



**Summary of the decisions taken at the meeting
of the Executive held on Monday 4 September 2017**

1. Date of publication of this summary: 5 September 2017
2. Decisions (if any) taken as a matter of urgency under Overview and Scrutiny Procedure Rules as set out in the Constitution (and not therefore subject to the call-in procedure): None
3. Date by which notice of call-in of any of the following decisions must be received in writing by the Chief Executive (see notes below):- Noon on Friday 8 September 2017
4. Notes:-
 - (a) For background documentation to the following decisions, please refer to the agenda and supporting papers (copies of which are available on the Council's website (www.cherwell.gov.uk) or from Democratic Services);
 - (b) Notice of call-in must be submitted in writing, by email or text to the Chief Executive by the deadline specified above, and must state the reason or reasons why "call-in" has been requested;
 - (c) Call-in can be requested by any six non-executive members of the Council.
However, if at any point during a municipal year the total number of opposition councillors is six or less the total number of non-executive members required to call-in a decision shall be the total number of opposition councillors less two.
 - (d) Decisions not called-in by the deadline specified above will become effective immediately the deadline has expired (unless they are recommendations to the Council).
 - (e) The Council has stipulated that the call-in procedure should not be used to challenge decisions as a matter of course and should be used only when fully justified.

**Yvonne Rees
Chief Executive**

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Agenda Item 7 Joint Animal Licensing Policy</p> <p>Report of Public Protection Manager</p> <p>Recommendations</p> <p>The Executive is recommended:</p> <p>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.</p>	<p>Resolved</p> <p>(1) That, subject to consultation, the proposed Joint Animal Licensing Policy and conditions setting out the Council's approach to determining all animal licensing applications and subsequently ensuring compliance with the relevant conditions be adopted.</p> <p>(2) That the Director of Operational Delivery be authorised to set all animal licensing fees and to make any changes to the Joint Animal Licensing Policy and conditions should they be</p>	<p>There is no statutory requirement for a local authority to have a formal animal licensing policy. However, it is considered best practice to adopt such a policy. This is for the benefit of business owners as well as reassuring the general public and other public bodies. It also ensures transparency and consistency when dealing with applications.</p>	<p>Option 1: Adopt the policy and attached conditions</p> <p>Option 2: Reject the policy and attached conditions for amendment</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>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.</p> <p>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.</p>	<p>required through either changes in legislation or changes in circumstances.</p> <p>(3) That authority be delegated to the Director of Operational Delivery, in consultation with the Lead Member for Public Protection and Community Services, to approve the final policy following the consideration of any consultation responses.</p>			

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Agenda Item 8 Joint Scrap Metal Licensing Policy</p> <p>Report of Public Protection Manager</p> <p>Recommendations</p> <p>The Executive is recommended:</p> <p>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.</p> <p>1.2 Subject to consultation, to adopt the proposed</p>	<p>Resolved</p> <p>(1) That it be noted that functions and powers pursuant to the Scrap Metal Dealers Act 2013 are an executive function and such functions and powers, including the setting of licence application fees, hereby be delegated to the Director of Operational Delivery,</p> <p>(2) That, subject to consultation, the proposed Joint Scrap Metal Licensing Policy setting out the Council's approach to determining all applications and subsequently ensuring compliance with the</p>	<p>There is no statutory requirement for a local authority to have a formal scrap metal licensing policy; however, it is considered best practice to adopt such a policy. This is for the benefit of business owners as well as reassuring the general public and other public bodies. It also ensures a level of transparency and consistency when dealing with applications.</p>	<p>Option 1: Adopt the policy and recommendations</p> <p>Option 2: Reject the policy and recommendations</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>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.</p> <p>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.</p>	<p>provisions of the Act be approved.</p> <p>(3) That authority be delegated to the Director of Operational Delivery, in consultation with the Lead Member for Public Protection and Community Services, to approve the final policy following the consideration of any consultation responses.</p>			
<p>Agenda Item 9 Council Tax Reduction Scheme 2018-2019</p>	<p>Resolved</p> <p>(1) That the report and financial implications</p>	<p>From April 2013 Council Tax Benefit was abolished and replaced with a local Council Tax Reduction Scheme.</p>	<p>Option 1: To not recommend any of the options for a scheme for 2018-2019. This would</p>	

