



**Summary of the decisions taken at the meeting  
of the Executive held on Monday 4 June 2018**

1. Date of publication of this summary: 5 June 2018
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 June 2018
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](http://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><b>Agenda Item 6</b>  <b>Local Discretionary Business Rate Relief Scheme for 2018-19</b></p> <p>Report of Executive Director Finance and Governance</p> <p><b>Recommendations</b></p> <p>The meeting 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 adoption of the local Discretionary Business Rate Relief Scheme for 2018-2019.</p>	<p><b>Resolved</b></p> <p>(1) That the contents of the report and any financial implications for the Council be noted.</p> <p>(2) That the adoption of the local Discretionary Business Rate Relief Scheme for 2018-2019 (annex to the Minutes as set out in the Minute Book) be approved.</p>	<p>The Government expects billing authorities to use their discretionary powers under section 47 of the Local Government Finance Act to deliver a scheme for Local Discretionary Business Rate Relief. Billing authorities will be compensated through a Section 31 grant for the cost to the authority of granting the relief, up to a maximum amount based on the authority's allocation of the £300m fund.</p>	<p>Option 1: Members could choose not to recommend 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>

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<p><b>Agenda Item 7</b> <b>Central Area Growth Board</b></p> <p>Report of Executive Director for Place and Growth</p> <p><b>Recommendations</b></p> <p>Within the context of the National Infrastructure Commission and Government's work on the Cambridge - Milton Keynes - Oxford corridor, the meeting is recommended:</p> <p>1.1 To agree that the Council becomes a full member of the Central Area Growth Board, adopting the Terms of Reference (Appendix 1).</p> <p>1.2 To agree that the</p>	<p><b>Resolved</b></p> <p>(1) That within the context of the National Infrastructure Commission and Government's work on the Cambridge - Milton Keynes - Oxford corridor, it be agreed that Cherwell District Council becomes a full member of the Central Area Growth Board, adopting the Terms of Reference (annex to the Minutes as set out in the Minute Book).</p> <p>(2) That it be agreed that the Council commits to an associated contribution of £5k of ongoing revenue to support the work of the</p>	<p>To demonstrate its commitment to regional working and to be an active partner within the Cambridge - Milton Keynes - Oxford corridor, Cherwell District Council has been actively engaging in discussions to establish a Central Area Growth Board across the 'middle' of the corridor. This will sit alongside the arrangements already in place for Oxfordshire and Cambridgeshire.</p> <p>Establishing a Growth Board demonstrates to government that authorities across the South East Midlands area, based on the SEMLEP footprint, of which Cherwell District Council is a member committed to delivering a step change in sub-regional</p>	<p>Option 1: Not to approve joining the Board</p> <p>Establishing joint working at the two ends of the corridor (ie: Oxfordshire and Cambridgeshire) has played a significant role in securing investment, flexibilities and commitments from government. Doing nothing would mean that South Northants would not have a voice in similar regional discussions.</p> <p>Additionally, for Cherwell, as both East-West rail and the proposed Expressway are likely to pass through Cherwell into Aylesbury District, there is merit in participating in a Board which brings together the Councils which lie to the</p>	<p>None</p>

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<p>Council commits to an associated contribution of £5k of ongoing revenue to support the work of the Growth Board.</p>	<p>Growth Board.</p>	<p>collaboration. The Growth Board will allow the area to speak with a single voice to government on cross-boundary issues, matters of sub-regional importance and coordinate any 'Housing and Growth deals' agreed across the sub region.</p>	<p>east of Oxfordshire.</p> <p>Option 2: Become a full member of the Central Area Growth Board Working in partnership is an important means by which the Councils priorities are secured. Collaborating and proactively planning for growth through the forum of a Growth Board will allow regional partners to proactively shape the future growth of their areas, rather than having growth imposed from above.</p> <p>By becoming a full member of the Central Area Growth Board, the Council will be an active participant in contributing to the agenda for strategic</p>	

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			planning, economic development and infrastructure planning in the central part of the corridor which is taking shape.	
<p><b>Agenda Item 8</b>  <b>End of year 2017-2018 Performance, Finance and Risk Monitoring Report</b></p> <p>Report of Assistant Director: Performance and Transformation and Assistant Director: Finance and Governance</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To note the outline revenue and capital</p>	<p><b>Resolved</b></p> <p>(1) That the outline revenue and capital position for 2017/18 be noted.</p> <p>(2) That the performance position at the end of the year 2017/18 be noted.</p> <p>(3) That it be noted that the risk register was now reviewed and updated on a monthly basis.</p>	<p>In line with good practice budget monitoring is undertaken on a monthly basis within the Council. The revenue, capital and reserves position for 2017/18 is currently in the final stages of a detailed review by officers. As a result of the current work to finalise the Statement of Accounts and year-end financial position, the final outturn will be reported to Executive and Budget Planning Committee in July.</p>	<p>Option 1: This report illustrates the Council's performance against the 2017-18 business plan. 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>

