


**URGENT BUSINESS AND SUPPLEMENTARY INFORMATION**

<b>Council</b>
----------------

<b>19 May 2021</b>
--------------------

Agenda Item Number	Page	Title	Officer Responsible	Reason Not Included with Original Agenda
3.	(Pages 3 - 4)	Communications	N/A	N/A
12.	(Pages 5 - 20)	Annual Business Report	N/A	Information under review at time of agenda dispatch

*If you need any further information about the meeting please contact* Natasha Clark, Democratic and Elections [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk), 01295 221589

This page is intentionally left blank

## CHAIRMAN'S ATTENDANCE REPORT

22 February 2021 – 19 May 2021

- 15 March                    The Chairman and Vice Chairman attended a photo shoot where images were taken to be used with a press release announcing that Banbury would be the finish venue for Stage 1 of the Women's Cycle Tour on 4 October. Some members of Banbury Star Cycling Club were also in attendance.
- 8 April                      The Chairman was invited by The High Sheriff in Nomination for Oxfordshire, The Imam Monawar Hussain, MBE DL, to attend his Virtual Swearing-In Ceremony.
- 16 April                    The Chairman, at the invitation of the The Dean and Chapter of Christ Church and The Lord-Lieutenants of Berkshire, Buckinghamshire and Oxfordshire, attended a Service of Thanksgiving at Christ Church in Oxford on the eve of the funeral of His Royal Highness The Duke of Edinburgh. Services of Remembrance were also held at St. Mary's Church in Banbury and St. Edberg's Church in Bicester which were both attended by various CDC Members.

This page is intentionally left blank

### Proportionality Calculations

1.1 Under the Local Government (Committees and Political Groups) Regulations 1990 made pursuant to the Local Government and Housing Act 1989, allocations of committee seats are made to political groups and any member not in a political group is consequently not automatically entitled to seats on committees. There are no such members currently and the committee allocations take account of the Groups notified to the Chief Executive as set out below.

- Conservative Group, 31 Members, Leader: Cllr Barry Wood
- Labour Group, 10 Members, Leader: Cllr Sean Woodcock
- Progressive Oxfordshire Group, 6 members, Leader: Cllr Katherine Tyson
- Independent Group, 2 members, Leader: Cllr Les Sibley

1.2 The proportionality calculations require the following adjustments, which are indicated in italics in Table 1 below:

- Conservative Group to give one seat to the Progressive Oxfordshire Group. The Leader of the Conservative Group has advised that this seat will be on the Licensing Committee.
- Independent Group to release one seat to Progressive Oxfordshire Group. The Leader of the Independent Group has advised that this seat will be on the Licensing Committee

1.3 Table 1: Allocation of Seats to Proportional Committees

Committee	TOTAL	Conservative	Labour	Progressive Oxfordshire	Independent
Accounts, Audit & Risk Committee	8	5	2	1	0
Appeals Panel	10	7	2	1	0
Budget Planning Committee	12	8	2	1	1
Joint Appeals Committee	3	2	1	0	0
Joint Shared Services & Personnel Committee (JSSPC)	5	3	1	1	0
Licensing Committee	12	7 (-1)	2	3 (+2)	0 (-1)
Overview & Scrutiny	12	8	2	1	1
Personnel Committee	12	8	2	1	1
Planning Committee	18	12	3	2	1
Standards Committee	8	5	2	1	0
<b>Proportional Total by Committee</b>	<b>100</b>	<b>65 (-1)</b>	<b>19</b>	<b>12 (+2)</b>	<b>4 (-1)</b>
<b>Aggregate Entitlement</b>	<b>100</b>	<b>65</b>	<b>19</b>	<b>12</b>	<b>4</b>
<b>Adjustment Required</b>	<b>N/A</b>	<b>Minus 1</b>	<b>N/A</b>	<b>Plus 2</b>	<b>Minus 1</b>

## Appendix 2

1.5 The Constitution sets out that the Planning Committee has named substitutes. These appointments are not included in the main committee proportionality calculations above but the number of substitutes per Group should reflect the political makeup of the Committee. Groups should appoint the number of named substitutes as set out below:

- Conservative Group - 8
- Labour - 2
- Progressive Oxfordshire - 1
- Independent - 1

1.6 The terms of reference of the Joint Shared Services and Personnel Committee (JSSPC) set out that named substitutes should be appointed. Neither full JSSPC nor substitute JSPCC members should be members of the Joint Appeals Committee. The number of named substitutes reflects the number of full JSSPC committee members:

