

Date: 24 July 2008

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, 1ST AUGUST, 2008** at **2.30 pm**.

Yours faithfully

Terry Stock
Chief Executive

Members are reminded of the provisions contained in the Code of Conduct adopted on 30 September 2007 and Standing Order 34 regarding the declaration of Personal and Prejudicial Interests.

A G E N D A

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; e-mail: steve.culliford@whitehorsedc.gov.uk.

Please note that this meeting will be held in a wheelchair accessible venue. If you would like to attend and have any special access requirements, please let the Democratic Officer know beforehand and he will do his very best to meet your requirements.

Open to the Public including the Press

Map and Vision

(Pages 10 - 11)

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 6 June 2008, (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.

Any Member with a personal interest or a personal and prejudicial interest in accordance with the provisions of the Code of Conduct, in any matter to be considered at a meeting, must declare the existence and nature of that interest as soon as the interest becomes apparent in accordance with the provisions of the Code.

When a Member declares a personal and prejudicial interest he shall also state if he has a dispensation from the Standards Committee entitling him/her to speak, or speak and vote on the matter concerned.

Where any Member has declared a personal and prejudicial interest he shall withdraw from the room while the matter is under consideration unless

- (a) his/her disability to speak, or speak and vote on the matter has been removed by a dispensation granted by the Standards Committee, or
- (b) members of the public are allowed to make representations, give evidence or answer questions about the matter by statutory right or otherwise. If that is the case, the Member can also attend the meeting for that purpose. However, the Member must immediately leave the room once he/she has finished; or when the meeting decides he/she has finished whichever is the earlier and in any event the Member must leave the room for the duration of the debate on the item in which he/she has a personal and prejudicial interest.

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. Referrals from the Overview and Scrutiny Committees and Other Committees

(a) Scrutiny Committee – 12 June 2008

At its meeting the Scrutiny Committee considered report number 12/08, Corporate Governance Report which had been presented to the Executive on 6 June 2008. The Scrutiny Committee made the following recommendation to the Executive, (minute SC.9 refers):

Recommendation

that BVPI 8 [invoices paid on time] be retained as a Local Performance Indicator for financial services.

(b) Council - 16 July 2008

At the meeting of the Council the following motion was referred to the Executive for consideration and determination:

“This Council recognises the work of local residents and councillors to find solutions to issues surrounding a footpath running through The Westfield and Willows Park and agrees to refer this matter to the Vale's Executive to consider what action this Council can take to address the concerns raised.”

Councillors James McGee and Bill Melotti have been invited to the meeting as proposer and seconder of the motion respectively.

8. Financial Monitoring

(Page 12)

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

KEY DECISIONS

9. Forward Plan

(Pages 13 - 15)

To receive the Forward Plan containing Executive decisions to be taken from August to November 2008.

Recommendation

that the Forward Plan be received.

OTHER MATTERS

10. Corporate Governance - First Quarter 2008/09

(Pages 16 - 24)

To receive and consider report 50/08 of the Senior Management Team.

Introduction and Report Summary

The Corporate Governance Report looks at the key areas of:

- Corporate Priorities
- National Indicators
- Progress against Service Prioritisation Plans
- Key staffing data (sickness levels and turnover)
- Progress with Business Process Improvement Reviews
- A Financial commentary

At its meeting on 21st July 2008 the Senior Management Team (SMT) considered the first quarter 2008/09 Corporate Governance Report. This is an exception report which covers all of the aspects of corporate governance contained within this report. SMT agreed the exceptions (where performance / actions are not on target) to be reported to the Executive and agreed the comments / actions which have been included in this report. The full versions of the individual reports are available on the Council's website. They can be accessed through the 'about your Council / performance' area of the website.

The contact officer for this report is Robert Woodside, Principal Performance Management Officer, telephone (01235 520202 ext 499). Email address: robert.woodside@whitehorsedc.gov.uk

Recommendation

That the Senior Management Team's Corporate Governance exception report and proposals be noted.

11. Financial Outturn 2007/08

(Pages 25 - 37)

To receive and consider report 51/08 of the Joint Head of Finance, Ridgeway Shared Service Partnership.

Introduction and Report Summary

The report details, in accordance with the corporate planning framework the outturn position for 2007/08, subject to audit. The report is submitted to the Executive in accordance with its service delivery and budget management roles. The report will also be submitted to the Scrutiny Committee to assist it to review Council performance.

The Contact Officer for this report is Alice Brander, Chief Accountant, (01235 520202 Ext 429).

Recommendations

The Executive is requested to:

- (a) Note the overall outturn position of the Council as well as the outturn of individual services areas and cost centres: and*
- (b) Take into account the impact of the outturn position in the integrated service and financial planning process when setting the 2009/10 original budget.*

12. Treasury Management Review

(Pages 38 - 41)

To receive and consider **report /08** of the Joint Head of Finance, Ridgeway Shared Service Partnership.

Introduction and Report Summary

The Council's Treasury Management Policy requires a report to be made on Treasury Management performance in the previous financial year. It is also required by the CIPFA Treasury Management Code of Practice as embodying sound financial management.

The purpose of this report is to detail the Council's cash investment performance in the financial year 2007/08 and to raise any treasury management issues. Property investment return is included in the 2007-08 Annual Financial Out-turn monitoring report which is also on this agenda.

The Contact Officer for this report is Steve Lawrence, Principal Accountant (Technical), telephone 01235 540321. email address:

steve.lawrence@whitehorsedc.gov.uk

Recommendations

- (a) to note the return on cash invested during 2007/08 and the balances of the funds*

at 31 March 2008; and

(b) to note the prospects for the return on cash investments in 2008/09.

