

Cherwell District Council

Executive

Minutes of a meeting of the Executive held in at Bodicote House, Bodicote, Banbury, OX15 4AA, on 9 February 2009 at 6.30 pm

Present: Councillor Barry Wood (Chairman)

Councillor G A Reynolds
Councillor Norman Bolster
Councillor Michael Gibbard
Councillor James Macnamara
Councillor Kieron Mallon
Councillor Nigel Morris
Councillor D M Pickford
Councillor Nicholas Turner

Officers: Mary Harpley, Chief Executive and Head of Paid Service
Ian Davies, Strategic Director - Environment and Community
Julie Evans, Strategic Director - Customer Service & Resources
John Hoad, Strategic Director - Planning, Housing and Economy
Mike Carroll, Head of Improvement
Phil O'Dell, Interim Head of Finance and Section 151 Officer
Steve Newman, Head of Exchequer
Karen Curtin, Chief Accountant
Richard Hurst, Senior Legal Assistant
Claire Taylor, Community Planning Manager
Kevin Larner, Rural Development and Countryside Officer
Linda Rand, Design & Conversation Team Leader
Tony Ecclestone, Communications Officer
Alexa Coates, Senior Democratic and Scrutiny Officer
Natasha Clark, Trainee Democratic and Scrutiny Officer

RECOMMENDATIONS TO COUNCIL

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Cherwell Rural Strategy

The Head of Urban and Rural Services submitted a report to consider the final draft Rural Strategy and Delivery Plan, to consider appointing a Rural Champion and to commend the final draft Cherwell Rural Strategy 2009-2017 and the Delivery Plan to the Cherwell Community Planning Partnership.

Resolved

- (1) To recommend to Council the approval of the final draft Cherwell Rural Strategy 2009-2014 and the Delivery Plan as amended by the Portfolio Holder for Urban and Rural Services.
- (2) To approve the appointment of the Executive Member for Urban and Rural Services to lead the delivery of the Strategy as Cherwell District Council's "Rural Champion".

- (3) To commend the final draft Cherwell Rural Strategy 2009-2014 and the Delivery Plan to the Cherwell Community Planning Partnership as amended by the Portfolio Holder for Urban and Rural Services.

Reason – The Rural Strategy 2009-2014 and the Delivery Plan, which sets out detailed actions, will be part of the strategic framework that helps deliver the rural themes in Cherwell's Community Plan.

161

Consultation and Engagement Strategy and the Duty to Involve

The Chief Executive and Community and Corporate Planning Manager submitted a report to present a final version of a consultation and engagement strategy and action plan for Cherwell District Council and to outline the steps the council needed to take to meet the requirements of new legislation in this area.

Resolved

- (1) To undertake consultation on the draft strategy and make any amendments in consultation with the Portfolio Holder for Policy and Community Planning.
- (2) Following consultation, to recommend Council the adoption of the consultation and engagement strategy and action plan as council policy and the preferred approach to improving consultation and community engagement, to delivering our commitment to be an Accessible, Value for Money Council and to meeting the statutory requirements of the Duty to Involve in the Local Government and Public Involvement in Health Act 2007.
- (3) To request an annual progress review of the strategy and action plan to be received by the Executive.

Reasons – The business benefits of adopting the consultation and engagement strategy as proposed in this paper, and the supporting appendices go beyond meeting statutory requirements. They reflect and develop the Council's current commitment and approach and include:

- A clear statement of our commitment to consultation and engagement and an overview of the standards the public can expect when we undertake consultation.
- Support for Members in terms of better information about community needs and also improved opportunities to be involved in consultation.
- Closer alignment between service and financial planning and community needs as expressed through robust consultation and engagement opportunities. This will include the provision of an evidence base for service developments and growth bids.
- A clear set of standards and requirements for managers in terms of service consultation and support to help them fulfil this. Support will include consulting with harder to reach groups.
- Improved coordination of consultation across the Council and in conjunction with partners. This will ensure consultation results are timely, improved sharing of information and the reduction of consultation fatigue.

