

**Committee:** Executive  
**Date:** Monday 4 September 2017  
**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 Colin Clarke</b>	<b>Councillor John Donaldson</b>
<b>Councillor Tony Ilott</b>	<b>Councillor Mike Kerford-Byrnes</b>
<b>Councillor Kieron Mallon</b>	<b>Councillor Richard Mould</b>
<b>Councillor D M Pickford</b>	<b>Councillor Lynn Pratt</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 - 6)**

To confirm as a correct record the Minutes of the meeting held on 3 July 2017.

## **6. Chairman's Announcements**

To receive communications from the Chairman.

## **7. Joint Animal Licensing Policy (Pages 7 - 202)**

Report of Public Protection Manager

### **Purpose of report**

To seek approval for the adoption of a joint Animal Licensing Policy and Animal Licensing Conditions for consultation. The policy will be applied by authorised officers when determining applications for all animal related licences.

### **Recommendations**

The Executive is recommended:

- 1.1 Subject to consultation, to adopt the proposed policy and conditions attached at Appendix A setting out the Council's approach to determining all animal licensing applications and subsequently ensuring compliance with the relevant conditions.
- 1.2 To authorise the Director of Operational Delivery to set all animal licensing fees and to make any changes to the attached policy and conditions should they be required through either changes in legislation or changes in circumstances.
- 1.3 To delegate authority to the Director of Operational Delivery to approve the final policy in consultation with the Lead Member for Public Protection and Community Services following the consideration of any consultation responses.

## **8. Joint Scrap Metal Licensing Policy (Pages 203 - 226)**

Report of Public Protection Manager

### **Purpose of report**

To seek approval for the adoption of a joint Scrap Metal Licensing Policy. The policy which will be subject to consultation, will be applied by authorised officers when determining applications for all scrap related licences and subsequently enforcing the provisions of the Scrap Metal Dealers Act 2013.

### **Recommendations**

The Executive is recommended:

- 1.1 To note that functions and powers pursuant to the Scrap Metal Dealers Act 2013 are an executive function and hereby delegate such functions and powers to the Director of Operational Delivery, including the setting of licence application fees.

- 1.2 Subject to consultation, to adopt the proposed policy attached at Appendix A setting out the Council's approach to determining all applications and subsequently ensuring compliance with the provisions of the Act.
- 1.3 To delegate authority to the Director of Operational Delivery to approve the final policy in consultation with the Lead Member for Public Protection and Community Services following the consideration of any consultation responses.

**9. Council Tax Reduction Scheme 2018-2019 (Pages 227 - 232)**

Report of Chief Finance Officer

**Purpose of report**

To provide members with an update on the current Council Tax Reduction Scheme (CTRS) and the changes to discounts, including the impact on collection rates, and to provide members with options to consider for a Council Tax Reduction Scheme for 2018-2019 and to seek approval to consult on the approved option.

**Recommendations**

The Executive is recommended:

- 1.1 To note the contents of the report and any financial implications for the Council.
- 1.2 To approve the recommendation made by Budget Planning Committee to consult on Option 1 – no change to the current Council Tax Reduction Scheme or Council Tax discounts for 2018-2019 and to change only the detail of the scheme to update the Pensioner Regulations as prescribed by DCLG and to uprate the Working Age Regulations amounts in line with Housing Benefit.

**10. Spring Budget 2017 - Business Rates Relief Schemes (Pages 233 - 246)**

Report of Chief Finance Officer

**Purpose of report**

To provide members of Executive with an update on the Spring Budget 2017 changes to Business Rates and to seek approval of the local Discretionary Business Rate Relief Scheme and Pubs Relief Scheme.

**Recommendations**

The Executive is recommended:

- 1.1 To note the contents of the report and any financial implications for the Council.

1.2 To approve the adoption of the local Discretionary Business Rate Relief Scheme for 2017-2018.

1.3 To approve the adoption of the Pubs Relief Scheme for 2017-2018.

**11. Oxfordshire Clinical Commissioning Group (OCCG) Phase 1 Consultation and Decisions Regarding the Horton General Hospital (Pages 247 - 278)**

Report of Director of Operational Delivery

**Purpose of report**

To consider the most recent developments and decisions in relation to the Horton General Hospital (HGH) and the Council's response to proposals for service change by the Oxfordshire Clinical Commissioning Group (OCCG).