- Conservative – 3
- Labour – 1
- Progressive Oxfordshire - 1

1.7 The terms of reference of the Joint Appeals Committee set out that named substitutes should be appointed. Neither full Joint Appeals Committee members nor substitute Joint Appeals Committee members should be members of the Joint Shared Services and Personnel Committee. The number of named substitutes reflects the number of full Joint Appeals Committee members:

- Conservative – 2
- Labour – 1

1.8 Groups must have regard to the following when nominating Committee members:

**Overview and Scrutiny Committee** must not include any members of the Executive.

**Personnel Committee** must include at least one member of the Executive and may not include members of the Appeals Panel

**Appeals Panel** members may not serve as members of the Personnel Committee.

**Joint Shared Services & Personnel Committee** members may not serve as members or substitute members of the Joint Appeals Committee

**Joint Appeals Committee** members may not serve as members or substitute members of the Joint Shared Services & Personnel Committee

## Appendix 2

1.9 Table 2: Allocation of Seats of Non-Proportional Committees

<b>Not subject to Political Balance</b>	<b>TOTAL</b>	<b>Conservative</b>	<b>Labour</b>	<b>Progressive Oxfordshire</b>	<b>Independent</b>
Partnership Working Group (informal committee. Membership traditionally is the same as the JSSPC membership)	<b>5</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>0</b>

1.10 The terms of reference of the Partnership Working Group (PWG) set out that named substitutes should be appointed. The number of named substitutes reflects the number of full PWG members:

- Conservative – 3
- Labour – 1
- Progressive Oxfordshire - 1

This page is intentionally left blank



## Committee Appointments 2021/2022

### Proportional Committees

(NB. The number in brackets indicates the number of seats for the Group on the Committee. All Group nominations are listed alphabetically by councillor surname)

#### Accounts, Audit and Risk Committee

Membership (8 members with unnamed substitutes who can be any member of the relevant Group. All committee members and any substitute who attends a meeting must have received training prior to attending a meeting)

Conservative (5)	Labour (2)	Progressive Oxfordshire (1)	Independent (0)
Cllr Hugo Brown	Cllr Matt Hodgson	Cllr Conrad Copeland	
Cllr Tony Ilott	Cllr Sean Woodcock		
Cllr Mike Kerford-Byrnes			
Cllr Nick Mawer			
Cllr Tom Wallis			

#### Appeals Panel

Membership (10 members with no substitutes)

Conservative (7)	Labour (2)	Progressive Oxfordshire (1)	Independent
Cllr Patrick Clarke	Cllr Mark Cherry	Cllr Dorothy Walker	
Cllr Ian Corkin	Cllr Perran Moon		
Cllr John Donaldson			
Cllr Carmen Griffiths			
Cllr Tony Mepham			
Cllr Richard Mould			
Cllr Adam Nell			

**Budget Planning Committee**

**Membership (12 members with unnamed substitutes who can be any member of the relevant Group)**

<b>Conservative (8)</b>	<b>Labour (2)</b>	<b>Progressive Oxfordshire (1)</b>	<b>Independent (1)</b>
Cllr Phil Chapman	Cllr Shaida Hussain	Cllr Conrad Copeland	Cllr Fraser Webster
Cllr John Donaldson	Cllr Sean Woodcock		
Cllr Carmen Griffiths			
Cllr David Hughes			
Cllr Nick Mawer			
Cllr Andrew McHugh			
Cllr Douglas Webb			
Cllr Lucinda Wing			

**Joint Appeals Panel**

**Membership (3 seats, named substitutes - neither full nor substitute members may be members of the Joint Shared Services and Personnel Committee)**

<b>Conservative (2)</b>	<b>Labour (1)</b>	<b>Progressive Oxfordshire (0)</b>	<b>Independent (0)</b>
Cllr Colin Clarke	Cllr Mark Cherry		
Cllr Richard Mould			

**Substitutes**

<b>Conservative (2)</b>	<b>Labour (1)</b>		
Cllr John Donaldson	Cllr Perran Moon		
Cllr Andrew McHugh			

**Joint Shared Services and Personnel Committee**

**Membership (5 members, named substitutes – neither full nor substitute members may be members of the Joint Appeals Panel)**