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Report of Chief Finance Officer</p> <p>Recommendations</p> <p>The Executive is recommended:</p> <p>1.1 To note the contents of the report and any financial implications for the Council.</p> <p>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</p>	<p>for the Council be noted.</p> <p>(2) That 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 be approved.</p>	<p>Members are now required to agree for consultation purposes a Council Tax Reduction Scheme for the 2018-2019 financial year.</p>	<p>have financial implications for the Council and those residents affected by Welfare Reform.</p>	

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>prescribed by DCLG and to uprate the Working Age Regulations amounts in line with Housing Benefit.</p>				
<p>Agenda Item 10 Spring Budget 2017 - Business Rates Relief Schemes</p> <p>Report of Chief Finance Officer</p> <p>Recommendations</p> <p>The Executive is recommended:</p> <p>1.1 To note the contents of the report and any financial implications for the Council.</p>	<p>Resolved</p> <p>(1) That the report and financial implications for the Council be noted.</p> <p>(2) That the adoption of the local Discretionary Business Rate Relief Scheme for 2017-2018 (annex to the Minutes as set out in the Minute Book) be approved.</p> <p>(3) That the adoption of the Pubs Relief</p>	<p>The report sets out a proposed Local Discretionary Relief scheme to provide relief to business ratepayers in properties facing substantial business rates rises as a result of the 2017 Revaluation. The local scheme aims to distribute no more than the Government grant provided for this purpose in the Spring Budget.</p>	<p>Option 1: Members could choose not to adopt the proposed schemes, but in view of the fact that expenditure will be reimbursed the Government expects billing authorities to grant relief to all qualifying ratepayers.</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>1.2 To approve the adoption of the local Discretionary Business Rate Relief Scheme for 2017-2018.</p> <p>1.3 To approve the adoption of the Pubs Relief Scheme for 2017-2018.</p>	<p>Scheme for 2017-2018 (annex to the Minutes as set out in the Minute Book) be approved.</p>			
<p>Agenda Item 11 Oxfordshire Clinical Commissioning Group (OCCG) Phase 1 Consultation and Decisions Regarding the Horton General Hospital</p> <p>Report of Director of Operational Delivery</p> <p>Recommendations</p>	<p>Resolved</p> <p>(1) That the decisions taken by Oxfordshire Joint Health and Overview Scrutiny Committee and the Oxfordshire Clinical Commissioning Group be noted.</p> <p>(2) That the action to submit a Notice of</p>	<p>The process of the development of service model options for the Horton General Hospital and the formal consultation of these has been long and arduous. The Council has engaged throughout and responded positively. It is hugely disappointing that the Council's concerns and suggestions have not been reflected in the obstetrics</p>	<p>Option 1: To accept the decisions made by OCCG. This is not proposed as the Council believes that the consultation was flawed and that there is an alternative and viable obstetrics model for the HGH</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>The Executive is recommended:</p> <p>1.1 To note the decisions taken by Oxfordshire Joint Health and Overview Scrutiny Committee and the Oxfordshire Clinical Commissioning Group.</p> <p>1.2 To endorse the action to submit a Notice of Renewal for a judicial review of the flawed consultation process.</p> <p>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</p>	<p>Renewal for a judicial review of the flawed consultation process be endorsed.</p> <p>(3) That the referral process to the Secretary of State for Health of the Oxfordshire Clinical Commissioning Group decision to make permanent the freestanding midwife led unit at the Horton General Hospital be supported to the fullest extent.</p>	<p>decision.</p> <p>The Council has demonstrated that the consultation process has been flawed and that this should be subject to a legal challenge. The Council's partners in this matter also support this view. In this respect, it is recommended that the Council should, with its partners, continue the fight by supporting the Oxfordshire Joint Health and Overview Scrutiny Committee with the referral of this matter to the Secretary of State for Health and to continue with vigour its legal challenge of the consultation process.</p>		