13. Flooding Prevention Schemes

To receive an update from the Portfolio Holder.

14. Didcot Growth Point Bid

(Wards Affected: Harwell)

At the meeting of the Strategic and Local Planning Advisory Group held on 18 June 2008, Members recalled that the Council had agreed to an additional 750 dwellings being allocated for development in the Vale near Didcot. This supported the Growth Point Bid for Didcot to be submitted jointly to the Government by South Oxfordshire District Council. Members had previously agreed to this because it had been intended that there would be a joint bid with this Council with any Government funding shared between the Councils on the basis of the number of houses in each District. However, the Government had discounted the possibility of joint bids and therefore South Oxfordshire had taken the bid forward on its own.

This Council's agreement to accept an additional 750 dwellings in the Vale is an offer that cannot be reversed. At the Advisory Group meeting, Members queried whether a proportion of the funding will be put towards infrastructure that will benefit Vale residents. The Advisory Group suggests that a Member-level approach to South Oxfordshire should be made to ensure this happens.

Recommendation

that the Executive be recommended to instigate Member-level discussions with South Oxfordshire District Council to ensure that part of the Didcot Growth Bid funding from Government will be spent on schemes to improve infrastructure of benefit to the Vale and that the outcome be fed back to the Strategic and Local Planning Advisory Group.

15. Brown Bins

The Council's 2008/09 capital programme includes £16,700 to purchase 1,000 additional brown bins (YC07). This has already been committed.

Since the withdrawal of the green sack scheme, the demand for brown bins has greatly exceeded predictions and at the current rate of take up, a further 3,000 will be needed during the course of the year.

Due to rising oil prices and the increased national demand for wheeled bins, prices have risen to approximately £20 per bin (including delivery). In order to meet the extra demand, officers request that the capital budget be increased by a further £60,000. As the operation of the scheme is fully funded by charges made, there will be no adverse implications to revenue budgets. The increase in this scheme's capital budget will be offset by underspends and slippage elsewhere in the capital programme, so the overall Council Budget is unaffected.

Recommendation

that the Executive increases the 2008/09 Brown Bin capital scheme budget by £60,000.

16. **Hackney Carriage Tariffs**

(Pages 42 - 50)

To receive and consider report 53/08 of the Deputy Director (Environmental Health).

Introduction and Report Summary

The Council last reviewed the tariff structure and charges for Hackney Carriages in April 2007. This report sets out the results of a consultation exercise with Hackney Carriage drivers within this District and asks Members to determine the tariff level which should be proposed for the next year.

Following this initial decision from Members, the proposed tariff must be published in a local newspaper so that any member of the public or trade can make representations to the Council. Any objections which are received must be considered and the tariff (with any necessary amendments) must be introduced within two months of the original publication date. This report therefore also asks Members to support the delegation of responsibility for finalising the tariff to the Member with Portfolio for Environmental Health. The contact officer for this report is Rob Akers, Team Leader (Food and Safety), tel. 01235 540382. E-mail: Rob.Akers@whitehorsedc.gov.uk

Recommendations

- (a) that that the proposal to increase the tariff for Hackney Carriages within the Council's District to the average amounts (rounded to the nearest 0.5 pence) arising from the recent consultation exercise, as given in the table below be approved:

	Charge for cleaning ('Soiling charge')	Tariff One (£)				Tariff Two (£)			
		Less than $\frac{7}{10}$ Mile	More than $\frac{7}{10}$ Mile	Subsequent $\frac{1}{10}$'s Mile	Waiting Time (per minute)	Less than $\frac{7}{10}$ Mile	More than $\frac{7}{10}$ Mile	Subsequent $\frac{1}{10}$'s Mile	Waiting Time (per minute)
Option 2	56.5	3.50	3.50	0.20	0.20	4.63	4.63	0.30	0.30

- (b) that this proposed tariff be published for consultation no later than 14th August 2008, and taking effect from 18 days after publication, provided that no objections have been received; and
- (c) that the Executive delegate authority to the Portfolio Holder with responsibility for Environmental Health to consider any objections which are received and approve a final tariff, with any necessary amendments.

17. Comments and Complaints

(Pages 51 - 60)

The Comments and Complaints Annual Review for 2007/08 is attached. 146 complaints were received at Stage 1 under the Council's Comments and Complaints procedure, including 13 complaints which went to Stage 2 of the procedure. 139 compliments were recorded for the year.

The majority of complaints related to either the policies Council employees have to follow; the procedures that cover the way services are provided; or were in respect of services provided by contractors on behalf of the authority.

As part of the complaints process, corrective and preventive actions will be discussed with relevant service areas to find ways of improving procedures where necessary. The recording of comments and complaints continues to be seen as a positive way of highlighting residents' concerns.

Recommendation

that the Comments and Complaints Annual Review for 2007/08 be received.

18. 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(I) and Part 1 of Schedule 12A, as amended, to the Act when the following items are considered:

- Item 19 Minutes
(Category 1 - Information relating to any individual.)
(Category 2 - Information which is likely to reveal the identity of any individual.)
(Category 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information.)

- Item 20 Vale Halls Catering Contract
(Category 3)

- Item 21 Property Matters
(Category 3)

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

STANDING ITEMS

19. **Minutes**

To adopt and sign as a correct record the Exempt minutes of the meeting of the Executive held on 6 June 2008, (previously circulated).

OTHER MATTERS

20. **Vale Halls Catering Contract**

(Pages 61 - 64)

To receive and consider report 54/08 of the Strategic Director.

21. **Property Matters**

To consider any property matters.