<b>Conservative (3)</b>	<b>Labour (1)</b>	<b>Progressive Oxfordshire (1)</b>	<b>Independent (0)</b>
Cllr Ian Corkin	Cllr Barry Richards	Cllr Ian Middleton	
Cllr Mike Kerford-Byrnes			
Cllr Barry Wood			

**Substitutes**

<b>Conservative (3)</b>	<b>Labour (1)</b>	<b>Progressive Oxfordshire (1)</b>	<b>Independent (0)</b>
Cllr Tony Ilott	Cllr Sean Woodcock	Cllr Conrad Copeland	
Cllr George Reynolds			
Cllr Bryn Williams			

**Licensing Committee**

**Membership (12 seats, with unnamed substitutes who can be any member of the relevant Group)**

<b>Conservative (7)</b>	<b>Labour (2)</b>	<b>Progressive Oxfordshire (3)<sup>1</sup></b>	<b>Independent (0)</b>
Cllr Mike Bishop	Cllr Andy Beere	Cllr Conrad Copeland	
Cllr Richard Mould	Cllr Perran Moon	Cllr Katherine Tyson	
Cllr Lynn Pratt		Cllr Dorothy Walker	
Cllr George Reynolds			
Cllr Jason Slaymaker			
Cllr Douglas Webb			
Cllr Bryn Williams			

<sup>1</sup> As required by the proportionality calculations, the Conservative Group and Independent Group each need to give one seat to the Progressive Oxfordshire Group. The Conservative Group Leader has confirmed that this will be on Licensing Committee. The Independent Group Leader has confirmed that this will be on the Licensing Committee. This adjustment is reflected in the table.

**Overview and Scrutiny Committee**

**Membership (12 members with unnamed substitutes who can be any member of the relevant Group but shall not be a member of the Executive)**

<b>Conservative (8)</b>	<b>Labour (2)</b>	<b>Progressive Oxfordshire (1)</b>	<b>Independent (1)</b>
Cllr Maurice Billington	Cllr Matt Hodgson	Cllr Ian Middleton	Cllr Les Sibley
Cllr Mike Bishop	Cllr Perran Moon		
Cllr Sandy Dallimore			
Cllr Simon Holland			
Cllr Adam Nell			
Cllr Tom Wallis			
Cllr Douglas Webb			
Cllr Bryn Williams			

**Personnel Committee**

**Membership (12 members with unnamed substitutes who can be any member of the relevant Group but shall not be a member of the Appeals Panel)**

<b>Conservative (8)</b>	<b>Labour (2)</b>	<b>Progressive Oxfordshire (1)</b>	<b>Independent (1)</b>
Cllr Colin Clarke	Cllr Andy Beere	Cllr Katherine Tyson	Cllr Les Sibley
Cllr Sandy Dallimore	Cllr Barry Richards		
Cllr Simon Holland			
Cllr Lynn Pratt			
Cllr Jason Slaymaker			
Cllr Douglas Webb			
Cllr Bryn Williams			
Cllr Barry Wood			

**Planning Committee**

**Membership (18 members, 12 named substitutes. All committee members and named substitutes must have received planning training prior to attending a meeting)**

<b>Conservative (12)</b>	<b>Labour (3)</b>	<b>Progressive Oxfordshire (2)</b>	<b>Independent (1)</b>
Cllr Maurice Billington	Cllr Andy Beere	Cllr John Broad	Cllr Les Sibley
Cllr Hugo Brown	Cllr Cassi Perry	Cllr Dorothy Walker	
Cllr Colin Clarke	Cllr Sean Woodcock		
Cllr Patrick Clarke			
Cllr Ian Corkin			
Cllr Sandy Dallimore			
Cllr Simon Holland			
Cllr David Hughes			
Cllr Mike Kerford-Byrnes			
Cllr Tony Mephram			
Cllr Lynn Pratt			
Cllr George Reynolds			

**Named Substitutes**

<b>Conservative (8)</b>	<b>Labour (2)</b>	<b>Progressive Oxfordshire (1)</b>	<b>Independent (1)</b>
Cllr Mike Bishop	Cllr Shaida Hussain	Cllr Ian Middleton	Cllr Fraser Webster
Cllr Tony Ilott	Cllr Barry Richards		
Cllr Richard Mould			
Cllr Adam Nell			
Cllr Dan Sames			
Cllr Douglas Webb			
Cllr Bryn Williams			
Cllr Barry Wood			

