

Date: 22 February 2007

TO: All Members of the Executive
FOR ATTENDANCE

TO: All Other Members of the Council
FOR INFORMATION

Dear Sir/Madam

Your attendance is requested at a meeting of the **EXECUTIVE** to be held in the **GUILDHALL, ABINGDON** on **Friday, 2nd March, 2007** at **10.00 am.**

Yours faithfully

Terry Stock
Chief Executive

Members are reminded of the provisions contained in Part 2 of the Local Code of Conduct, and Standing Order 34 regarding the declaration of Personal and Prejudicial Interests.

A G E N D A

Open to the Public including the Press

A large print version of this agenda is available. Any background papers referred to may be inspected by prior arrangement. Contact Steve Culliford, Democratic Services Officer on telephone number (01235) 540307.

Map and Vision

(Page 8)

A map showing the location of the venue for this meeting, together with a copy the Council Vision is attached.

STANDING ITEMS

1. Apologies for Absence

To receive apologies for absence.

2. Minutes

To adopt and sign as a correct record the public minutes of the meeting of the Executive held on 5 January 2007, (previously circulated).

3. Declarations of Interest

To receive any declarations of Personal or Personal and Prejudicial Interests in respect of items on the agenda for this meeting.

In accordance with Part 2 of the Local Code of Conduct and the provisions of Standing Order 34, any Member with a personal interest must disclose the existence and nature of that interest to the meeting prior to the matter being debated. Where that personal interest is also a prejudicial interest, then the Member must withdraw from the room in which the meeting is being held and not seek improperly to influence any decision about the matter unless he/she has obtained a dispensation from the Standards Committee.

4. Urgent Business and Chair's Announcements

To receive notification of any matters which the Chair determines should be considered as urgent business and the special circumstances which have made the matters urgent, and to receive any announcements from the Chair.

5. Statements and Petitions from the Public Under Standing Order 32

Any statements and/or petitions from the public under Standing Order 32 will be made or presented at the meeting.

6. Questions from the Public Under Standing Order 32

Any questions from members of the public under Standing Order 32 will be asked at the meeting.

7. Referral under the Overview and Scrutiny Procedure Rules or the Budget and Policy Framework Procedure Rules

8. Referrals from the Overview and Scrutiny Committees and Other Committees

Scrutiny Committee - 15 February 2007

At its meeting on 15 February 2007, the Committee received a presentation from the Strategic Director and Monitoring Officer regarding the Paypoint service, a service operated nationwide by the Co-Operative Bank to assist the public in making payments for Council Tax, parking fines and other services such as utility bills and television licences. Paypoint was being considered by officers as part of the Council's Customer Contact Strategy.

It was noted that a report on the strategy would be submitted to the Executive in due course. However, the Committee resolved:

"that the Executive be advised that the Scrutiny Committee supports the principle of using the Paypoint scheme to receive payments for Council services as part of the Customer Contact Strategy and asks that the Co-op be recommended to encourage any rural Post Offices that had not joined the scheme to do so."

9. **Items Deferred from the Previous Meeting**

None

10. **Financial Monitoring**

(Pages 9 - 12)

Members are requested to consider any significant budget variances and any requests for virement or permanent budget adjustment.

KEY DECISIONS

11. **Forward Plan**

(Pages 13 - 16)

To receive the Forward Plan containing Executive decisions to be taken from March to June 2007.

Recommendation

that the Forward Plan be received.

OTHER MATTERS

12. **Corporate Governance - Third Quarter 2006/07**

(Pages 17 - 53)

To receive and consider report 158/06 of the Directors' Group.

Introduction and Report Summary

To receive the Corporate Governance Report for the third quarter of 2006/07.

The Directors' "Corporate Governance Report" for the quarter looks at the key areas of:-

Corporate Priorities

Best Value Performance Indicators

Local Performance Indicators linked to priorities for improvement

Financial Information

Key staffing data

The detailed individual reports are included at the end of this summary report.

The Contact Officer for this report is Tim Sadler, Strategic Director (01235) 540360.

Recommendation

That the Directors' Group Corporate Governance Report for the third quarter 2006/07 be noted.

