

Committee: Executive
Date: Monday 1 February 2016
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Barry Wood (Chairman)	Councillor G A Reynolds (Vice-Chairman)
Councillor Ken Atack	Councillor Norman Bolster
Councillor John Donaldson	Councillor Michael Gibbard
Councillor Tony Ilott	Councillor Kieron Mallon
Councillor D M Pickford	Councillor Nicholas Turner

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 4 January 2016.

6. **Chairman's Announcements**

To receive communications from the Chairman.

7. **Banbury Museum Trust Development** (Pages 17 - 20)

6.35pm

Report of Director of Operational Delivery

Purpose of report

The Chairman and the Director of the Banbury Museum Trust will present to members an update on progress made since the formation of the Trust and outline the emerging plans for development both of the site and the programme

Recommendations

The meeting is recommended:

- 1.1 To note the report.
- 1.2 To support the development plans of the Banbury Museum Trust.

8. **Community Spaces and Development Study** (Pages 21 - 26)

6.55pm

** Due to the size of the document, Appendix 1 to this report will be published as a supplement to the main agenda **

Report of Director of Operational Delivery

Purpose of report

The Local Strategic Partnership has been instrumental in framing and commissioning a study to better evidence the need for neighbourhood community spaces and development activity across the District, in line with the development plans identified by the Local Plan. The study also proposes a model for community development activity to be undertaken in the establishment of thriving and well integrated new neighbourhoods.

Recommendations

The meeting is recommended to

- 1.1 Approve the Community Spaces and Development Study (appendix 1) as a basis for developing CDC's community development approach in new neighbourhoods.
- 1.2 Agree the principle of housing developers contributing to CDC co-ordinated community development work, to establish thriving and well integrated new neighbourhoods across the District.
- 1.3 Agree the principle of housing developers providing new (or contributing to the expansion of existing) neighbourhood community halls, based on an allocation of community space per head of proposed population.

9. North West Bicester Supplementary Planning Document (SPD) 7.05pm
(Pages 27 - 234)

** Due to the size of the document, Appendix 3 to this report will be published as a supplement to the main agenda **

Report of Head of Strategic Planning and the Economy

Purpose of report

To update the Executive on the outcome of the recent consultation on the draft North West Bicester Supplementary Planning Document (SPD) and associated documents, and allow the Executive to consider whether to recommend that the Council adopts the SPD (as amended) as a Supplementary Planning Document.

Recommendations

The meeting is recommended:

- 1.1 To note the progress in preparing the North West Bicester SPD since the update report to the Executive on 1 June 2015.
- 1.2 To agree the response to the representations received and resulting changes made to the SPD and Statement of Consultation (Appendix 2 and Appendix 3).
- 1.3 To recommend to Full Council to resolve to adopt as a Supplementary Planning Document the North West Bicester SPD (Appendix 1) in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012.
- 1.4 To delegate to the Head of Strategic Planning and the Economy prior to the publication of the Supplementary Planning Document, the compilation of the final document incorporating the updated text (Appendix 1) and illustrations, and the correction of any minor spelling or grammatical errors.

10. Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule 7.15pm
(Pages 235 - 280)

** Due to the size of the document, Appendix 5 to this report will be published as a supplement to the main agenda **

Report of Head of Strategic Planning and the Economy

Purpose of report

To seek Member endorsement to consult the public for six weeks on the Community Infrastructure Levy (CIL): Preliminary Draft Charging Schedule.

This is the first of two consultations on a potential CIL charge for Cherwell to be followed by an examination in public.

Recommendations

The meeting is recommended:

- 1.1 To endorse the CIL Preliminary Draft Charging Schedule (Appendix 2) for a six week public consultation.
- 1.2 To note the viability and infrastructure evidence (Appendices 3 to 5) supporting the CIL consultation.

11. Progress of Superfast Broadband (Pages 281 - 286)

7.25pm

Report of Head of Strategic Planning and the Economy

Purpose of report

This report explains the progress made to date by the 'Better Broadband for Oxfordshire' programme, and how Cherwell District Council's contribution from now until December 2017 will extend the availability of Superfast Broadband to businesses and homes across the district.