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
General Hospital.				
<p>Agenda Item 12 On Street Parking Enforcement</p> <p>Report of Director of Operational Delivery</p> <p>Recommendations</p> <p>The Executive is recommended:</p> <p>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.;</p> <p>1.2 To agree funding of up to £30,000 per annum</p>	<p>Resolved</p> <p>(1) That agreement be given 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</p> <p>(2) That funding of up to £30,000 per annum for this purpose for a minimum of two years be agreed.</p> <p>(3) That, subject to Thames Valley Police confirming they have resource available,</p>	<p>Additional on-street parking enforcement has for some time been identified as a local issue requiring attention. The proposal for TVP with funding from this Council to undertake this low priority crime function is expected to be welcomed by local councils and the majority of drivers who park off-street or legally on-street.</p>	<p>Option 1: To continue this function with no additional resource, meaning this remains a low priority for TVP and only undertaken on an ad hoc basis when other police pressures allow. This is not recommended as it is anticipated that there will be no improvement to the current on-street parking difficulties.</p> <p>Option 2: The employment of a traffic warden was proposed but the use of a PCSO was an operational preference for TVP.</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
for this purpose for a minimum of two years.	authority be delegated to the Director of Operational Delivery, in consultation with the Deputy Leader, to commence the funding of the equivalent of a full time Police Community Officer in the 2017/18 municipal year in addition to the funding agreed in resolution (2).			
<p>Agenda Item 13 Bicester Healthy New Town Status</p> <p>Report of Director of Operational Delivery</p> <p>Recommendations</p> <p>The Executive is</p>	<p>Resolved</p> <p>(1) That progress in the implementation of Bicester’s Healthy New Town Programme be noted.</p> <p>(2) That the receipt of the NHS grant to 2019 be</p>	<p>Good progress has been made in starting to deliver the detailed Delivery Plan for the Healthy New Town Programme. The baseline data from the residents’ health and wellbeing survey have confirmed the importance of addressing levels of obesity and social</p>	<p>The alternative is to refuse the NHS grant and cease the programme.</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>recommended:</p> <p>1.1 To note progress in implementation of Bicester's Healthy New Town Programme.</p> <p>1.2 To endorse the receipt of the NHS grant to 2019.</p>	<p>endorsed.</p>	<p>isolation in the town and a number of initiatives are increasing the opportunities for Bicester residents to actively adopt healthier behaviours and to help start to build a healthier community.</p> <p>The significant NHS funding is clearly making a difference. The recent extended grant offer for 2019 for the Bicester Programme was received and required acceptance over the summer period. The grant agreement was completed in liaison and with the support of the Council Leader, hence the recommendation for endorsement.</p>		
<p>Agenda Item 14</p>	<p>Resolved</p>	<p>The Brighter Futures in</p>	<p>No alternatives have been</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>The Brighter Futures in Banbury Programme Annual Review 2016-2017</p> <p>Report of Director of Operational Delivery</p> <p>Recommendations</p> <p>The Executive is recommended:</p> <p>1.1 To receive and approve the annual report following the recommendation of the Local Strategic Partnership.</p> <p>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</p>	<p>(1) That following the recommendation of the Local Strategic Partnership, the Brighter Futures in Banbury Programme Annual Review 2016-2017 be approved.</p> <p>(2) That 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 be noted.</p>	<p>Banbury Programme draws together statutory and voluntary agencies and organisations to align services to best serve those most in need. The annual report was presented to the Local Strategic Partnership in July 2017. There was broad support for the progress being made through the strategic approach to joint working.</p> <p>The action plan developed by theme leads that will take the Programme forward until March 2019 will be endorsed and finalised by the Lead Member for Public Protection and Community Services.</p>	<p>considered</p>	