13. **Best Value Performance Indicators – Performance against Top and Bottom Quartile 2005-06**

(Pages 54 - 58)

To receive and consider report 159/06 of the Strategic Director and Monitoring Officer.

Introduction and Report Summary

This report compares the Council's performance for 2005/6 against that of the national top and bottom quartile data for 2005-06 which was published by the Audit Commission in late December 2006.

The Contact Officer for this report is Robert Woodside, Principal Performance Management Officer (01235 520202 ext 499).

Recommendations

That Members note the Council's performance against the national top and bottom quartile results for 2005-06 and that active management of Best Value Performance Indicators is undertaken through the Corporate Governance Reporting process.

14. Treasury Management and Investment Strategy 2007/08

(Pages 59 - 64)

To receive and consider report 160/06 of the Strategic Director and Chief Finance Officer.

Introduction and Report Summary

The Treasury Management Policy, agreed by Council December 2001 requires the approval of an annual Treasury Management Strategy for the next financial year. This is in line with the CIPFA Code of Practice on Treasury Management.

In March 2004 the Office of the Deputy Prime Minister, now the Department for Communities and Local Government (DCLG) issued guidance under Section 15 of the Local Government Act 2003 on Local Government cash investments which requires approval of an Annual Investment Strategy. The guidance does acknowledge that it might be convenient to produce a single document that meets the requirements of the CIPFA code and the Secretary of State's guidance.

This report puts forward an Annual Strategy for this authority for 2007/08 which, as last year, complies with the CIPFA code and the DCLG guidance. This is unchanged from the existing strategy for 2006/07. This strategy restricts itself to non-property investments. For property investment, Members should refer to the Investment Policy last agreed by the Council on 24 March 2004

The Contact Officer for this report is Steve Lawrence, Head of Asset Management 01235 540321.

Recommendation

Members are asked to approve:

the Annual Treasury Management & Investment Strategy for 2007/08 (set out at Appendix A), and the limits and guidelines specified in it.

15. Local Development Framework: Core Strategy Sustainability Appraisal Scoping Report

(Pages 65 - 124)

To receive and consider report 161/06 of the Strategic Director and Monitoring Officer.

Introduction and Report Summary

Under Section 39(2) of the Planning and Compulsory Purchase Act 2004, Sustainability

Appraisal is mandatory for new Development Plan Documents (DPDs). This puts into effect the requirements of European Directive 2001/42/EC on the Strategic Environmental Assessment of Plans and Programmes on the Environment which came into effect by regulations produced in 2004. The now Department for Communities and Local Government produced guidance in November 2005 on the Sustainability Appraisal (SA) of Local Development Documents.

The first stage in the SA process (Stage A) is the production of a Scoping Report. This serves as the foundation for the SA of the Vale's Core Strategy. Essentially it provides the information relating to the area and other background information together with a suggested assessment framework.

Consultation on the document has to be undertaken with the now three designated environmental bodies (English Heritage, the Environment Agency and Natural England) and any other bodies or persons that the Council considers necessary. Following any amendments arising out of the consultation the background information and the framework will be used to assess the sustainability of the Core Strategy. A final SA Report has to be produced to accompany the Core Strategy DPD when submitted to the Secretary of State.

A draft Scoping Report was considered by the Structure And Local Plan Advisory Group 3rd January 2007. The report has been modified in response to comments made at that meeting and subsequently in response to comments by other Members.

The Contact Officer for this report is Peter Williams, Principal Planning Officer, (01235 520202)

Recommendations

that the Executive approves the Draft Core Strategy Sustainability Appraisal Scoping Report as contained in the appendix to this report, and

that the public and relevant organisations are consulted in accordance with the provisions of the Council's Statement of Community Involvement.

16. Local Development Framework: Oxfordshire Minerals and Waste Core Strategy

(Pages 125 - 129)

To receive and consider report 162/06 of the Strategic Director and Monitoring Officer.