Recommendations

The meeting is recommended:

- 1.1 To note the financial contribution of £545,000 from the New Homes Bonus being made by the Council to extend the availability of Superfast Broadband to homes and business premises across the district by December 2017.
- 1.2 To support the investigation of alternative solutions towards extending the availability of Superfast Broadband to all premises as soon as possible through continued work with businesses, communities and partner organisations.
- 1.3 To consider in due course the most effective use of the remaining £455,000 of new Homes Bonus to address the most hard to connect premises.

12. Three Way Working and the Confederation (Pages 287 - 292)

7.30pm

Report of Chief Executive

Purpose of report

This report provides an update on progress with regards to implementation of the business case for the confederation approach to joint working agreed by Council in February 2015. The report includes an update on the position with Stratford on Avon District Council who did not take any decisions in 2015 regarding their participation in the proposed confederation.

The report recommends the continued implementation of the confederation on a two way basis (i.e. Cherwell District Council and South Northamptonshire Council) and the cessation of any further development of the confederation approach or joint

working with Stratford on Avon DC as the Council has indicated that it will not be adopting the confederation as its preferred delivery model.

Recommendations

The meeting is recommended:

- 1.1 To note the progress towards the implementation of the business case for a two way confederation approach as adopted by Council in February 2015 as the basis for the delivery of savings, increased resilience, business improvement and income generation in the medium term.
- 1.2 To agree that, following discussions with Stratford on Avon DC (SDC), no further three way joint working proposals with SDC be developed as SDC have indicated they do not wish to pursue the confederation as their future operating model.
- 1.3 To agree that the existing three way shared services (Legal and ICT) are reviewed by officers to consider their suitability for continued three way working in light of the fact that SDC do not wish to pursue the confederation and to request that, subject to the approval of recommendation 1.4 below, officers report to the Joint Commissioning Committee on proposed governance and operational delivery arrangements to ensure effective continuation of either or both of these shared service arrangements on a three way basis should such reviews conclude that this option is considered to be desirable.
- 1.4 Subject to the reviews referred to in recommendation 1.3 above recommending the continuation of three way working for Legal and/or ICT, to delegate authority to the Joint Commissioning Committee to take any executive decisions on the future governance and operational delivery of the said teams to ensure the services are able to continue to meet the strategic objectives of South Northamptonshire Council, Cherwell District Council, and the confederation delivery model.
- 1.5 To note that SDC are willing to continue the operation of the three way transformation team until the secondment period finishes in March 2017 and recommend to Council that the Transformation Team Section 113 agreement (between Cherwell, South Northants and Stratford on Avon) be extended to reflect this (subject to a similar decision being made by SDC).

13. Council Tax Discounts 2016-17 (Pages 293 - 296)

7.40pm

Report of Head of Finance and Procurement

Purpose of report

To make a proposal to members of the Executive for the locally determined Council Tax discounts for 2016-2017.

Recommendations

The meeting is recommended:

- 1.1 To agree a recommendation to Full Council in respect of locally set Council Tax discounts as part of the budget setting process for 2016-17.

14. Draft Budget and Corporate Business Plan 2016-2017 (Pages 297 - 348)

7.45pm

Report of Director of Resources

Purpose of report

The Council is required to produce a balanced budget for 2016/17 as the basis for calculating its level of Council Tax. It 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.

The proposed budget and business plan for 2016/17 are presented as an integrated report to demonstrate that the Council adopts a strategic approach to managing all of its resources, ensuring that the delivery of the Council's priorities for the district directs the allocation of financial resources.

Recommendations

The meeting is recommended:

- 1.1 To consider and approve the draft budget in the context of the Council's service objectives and strategic priorities.
- 1.2 To approve and recommend the balanced budget to Full Council.
- 1.3 To recommend to Full Council a Council tax freeze.
- 1.4 To recommend to full council the proposed 2016/17 capital programme, see Appendix 5.
- 1.5 To note the latest Medium Term Revenue Plan (MTRP) for 2016/17 to 2020/1, at Appendix 3; this will be the basis of the work of the Budget Planning Committee for the following year.
- 1.6 To recommend, subject to any further changes Members may wish to include tonight, the updated draft revenue budget for adoption by Full Council on 22 February 2016.
- 1.7 To delegate authority to the Head of Finance and Procurement, in consultation with Director of Resources and the Lead Member for Financial Management to amend the contributions to or from general fund balances to allow the Council Tax to remain at the level recommended to Full Council following the announcement of the final settlement figures, any changes to relating to Business Rates or as a result of any financial implications arising from recommendation 1.6, above.