**Recommendations**

The Executive is recommended:

1.1 To note the decisions taken by Oxfordshire Joint Health and Overview Scrutiny Committee and the Oxfordshire Clinical Commissioning Group.

1.2 To endorse the action to submit a Notice of Renewal for a judicial review of the flawed consultation process.

1.3 To support to the fullest extent the referral process to the Secretary of State for Health of the OCCG decision to make permanent the freestanding midwife led unit at the Horton General Hospital.

**12. On Street Parking Enforcement (Pages 279 - 282)**

Report of Director of Operational Delivery

**Purpose of report**

To consider additional on-street parking enforcement delivered by Thames Valley Police and its funding.

**Recommendations**

The Executive is recommended:

1.1 To fund Thames Valley Police the equivalent of a full time Police Community Support Officer to undertake on-street parking enforcement across the Cherwell District;

1.2 To agree funding of up to £30,000 per annum for this purpose for a minimum of two years.

**13. Bicester Healthy New Town Status** (Pages 283 - 298)

Report of Director of Operational Delivery

**Purpose of report**

To inform the Council of progress in implementing the Bicester Healthy New Town Programme using the NHS grant received.

**Recommendations**

The Executive is recommended:

- 1.1 To note progress in implementation of Bicester's Healthy New Town Programme.
- 1.2 To endorse the receipt of the NHS grant to 2019.

**14. The Brighter Futures in Banbury Programme Annual Review 2016-2017**  
(Pages 299 - 354)

Report of Director of Operational Delivery

**Purpose of report**

To consider an annual review of the Brighter Futures in Banbury programme and endorse the direction of travel

**Recommendations**

The Executive is recommended:

- 1.1 To receive and approve the annual report following the recommendation of the Local Strategic Partnership.
- 1.2 To note the work carried out to date to scope the action plan until March 2019 and the finalisation of the detail of this plan during the autumn of 2017 through the Lead Member for Public Protection and Community Services.

**15. Quarter 1 2017/2018 Performance Update** (Pages 355 - 402)

Report of Strategic Director – Strategy and Commissioning

**Purpose of report**

To provide an update on the Cherwell Business Plan progress to the end of Quarter One 2017/18.

**Recommendations**

The Executive is recommended to:

- 1.1 Note the exceptions highlighted and proposed actions.

- 1.2 Review any performance related matters which the Overview and Scrutiny Committee has referred to Executive verbally, following consideration of the report at its meeting on 29 August 2017.

**16. Quarter 1 2017/2018 Revenue and Capital Budget Monitoring** (Pages 403 - 422)

Report of Chief Finance Officer

**Purpose of report**

This report summarises the Council's Revenue, Capital and Reserves position as at the end of Quarter One of the financial year 2017-18 and projections for the full year.

**Recommendations**

The Executive is recommended:

- 1.1 To note the projected revenue and capital position at June 2017.
- 1.2 To note the current position on reserves at June 2017.

**17. Amendment to Membership of Shareholder Committee**

At the 18 July 2016 Special meeting of Executive, Members resolved to establish a Shareholder Committee as a three member sub-committee of Executive as the means by which the council shall:

- be the body for approving council nominated non-executive directors, and approving best practice policies in relation to such appointments, considering any reserved shareholder matters within the company articles;
- be responsible for agreeing and approving the framework within which the council interfaces with Council owned/influenced companies;
- exercise strategic functions flowing from the councils ownership of shares.

At the meeting, the Leader (Councillor Wood), Lead Member for Financial Management (Councillor Attack) and Lead Member for Housing (Councillor Donaldson) were appointed to the Shareholder Committee.

Councillor Attack has since resigned from the Executive and the meeting is therefore requested to make a replacement appointment.

**Recommendation**

The Executive is recommended:

- (1) to appoint a Member to the Shareholder Committee.

## 18. Exclusion of the Press and Public

The following reports contain exempt information as defined in the following paragraph 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).

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 grounds that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraph 3 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.”

## 19. Franklins House, Bicester (Pages 423 - 428)

Exempt Report of Chief Finance Officer

## 20. Business Waste (Pages 429 - 444)

Exempt Report of Head of Environmental Services

## 21. Landscape Maintenance (Pages 445 - 450)

Exempt Report of Head of Environmental Services

## 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

**Yvonne Rees**  
**Chief Executive**

Published on Thursday 24 August 2017