**Standards Committee**

**Membership (8 members with unnamed substitutes who can be any member of the relevant Group)**

<b>Conservative (5)</b>	<b>Labour (2)</b>	<b>Progressive Oxfordshire (1)</b>	<b>Independent (0)</b>
Cllr John Donaldson	Cllr Mark Cherry	Cllr Ian Middleton	
Cllr Simon Holland	Cllr Perran Moon		
Cllr George Reynolds			
Cllr Bryn Williams			
Cllr Lucinda Wing			

**Non-Proportional Committees**

**Partnership Working Group**

**Membership (5 seats, named substitutes)**

<b>Conservative (3)</b>	<b>Labour (1)</b>	<b>Progressive Oxfordshire (1)</b>	<b>Independent (0)</b>
Cllr Ian Corkin	Cllr Sean Woodcock	Cllr Ian Middleton	
Cllr Mike Kerford-Byrnes			
Cllr Barry Wood			

**Substitutes**

<b>Conservative (3)</b>	<b>Labour (1)</b>	<b>Progressive Oxfordshire (1)</b>	<b>Independent (0)</b>
Cllr Tony Ilott	Cllr Barry Richards	Cllr Conrad Copeland	
Cllr George Reynolds			
Cllr Bryn Williams			

## **Agenda Item 12 – Addendum to report in relation to recommendation 1.2**

### **Constitution of Political Groups and Group Leaders**

(Section 3.3 of the report refers)

The following Political Groups have been formed and Group Leaders appointed as set out below.

- Conservative Group – 31 members (all Conservative councillors)
  - Group Leader: Councillor Barry Wood
  
- Labour Group – 9 members (comprising all Labour / Labour & Co-operative councillors)
  - Group Leader: Councillor Sean Woodcock
  
- Progressive Oxfordshire Group – 6 members (comprising 3 Liberal Democrat, 1 Green and 2 Independent (Cllrs Broad and Cotter) councillors)
  - Group Leader: Councillor Katherine Tyson
  
- Independent Group – 2 members (comprising 2 Independent councillors, Cllrs Sibley and Webster)
  - Group Leader: Councillor Les Sibley

This page is intentionally left blank



**Agenda Item 12 – Addendum to report in relation to recommendation 1.3**

**CHERWELL DISTRICT COUNCIL EXECUTIVE MEMBERS 2021-2022**

Cllr Barry Wood	Leader of the Council
Cllr Ian Corkin	Lead Member for Customers and Transformation
Cllr Phil Chapman	Lead Member for Leisure and Sport
Cllr Colin Clarke	Lead Member for Planning
Cllr Tony Ilott	Lead Member for Financial Management and Governance
Cllr Andrew McHugh	Lead Member for Health and Wellbeing
Cllr Richard Mould	Lead Member for Performance
Cllr Lynn Pratt	Lead Member for Economy, Regeneration and Property
Cllr Dan Sames	Lead Member for Clean and Green
Cllr Lucinda Wing	Lead Member for Housing

This page is intentionally left blank

## **Agenda Item 12 – Addendum to report in relation to recommendations 1.7 – 1.11**

### Appointments of Representatives (recommendations 1.7 – 1.11 inclusive)

The Chairman will call on the Leader to advise of nominations and Council will be asked to agree the appointments.

- Oxfordshire Joint Health Overview & Scrutiny Committee
  - (Cannot be an Executive Member)
  
- Police and Crime Commissioner Scrutiny Panel
  - Representative
  - Named substitute
  
- Oxfordshire Growth Board (Executive Members)
  - Representative (must be Executive member)
  - Named substitute (must be Executive member)
  
- Oxfordshire Growth Board Scrutiny Panel
  - 3 members who cannot be Executive Members
  
- Oxfordshire Growth Board Housing Advisory Subgroup
  - Representative (must be Executive member)
  - Named substitute (must be Executive member)
  
- Oxfordshire Growth Board Infrastructure Advisory Subgroup
  - Representative (must be Executive member)
  - Named substitute (must be Executive member)
  
- Oxfordshire Growth Board Oxfordshire Plan 2050 Advisory Subgroup
  - Representative (must be Executive member)
  - Named substitute (must be Executive member)
  
- Oxfordshire Growth Board Environment Advisory Subgroup
  - Representative (must be Executive member)
  - Named substitute (must be Executive member)

This page is intentionally left blank