Introduction and Report Summary

Under the Planning and Compulsory Purchase Act 2004, local plans are being replaced by a Local Development Framework. Responsibility for minerals and waste planning rests with the County Council. Under the new system the County Council has to produce Core Strategy and Site Allocations minerals and waste documents. The first stage in the production of the Minerals and Waste Framework was last year when there was consultation on issues and options for the Core Strategy document. The next stage is preferred options where the policies and proposals are defined for the first time. Following consultation and revisions a final document will then be submitted to the Secretary of State when formal objections can be made.

As the Minerals and Waste Development Framework will form part of the Development Plan for the Vale it must be considered by Council. However responsibility for making comments at this stage rests with the Executive. The closing date for responses is 23rd March 2007. The document has been passed to the political assistants as well as to the Deputy Director (Contracts & Procurement) but at the time of writing no comments have been received. This report considers the preferred options most likely to affect the Vale as prepared by the County Council and recommends comments to form the basis of the Council's response.

The Contact Officer for this report is Peter Williams, Principal Planning Officer, (01235 520202)

Recommendations

that the Executive approves the comments on the Minerals and Waste Framework Core Strategy Preferred Options document as contained in this report.

17. Waste Action Plan

(Pages 130 - 134)

To receive and consider report 163/06 of the Strategic Director and Chief Finance Officer.

Introduction and Report Summary

The Vale Executive endorsed the Oxfordshire Joint Waste Strategy (JWS) on 1 September 2006. To support the implementation of this strategy member authorities are required to prepare a District Waste Action Plan (DWAP) detailing changes and developments in relation to local service provision each year and demonstrating adherence to JWS policies and targets.

The Vale's draft DWAP is attached as Appendix A.

The contact officer for this report is Mike Mackay, Deputy Director (Contracts & Procurement), telephone 01235 520202 ext 337.

Recommendation

That the Committee approves the District Waste Action Plan 2007/8.

18. Direct Services Organisation Business Plan

(Pages 135 - 149)

At its Meeting on 7 July 2006, the Executive considered the report from the Deputy Director, Commercial Services, regarding the Direct Service Organisation's (DSO) performance and financial review and its viability as a Council service. The Executive resolved (minute Ex.55 refers):

- (a) that the high performance of the DSO during the past 12 months and its continuing improvement be recognised; and
- (b) that the continuation of the DSO be endorsed, subject to its ongoing financial viability and achievement of its Business Plan.

In accordance with that resolution, the Deputy Director (Commercial Services) now confirms the ongoing financial viability of the DSO and has attached DSO Business Plan 2007-10 for approval by the Executive.

Recommendation

That the Executive approves the DSO Business Plan 2007-10, which requires the DSO to breakeven in 2008/09.

19. Direct Services Organisation - Business Continuity Plan

The Civil Contingencies Act 2004 requires the Council to manage the risks to the smooth running of its organisation and the delivery of services and to ensure the continuity of critical functions in the event of a disruption, and effective recovery afterwards.

This Council wishes to work towards a common and shared approach in Oxfordshire and there is evidence of a successfully completed joint project with other neighbouring Councils. South Oxfordshire and Oxford City have recently completed their respective bespoke Business

Continuity Plans by jointly commissioning a consultancy from Northampton, called Garrison Continuity which specialises in Business Continuity Plan offers and independent advice and assistance in the implementation of business continuity programmes. The overall cost is estimated to be £14,000 and will be met from existing budgets.

Recommendation

In accordance with Contract Standing Order 2C(4) to waive the requirement to obtain three quotations [12C(3)].

20. Exclusion of the Public, including the Press

The Chair to move that in accordance with Section 100A(4) of the Local Government Act 1972, the public, including the press, be excluded from the remainder of the meeting to prevent the disclosure to them of exempt information, as defined in Section 100(l) and Part 1 of Schedule 12A, as amended, to the Act when the following items are considered:

- Item 21 Minutes
(Category 1 - Information relating to any individual.)
(Category 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information.)

- Item 22 Property Matters
(Category 3)

EXEMPT INFORMATION UNDER SECTION 100A(4) OF THE LOCAL GOVERNMENT ACT 1972

STANDING ITEMS

21. Minutes

To adopt and sign as a correct record the Exempt minutes of the meeting of the Executive held on 5 January 2007, (previously circulated).

OTHER MATTERS

22. Property Matters

(Page 150)

To consider any property matters.