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<p>position for 2017/18.</p> <p>1.2 To note the performance position at the end of the year.</p> <p>1.3 To note that the risk register is now reviewed and updated on a monthly basis.</p>		<p>The Council's performance management framework sets out the key objectives, projects and programmes of work that contribute to the Council's corporate business plan. This plan sits alongside the Council's budgets and risk registers.</p>		
<p><b>Agenda Item 9 Monthly Performance, Finance and Risk Monitoring Report - April 2018</b></p> <p>Report of Assistant Director: Performance and Transformation and Assistant Director: Finance and Governance</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p>	<p><b>Resolved</b></p> <p>(1) That the monthly Performance, Finance and Risk Monitoring Report.</p>	<p>This report provides an update on progress made so far in 2018-19 to deliver the Council's priorities through reporting on performance, the financial position and providing an update on the Leadership Risk Register.</p>	<p>Option 1: This report illustrates the Council's performance against the 2018-19 business plan. 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>

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<p>1.1 To note the monthly Performance, Finance and Risk Monitoring Report.</p>				
<p><b>Agenda Item 10 Appointment of Representatives to Partnerships, Outside Bodies and Member Champions 2018/19</b></p> <p>Report of Assistant Director: Law and Governance</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To make and cease appointments to partnerships, outside bodies and Member Champions for</p>	<p><b>Resolved</b></p> <p>(1) That authority be delegated to the Assistant Director: Law and Governance, in consultation with the Leader, to make and cease appointments and make changes to appointments as may be required for the 2018/2019 Municipal Year.</p>	<p>Representatives are appointed to Partnerships, Outside Bodies and as Member Champions to ensure that the Council is represented and maintains links with partnerships and outside bodies.</p> <p>Delegation to the Assistant Director – Law and Governance in consultation with the Leader provides flexibility to ensure appointments and any amendments during the municipal year are made in a timely manner.</p>	<p>Option 1: Not to appoint representatives to outside bodies, partnerships and as Member Champions. This is not recommended as the internal working groups would be ineffective and the Council would not be represented on these the outside bodies and could miss valuable information and opportunities.</p>	<p>None</p>

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<p>2018/2019 as set out in Appendix 1 to this report.</p> <p>1.2 To delegate authority to the Assistant Director: Law and Governance, in consultation with the Leader, to appoint Members to outstanding vacancies and make changes to appointments as may be required for the 2018/2019 Municipal Year.</p>				
<p><b>Agenda Item 11 Urgent Business</b></p> <p>Joint Working Arrangements between Cherwell District Council and Oxfordshire County Council</p>	<p><b>Resolved</b></p> <p>(1) That, subject to agreement by Council, it be agreed in principle, to give South Northamptonshire Council notice of the</p>	<p>Following a review of the strategic case, potential financial and operational benefits; this report recommends Cherwell District Council enters into a joint working partnership with Oxfordshire County Council.</p>	<p>Alternative options have been considered, the following factors: contribution to CDC continuity; contribute to financial sustainability; alignment of business model; culture match;</p>	<p>None</p>



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<p>Report of Director of Customers and Service Development and Assistant Director: Law and Governance</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To agree in principle, subject to agreement by Council to give South Northamptonshire Council notice of the intention to end the Section 113 agreement.</p> <p>1.2 To agree in principle, subject to agreement by Council to develop joint working arrangements with Oxfordshire County Council and the establishment of a joint Chief Executive post.</p>	<p>intention to end the Section 113 agreement.</p> <p>(2) That, subject to agreement by Council, it be agreed in principle to develop joint working arrangements with Oxfordshire County Council and the establishment of a joint Chief Executive post.</p> <p>(3) That, subject to agreement by Council, authority be delegated to the Assistant Director Law and Governance, in consultation with the Leader, the finalisation of a s113 Agreement including joint</p>	<p>This follows the necessary decision to separate from SNC as the moves to establish new unitary arrangements for Northamptonshire will inevitably unpick the joint service delivery arrangements between CDC and SNC.</p> <p>The report sets out the strategic case, draft principles for joint working, potential financial advantages as well as identifying opportunities for innovative practice in terms of two tier working.</p> <p>The report clearly recommends an incremental approach; with the establishment of a joint Chief Executive as a first step and then the consideration of</p>	<p>political alignment; demographic match; geographic match; flexibility; growth agenda; control of pace; and, leverage, were reviewed as part of the development of this proposal. Options (including Oxfordshire Districts and out of county partners) were considered and discounted either because they failed to meet the criteria detailed above or because the risk of out of county working at the current time was considered too high.</p>	

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<p>1.3 Subject to agreement by Council, to delegate to the Assistant Director Law and Governance, in consultation with the Leader, the finalisation of a s113 Agreement including joint committees to allow for implementation as business cases are agreed for each element of joint working (see appendix 1 for draft version).</p> <p>1.4 To agree to the establishment of an informal Partnership Working Group to oversee the development of joint working.</p>	<p>(4) That the establishment of an informal Partnership Working Group to oversee the development of joint working be agreed.</p>	<p>further opportunities on a business case by business case approach. The report notes that the models for joint / shared chief executives are an established delivery model for both county and district roles.</p> <p>The model proposed has been adopted in other counties and CDC has experience of a successful joint working partnership with SNC. With the use of formal joint committees and informal member working groups covered by a section 113 agreement the sovereignty of both councils is maintained. Indeed the draft section 113 agreement will set out a clear path for exit at pace if either partner wishes.</p> <p>Cherwell District Council will</p>		

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		<p>need to review its medium term financial strategy in the light of the necessary separation from South Northamptonshire Council. If CDC wished to stand alone it would need to deliver significant savings, increase income and/or reduce services to deliver a balanced budget. A joint working partnership offers long term financial benefits and the potential to protect and enhance frontline services valued by local residents and customers.</p>		