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
through the Lead Member for Public Protection and Community Services.				
<p>Agenda Item 15 Quarter 1 2017/2018 Performance Update</p> <p>Report of Strategic Director – Strategy and Commissioning</p> <p>Recommendations</p> <p>The Executive is recommended to:</p> <p>1.1 Note the exceptions highlighted and proposed actions.</p> <p>1.2 Review any performance related matters which the Overview and Scrutiny</p>	<p>Resolved</p> <p>(1) That the exceptions highlighted and proposed actions be noted.</p> <p>(2) That it be noted that the Overview and Scrutiny Committee considered the report at its meeting on 29 August 2017 and referred no performance related matters to the Executive.</p>	<p>This is the first report for 2017/18 based on the new Business Plan. As agreed previously, this report focuses on the exceptions and some examples of good performance to provide a balance and includes commentary supporting the generally excellent levels of delivery.</p>	<p>None identified</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Committee has referred to Executive verbally, following consideration of the report at its meeting on 29 August 2017.</p>				
<p>Agenda Item 16 Quarter 1 2017/2018 Revenue and Capital Budget Monitoring</p> <p>Report of Chief Finance Officer</p> <p>Recommendations</p> <p>The Executive is recommended:</p> <p>1.1 To note the projected revenue and capital position at June 2017.</p>	<p>Resolved</p> <p>(1) That the projected revenue and capital position at June 2017 be noted</p> <p>(2) That the current position on reserves at June 2017 be noted.</p>	<p>In line with good practice budget monitoring is undertaken on a monthly basis within the Council. The revenue and capital position is formulated in conjunction with the joint management team and reported formally to the Budget Planning Committee on a quarterly basis. The report is then considered by the Executive.</p> <p>The revenue and capital expenditure in quarter 1 has been subject to a detailed review by Officers.</p>	<p>Option 1: This report illustrates the Council's performance against the 2017-18 Financial Targets for Revenue and Capital and sets out the Council's position on Reserves. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
1.2 To note the current position on reserves at June 2017.				
<p>Agenda Item 17 Amendment to Membership of Shareholder Committee</p> <p>Recommendation</p> <p>The Executive is recommended:</p> <p>(1) to appoint a Member to the Shareholder Committee.</p>	<p>Resolved</p> <p>(1) That Councillor Tony Ilott be appointed to the Shareholder Committee.</p>	<p>Following the resignation of Councillor Atack from the Executive, there are currently only two members on the Shareholder Committee.</p>	<p>Not to appoint a Member to the Shareholder Committee. This is not recommended as the Terms of Reference of the Committee state that the membership of the Committee is three Executive members.</p>	<p>None</p>
<p>Agenda Item 19 Franklins House, Bicester</p> <p>Exempt report of Chief Finance Officer</p>	<p>Resolved</p> <p>(1) As set out in the exempt decisions.</p> <p>(2) As set out in the</p>	<p>As set out in the exempt decisions</p>	<p>As set out in the exempt decisions.</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
	<p>exempt decisions.</p> <p>(3) As set out in the exempt decisions.</p>			
<p>Agenda Item 20 Business Waste</p> <p>Exempt Report of Head of Environmental Services</p>	<p>Resolved</p> <p>(1) That the business waste business case (exempt annex to the Minutes as set out in the Minute Book) be approved.</p>	<p>The development of the business waste service as an ‘invest to grow’ proposal does have the opportunity to lower the overall cost of the service. However, this will require an increase in existing resource which will be shared between this Council and SNC.</p> <p>It is anticipated that the growth in income will exceed the increase in resource and will reduce the overall cost of the service to the Council.</p>	<p>Option 1: To support the proposed expansion of business waste services</p> <p>Option 2: To reject the proposed business plan</p> <p>Option 3: To ask officers to seek & consider alternative options</p>	<p>None</p>
<p>Agenda Item 21</p>	<p>Resolved</p>	<p>As set out in the exempt</p>	<p>Option 1: As set out in the</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Landscape Maintenance</p> <p>Exempt Report of Head of Environmental Services</p>	<p>(1) As set out in the exempt decisions.</p> <p>(2) As set out in the exempt decisions.</p> <p>(3) As set out in the exempt decisions.</p> <p>(4) As set out in the exempt decisions.</p> <p>(5) As set out in the exempt decisions.</p>	<p>decisions.</p>	<p>exempt decisions.</p> <p>Option 2: To reject the recommendations</p> <p>Option 3: To ask officers to consider other possible ways forward</p>	