- 1.8 To recommend the 2016/17 business plan and performance pledges to Full Council (detailed in Appendices 6 and 7 respectively).
- 1.9 To note the 2016/17 Business Plan and Budget Equality Impact Assessment (detailed in Appendix 8).

15. Proposal for a Joint Customer Service Team with South Northamptonshire Council (Pages 349 - 356) **8.05pm**

Report of Director of Operational Delivery

Purpose of report

This report presents the final business case following consultation for a Joint Customer Services Team for Cherwell District Council and South Northamptonshire Council (hereafter “Cherwell” or “CDC” and “South Northamptonshire” or “SNC” respectively).

The report recommends the arrangement of a two-way Joint Customer Service Team and in doing so seeks the Executive’s agreement for the non-staffing elements of the business case.

The proposal is part of the wider transformation programme across the two Councils.

Recommendations

The meeting is recommended:

- 1.1 To consider the attached final business case in relation to non-staffing matters;
- 1.2 To note that the business case has been considered and approved on 14 January 2016 by the Joint Commissioning Committee with regard to staffing matters. This included consideration of consultation responses from affected staff and trade union representatives.
- 1.3 To approve and implement the proposed final business case to share a joint Customer Service Team between CDC and SNC, subject to similar consideration and approval by SNC Cabinet on 8 February 2016.
- 1.4 To delegate to the Director of Operational Delivery in consultation with the Leader of the Council any non-significant amendment that may be required to the business case following the decision by SNC Cabinet.

16. Proposal for a Joint Public Protection Service with South Northamptonshire Council (Pages 357 - 362) **8.10pm**

Report of Director of Operational Delivery

Purpose of report

This report presents the final business case following consultation for a Joint Public Protection Service across Cherwell District Council and South Northamptonshire Council (hereafter “Cherwell” or “CDC” and “South Northamptonshire” or “SNC” respectively).

The report recommends the arrangement of a two-way Joint Public Protection Service and in doing so seeks the Executive’s agreement for the non-staffing elements of the business case.

The proposal is part of the wider transformation programme across the two Councils.

Recommendations

The meeting is recommended:

- 1.1 To consider the attached final business case and the consultation responses in relation to non-staffing matters.
- 1.2 To note that the business case has been considered and approved by the Joint Commissioning Committee with regard to staffing matters on 14 January 2016. This included consideration of consultation responses from affected staff and trade union representatives.
- 1.3 To approve and implement the proposed final business case to share a Joint Public Protection Service between CDC and SNC, subject to similar consideration and approval by SNC Cabinet on 8 February 2016.
- 1.4 To delegate to the Director of Operational Delivery in consultation with the Leader of the Council any non-significant amendment that may be required to the business case following the decision by SNC Cabinet.

17. Exclusion of the Press and Public

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

1 – Information relating to any individual

2 – Information which is likely to reveal the identity of an individual

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

4 – Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

Members are reminded that whilst the following items have been marked as exempt, it is for the meeting to decide whether or not to consider 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.

No representations have been received from the public requesting that any of these items be considered in public.

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

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraphs 1, 2, 3 and 4 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

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| 18. | Business Case: Joint Customer Services - Exempt Appendix
(Pages 363 - 382) | 8.15pm |
| 19. | Business Case: Joint Public Protection Service - Exempt Appendix
(Pages 383 - 406) | 8.20pm |
| 20. | Bicester Depot (Pages 407 - 420)

Exempt Report of Head of Environmental Services | 8.25pm |
| 21. | Award of Contract - Refuse Collection Vehicles (Pages 421 - 424)

Exempt Report of Head of Finance and Procurement and Head of Environmental Services | 8.35pm |
| 22. | South West Bicester Sports Village (Pages 425 - 474)

Exempt Report of Director of Operational Delivery | 8.40pm |
| 23. | Award of Delivery of Capital Works Programme (Pages 475 - 480)

Exempt Report of Head of Finance and Procurement | 8.50pm |

(Meeting scheduled to close at 9.00pm)

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to natasha.clark@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.

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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

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