- Improved access to consultation for members of the local community. Consultations will be better planned and publicised. This will include better online access.
- Better value for money by working with others to procure consultation and share results.
- By adopting clear principles and standards the quality of our consultations will improve.
- A programme of corporate consultation that can be used to underpin the Council's strategic framework including setting the budget and the corporate plan and understanding customer satisfaction trends

162

Draft Budget 2009/10

The Strategic Director Customer Service and Resources and Chief Accountant submitted a report that advised the Executive regarding the final draft budget for 2009-2010 which had been updated to reflect changes since the first draft, which was reported to the December 1 2008 Executive meeting and the second draft, which was reported to the January 12 2009 Executive meeting. The final version was due to be presented to the full Council on 23 February 2009.

Resolved

- (1) To approve the changes to the draft budget since January 12 2009 and consider the draft revenue budget (detailed in Appendix 1) in the context of the Council's service objectives and strategic priorities;
- (2) To agree the approach to the overall capital programme and 09/10 expenditure profile (detailed in Appendix 2);
- (3) To note the latest MTFS financial forecast (detailed in Appendix 3);
- (4) To request officers to produce the formal 09/10 budget booklet on the basis of Appendices 1-3;
- (5) To recommend, subject to any further changes Members may wish to include tonight, the updated draft budget for adoption by the Council on 23 February 2009 (as a key decision);
- (6) To recommend that the draft service plans be endorsed.

Reasons – The budget forms the financial expression of the Council's service delivery plans for 2009/10 and the allocation of resources against agreed service priorities is necessary in order to achieve its strategic priorities. There is also a statutory requirement that the Council sets a balanced budget by 11 March 2009, and the draft budget is part of that process.

RESOLUTIONS

163 **Declarations of Interest**

8. Cherwell Rural Strategy.

Councillor Nicholas Turner, Personal, As the Chairman of an NFU branch who had been consulted on the document.

164 **Petitions and Requests to Address the Meeting**

The Chairman informed the meeting that Councillor Sibley hoped to attend the meeting and had requested to speak on agenda item 16: Bicester Hospital.

165 **Urgent Business**

There was no urgent business.

166 **Minutes**

The minutes of the meetings held on 1 December and 12 January were agreed as a true and accurate record and signed accordingly.

167 **Forward Plan**

The Chief Executive submitted the Leader's Forward Plan of the key decisions which will be taken by the Executive over the next four months.

Resolved, that the Forward Plan for the next four months be noted.

Reasons – to create a Forward Plan for the Council as required by the Local Government Act 2000.

168 **Shenington and Alkerton Conservation Area Appraisal**

The Head of Planning and Affordable Housing Policy submitted a report that advised the Executive of the outcome of the public consultation on the draft conservation area appraisal and to recommend that a conservation area be designated at Shenington with Alkerton.

The Chairman expressed his gratitude to all residents who had addressed correspondence to him personally and noted that lessons could be learned from this case, including dispelling myths about conservation designation.

Councillor Reynolds and Councillor Turner requested that their abstentions be noted.

Resolved

(1) To note the outcome of the public consultation of the draft appraisal and proposed conservation area boundary.

(2) To approve the changes it is recommended be made to proposed boundary in response to comments received.

- (3) To designate, under Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990, a conservation area as proposed in the revised appraisal and as at Fig 1 appended to the report with immediate effect.

Reasons – To approve Shenington with Alkerton Conservation Area appraisal and to designate a conservation area to cover both villages including historical landscape backdrop, as indicated in Fig.1.

169 **Oxfordshire 2030 - A Sustainable Community Strategy for Oxfordshire**

At the request of the Chairman this item was deferred to April to allow for further consultation.

Resolved, that the Oxfordshire 2030 – A Sustainable Community Strategy for Oxfordshire be deferred to allow for further consideration.

170 **Performance Management Framework Quarter 3 Report**

At the request of the Chairman this item was deferred to March.

Resolved, that this item be deferred until March to allow for further consideration.

171 **Authorisation of Staff - Safer Communities and Community Development**

The Head of Safer Communities and Community Development submitted a report requesting the Executive to update the authorisation of a newly qualified member of staff.

Resolved

- (1) That Authorisation be given to Rachel Anne Mason for the purposes of the following legislation:-

Building Act 1984
Caravan Sites Act 1968
Clean Air Act 1956, 1968 and 1993
Clean Neighbourhoods and Environment Act 2005
Control of Pollution Act 1974
Dogs (Fouling of Land) Act 1996
Environmental Protection Act 1990
Factories Act 1961
Litter Act 1983
Offices, Shops and Railway Premises Act 1963
Prevention of Damage by Pests Act 1949
Public Health (Control of Disease) Act 1984
Refuse Disposal (Amenity) Act 1978
Sunday Trading Act 1994
Water Acts 1973 and 1989
Water Industry Act 1991

- (2) That the Council be invited to authorise Rachel Anne Mason

Animal Boarding Establishments Act 1963
Breeding of Dogs Act 1973

Breeding and Sale of Dogs (Welfare) Act 1999
Caravan Sites and Control of Development Act 1960
Dangerous Wild Animals Act 1976
Food Hygiene (England) Regulations 2006
Food Safety Act 1990
Health Act 2007
Health and Safety at Work, etc Act 1974
Local Government (Miscellaneous Provisions) Acts 1976 and 1982
Noise and Statutory Nuisance Act 1993
Official Feed and Food Controls (England) Regulations 2007
Pet Animals Act 1951
Public Health Acts 1936 and 1961
Riding Establishments Acts 1964 and 1970
Scrap Metal Dealers Act 1964
Zoo Licensing Act 1981

Reasons – This will ensure that the Council undertakes its regulatory duties in compliance with the law.

172 **Exclusion of the Press and Public**

Resolved, that, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following item(s) of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraph(s) 3 of Schedule 12A of that Act.

173 **Healthcare Provision in Bicester**

The Strategic Director Environment and Community submitted an exempt report to consider the Council's response to the Oxfordshire Primary Care Trust's (PCT) request for expressions of interest to deliver proposals for replacement Bicester Hospital facilities and services.

Resolved

(1) That the resolutions as set out in the exempt minutes be agreed.

Reasons – The provision of new healthcare facilities to meet the current and future needs of Bicester and surrounding areas is a critical part of the town's infrastructure. In submitting its proposal, the Council is ensuring that the PCT has a range of delivery options to consider providing the best possible service.

174 **Internal Audit Procurement**

The Strategic Director Customer Services and Resources submitted a report to consider the granting of delegated power to award to the Strategic Director Customer Services and Resources, in consultation with the Portfolio Holder for Resources and the Chairman of the Accounts, Audit and Risk Committee, for a contract for the Supply of Internal Audit Services.

Resolved

(1) That the progress made to date in the appointment of an external provider for the Supply of Internal Audit Services be noted.

- (2) That the granting of delegated powers be awarded to the Strategic Director of Customer Services and Resources, in consultation with the Portfolio Holder for Resources and the Chairman of Accounts, Audit and Risk Committee for a contract for the Supply of Internal Audit Services, commencing on 1 April 2009 for a period of 3 years with the option, purely at the discretion of the Council, to extend the contract by up to 2 years.

Reasons - The exempt report demonstrates that the procurement of Internal Audit Services is being undertaken via a competitive, compliant and robust process with the demonstration of effective partnership working with a neighbouring local authority. The Strategic Director Customer Services and Resources has provided strategic direction throughout the process and will consult with the Portfolio Holder for Resources and the Chairman of the Accounts, Audit and Risk Committee prior to deciding upon an award.

The meeting ended at 7.45pm

Chairman:

Date: