



## Summary of the Decisions taken at the meeting of Council held on 24 February 2020

Agenda Item No.	Agenda Item and Recommendations	Decision						
8	<p><b>Motions</b></p> <p>To debate two motions which have been submitted with advance notice, in accordance with the Constitution.</p> <table border="1"><thead><tr><th>Proposer</th><th>Topic</th></tr></thead><tbody><tr><td>Councillor Hugo Brown</td><td>Tree Planting</td></tr><tr><td>Councillor Hannah Banfield</td><td>Peat-free Compost</td></tr></tbody></table>	Proposer	Topic	Councillor Hugo Brown	Tree Planting	Councillor Hannah Banfield	Peat-free Compost	<p><b>Resolved</b></p> <p>(1) That the following motion be adopted:</p> <p>“CDC acknowledged a Climate Emergency and pledged to make the Council carbon-neutral by 2030.</p> <p>First steps include assessing the Council’s own emissions, down 32% since 2008, and Officer teams have been tasked with exploring opportunities to further reduce the Council’s own and also District-wide emissions.</p> <p>One strategy to support the achievement of the 2030 target, promoted by all major political parties, is tree-planting. Tree cover in the District, County and Nationally falls short; Cherwell District’s is estimated at 5.2% of land mass and with County’s at approx. 9% both are below the UK figure of 13%, itself about 1/3<sup>rd</sup> of the EU average of 35%</p> <p>There are many competing interests for the available land mass, including housing and development for economic re-generation, but these need not be mutually exclusive. They can co-exist, and tree cover should be encouraged to shield building developments from view, masking light and noise pollution, and absorbing many of the emissions generated by those economically necessary developments - and, as importantly, providing habitat for wildlife, aiding with flood</p>
Proposer	Topic							
Councillor Hugo Brown	Tree Planting							
Councillor Hannah Banfield	Peat-free Compost							

Agenda Item No.	Agenda Item and Recommendations	Decision and Actions
		<p>management and enhancing the beauty of the environment</p> <p>Council therefore:</p> <ul style="list-style-type: none"> <li>• commits, as far as possible, to double tree cover within the District by 2045</li> <li>• requests that Officers identify, and secure, funding opportunities from Central Government and other sources in furtherance of the commitment</li> <li>• requires developers to demonstrate how they will be improving biodiversity, specifically through the planting of more trees”</li> </ul> <p><i>(for information: On being put to the vote the proposed amendment to the Tree planting motion was lost and subsequently fell; Having been proposed and seconded, in line with the procedure in the Constitution regarding motions with budgetary consequences, the motion on Peat Free Compost was immediately adjourned to the next ordinary Council meeting)</i></p>
<p><b>9</b></p>	<p><b>Robustness of Estimates and the Adequacy of Reserves and Balances Local Government Act 2003 (Section 25)</b></p> <p>Report of Executive Director Finance (Interim) and Section S151 Officer</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1. To note the contents of this report.</p>	<p><b>Resolved</b></p> <p>(1) That the contents of the report be noted.</p>
<p><b>10</b></p>	<p><b>Final Budget, Business Plan and Council Tax for 2020/21</b></p> <p>Report of Executive Director – Finance (Interim)</p> <p><b>Purpose of report</b></p>	<p><b>Resolved</b></p> <p>(1) That, having given due consideration, the Business Plan (Annex to the Minutes as set out in the Minute Book) be approved.</p> <p>(2) That, having given due</p>

Agenda Item No.	Agenda Item and Recommendations	Decision and Actions
	<p><b>Recommendations</b></p> <p>1.1 To consider and approve the Business Plan set out in Appendix 1.</p> <p>1.2 To note the Risk Register contained at Appendix 2.</p> <p>1.3 To consider and approve an increase in the level of Council Tax for Cherwell District Council of £5 for 2020/21 on a Band D property.</p> <p>1.4 To consider and approve the MTFs, Revenue Budget 2020/21 and Capital Programme, including the growth and savings proposals included at Appendix 8.</p> <p>1.5 To consider and approve a minimum level of General Fund reserves of £2m.</p> <p>1.6 To consider and approve that authority be delegated to the Chief Finance Officer, in consultation with the Lead Member for Finance &amp; Governance, and where appropriate the relevant Director and Lead Member to:</p> <ul style="list-style-type: none"> <li>• Transfer monies to/from earmarked reserves should that become necessary during the financial year.</li> <li>• Update prudential Indicators in both the Prudential Indicators Report and Treasury Management Strategy Report to Council, for any budget changes that impact on these.</li> </ul> <p>1.7 To consider the proposed Fees &amp; Charges schedule as set out in Appendix 7.</p> <p>1.8 To consider and approve the Treasury Management Strategy, including the Prudential Indicators, Minimum Revenue Provision</p>	<p>consideration, the Risk Register (Annex to the Minutes as set out in the Minute Book) be approved.</p> <p>(3) That, having given due consideration, an increase in the level of Council Tax for Cherwell District Council of £5 for 2020/21 on a Band D property be approved.</p> <p>(4) That, having given due consideration, the MTFs, Revenue Budget 2020/21 and Capital Programme, including the growth and savings proposals (Annex to the Minutes as set out in the Minute Book) be approved.</p> <p>(5) That, having given due consideration, a minimum level of General Fund reserves of £2m be approved.</p> <p>(6) That, having due consideration, authority be delegated to the Chief Finance Officer, in consultation with the Lead Member for Finance &amp; Governance, and where appropriate the relevant Director and Lead Member to:</p> <ul style="list-style-type: none"> <li>• Transfer monies to/from earmarked reserves should that become necessary during the financial year.</li> <li>• Update prudential Indicators in both the Prudential Indicators Report and Treasury Management Strategy Report to Council, for any budget changes that impact on these.</li> </ul> <p>(7) That, having given due consideration, the proposed Fees &amp; Charges schedule (Annex to the Minutes as set out in the Minute Book) be approved.</p> <p>(8) That, having given due consideration, the Treasury Management Strategy, including the Prudential Indicators, Minimum Revenue Provision (MRP) Policy and Affordable Borrowing Limit for 2020/21</p>

Agenda Item No.	Agenda Item and Recommendations	Decision and Actions
	<p>(MRP) Policy and Affordable Borrowing Limit for 2020/21 (Appendix 6).</p> <p>1.9 To note the contents of the Section 25 report from the Chief Finance Officer in relation to the robustness of estimates and adequacy of reserves.</p> <p>1.10 To consider and approve the appended statement of pay policy for 2020/21 as required by the Localism Act and detailed in Appendix 9.</p> <p>1.11 To note the equality impact assessment for 2020/21 detailed in Appendix 10.</p>	<p>(Annex to the Minutes as set out in the Minute book) be approved.</p> <p>(9) That it be noted that the Section 25 report from the Chief Finance Officer in relation to the robustness of estimates and adequacy of reserves had been considered and noted at the previous agenda item.</p> <p>(10) That, having given due consideration, the statement of pay policy for 2020/21 as required by the Localism Act (Annex to the Minutes as set out in the Minute Book) be approved.</p> <p>(11) That, having given due consideration, the equality impact assessment for 2020/21 (Annex to the Minutes as set out in the Minute Book) be noted.</p>
<p><b>12</b></p>	<p><b>Calculating the Amounts of Council Tax for 2020/21 and Setting the Council Tax for 2020/21</b></p> <p>Report of the Executive Director of Finance (Interim)</p> <p><b>Recommendations</b></p> <p>It is recommended that the Council resolves:-</p> <p>(1) That it be noted that at the Executive meeting held on 3 February 2020 the Council calculated the Council Tax Base 2020/21:</p> <p>a) for the whole Council area as 55,559.9 [item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended by sections 72 to 79 of the Localism Act 2011 (“the 1992 Act”)]; and</p> <p>b) For dwellings in those parts of its area to which a Parish Precept relates as</p>	<p><b>Resolved</b></p> <p>(1) That it be noted that at the Executive meeting held on 3 February 2020 the Council calculated the Council Tax Base 2020/21:</p> <p>a) for the whole Council area as 55,559.9 [item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended by sections 72 to 79 of the Localism Act 2011 (“the 1992 Act”)]; and</p> <p>b) For dwellings in those parts of its area to which a Parish Precept relates as in the attached Appendix 1.</p> <p>(2) That the Council Tax requirement for the Council’s own purposes for 2020/21 (excluding Parish Precepts and Special Expenses) is £7,417,247.</p>

Agenda Item No.	Agenda Item and Recommendations	Decision and Actions
	<p style="text-align: center;">in the attached Appendix 1.</p> <p>(2) That the Council Tax requirement for the Council's own purposes for 2020/21 (excluding Parish Precepts and Special Expenses) is £7,417,247.</p> <p>(3) That the following amounts be calculated for the year 2020/21 in accordance with Sections 31 to 36 of the 1992 Act:-</p> <p>a) £113,849,841 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the 1992 Act, taking into account all precepts issued to it by Parish Councils and any additional special expenses.</p> <p>b) £101,052,405 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the 1992 Act.</p> <p>c) £12,797,436 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 31A(4) of the 1992 Act, as its Council Tax requirement for the year (Item R in the formula in Section 31B of the 1992 Act).</p> <p>d) £230.34 being the amount at 3(c) above (Item R), all divided by Item T (6(a) above), calculated by the Council, in accordance with Section 31B of the 1992 Act, as the basic amount of its Council Tax for the year (including</p>	<p>(3) That the following amounts be calculated for the year 2020/21 in accordance with Sections 31 to 36 of the 1992 Act:-</p> <p>a) £113,849,841 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the 1992 Act, taking into account all precepts issued to it by Parish Councils and any additional special expenses.</p> <p>b) £101,052,405 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the 1992 Act.</p> <p>c) £12,797,436 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 31A(4) of the 1992 Act, as its Council Tax requirement for the year (Item R in the formula in Section 31B of the 1992 Act).</p> <p>d) £230.34 being the amount at 3(c) above (Item R), all divided by Item T (6(a) above), calculated by the Council, in accordance with Section 31B of the 1992 Act, as the basic amount of its Council Tax for the year (including Parish Precepts and Special Expenses);</p> <p>e) £5,380,189 being the aggregate amount of all special items (Parish Precepts and Special Expenses) referred to in</p>

Agenda Item No.	Agenda Item and Recommendations	Decision and Actions																																																												
	<p>Parish Precepts and Special Expenses);</p> <p>e) £5,380,189 being the aggregate amount of all special items (Parish Precepts and Special Expenses) referred to in Section 34(1) of the 1992 Act as per the attached Schedule 2.</p> <p>f) £133.50 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T(1(a) above), calculated by the Council, in accordance with Section 34(2) of the 1992 Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish Precept or special item relates;</p> <p>(4) It be noted that for the year 2020/21 the Oxfordshire County Council and the Police and Crime Commissioner for Thames Valley have issued precepts to the Council, in accordance with Section 40 of the 1992 Act, for each category of dwellings in the Council's area as indicated below :-</p> <table border="1" data-bbox="475 1503 932 2018"> <thead> <tr> <th><u>Valuation Band</u></th> <th><u>Oxfordshire County Council</u></th> <th><u>Police and Crime Commissioner for Thames Valley</u></th> </tr> <tr> <td></td> <td>£</td> <td>£</td> </tr> </thead> <tbody> <tr><td>A</td><td>1,018.29</td><td>144.19</td></tr> <tr><td>B</td><td>1,188.01</td><td>168.22</td></tr> <tr><td>C</td><td>1,357.72</td><td>192.25</td></tr> <tr><td>D</td><td>1,527.44</td><td>216.28</td></tr> <tr><td>E</td><td>1,866.87</td><td>264.34</td></tr> <tr><td>F</td><td>2,206.30</td><td>312.40</td></tr> <tr><td>G</td><td>2,545.73</td><td>360.47</td></tr> <tr><td>H</td><td>3,054.88</td><td>432.56</td></tr> </tbody> </table>	<u>Valuation Band</u>	<u>Oxfordshire County Council</u>	<u>Police and Crime Commissioner for Thames Valley</u>		£	£	A	1,018.29	144.19	B	1,188.01	168.22	C	1,357.72	192.25	D	1,527.44	216.28	E	1,866.87	264.34	F	2,206.30	312.40	G	2,545.73	360.47	H	3,054.88	432.56	<p>Section 34(1) of the 1992 Act as per the annex to the Minutes (as set out in the Minute Book).</p> <p>f) £133.50 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T(1(a) above), calculated by the Council, in accordance with Section 34(2) of the 1992 Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish Precept or special item relates;</p> <p>(4) That it be noted that for the year 2020/21 the Oxfordshire County Council and the Police and Crime Commissioner for Thames Valley have issued precepts to the Council, in accordance with Section 40 of the 1992 Act, for each category of dwellings in the Council's area as indicated below :-</p> <table border="1" data-bbox="1050 1267 1506 1783"> <thead> <tr> <th><u>Valuation Band</u></th> <th><u>Oxfordshire County Council</u></th> <th><u>Police and Crime Commissioner for Thames Valley</u></th> </tr> <tr> <td></td> <td>£</td> <td>£</td> </tr> </thead> <tbody> <tr><td>A</td><td>1,018.29</td><td>144.19</td></tr> <tr><td>B</td><td>1,188.01</td><td>168.22</td></tr> <tr><td>C</td><td>1,357.72</td><td>192.25</td></tr> <tr><td>D</td><td>1,527.44</td><td>216.28</td></tr> <tr><td>E</td><td>1,866.87</td><td>264.34</td></tr> <tr><td>F</td><td>2,206.30</td><td>312.40</td></tr> <tr><td>G</td><td>2,545.73</td><td>360.47</td></tr> <tr><td>H</td><td>3,054.88</td><td>432.56</td></tr> </tbody> </table> <p>(5) That the Council, in accordance with Sections 30 and 36 of the 1992 Act, hereby sets the amounts shown in the annex to the Minutes (as set out in the Minute Book) as the amounts of</p>	<u>Valuation Band</u>	<u>Oxfordshire County Council</u>	<u>Police and Crime Commissioner for Thames Valley</u>		£	£	A	1,018.29	144.19	B	1,188.01	168.22	C	1,357.72	192.25	D	1,527.44	216.28	E	1,866.87	264.34	F	2,206.30	312.40	G	2,545.73	360.47	H	3,054.88	432.56
<u>Valuation Band</u>	<u>Oxfordshire County Council</u>	<u>Police and Crime Commissioner for Thames Valley</u>																																																												
	£	£																																																												
A	1,018.29	144.19																																																												
B	1,188.01	168.22																																																												
C	1,357.72	192.25																																																												
D	1,527.44	216.28																																																												
E	1,866.87	264.34																																																												
F	2,206.30	312.40																																																												
G	2,545.73	360.47																																																												
H	3,054.88	432.56																																																												
<u>Valuation Band</u>	<u>Oxfordshire County Council</u>	<u>Police and Crime Commissioner for Thames Valley</u>																																																												
	£	£																																																												
A	1,018.29	144.19																																																												
B	1,188.01	168.22																																																												
C	1,357.72	192.25																																																												
D	1,527.44	216.28																																																												
E	1,866.87	264.34																																																												
F	2,206.30	312.40																																																												
G	2,545.73	360.47																																																												
H	3,054.88	432.56																																																												

Agenda Item No.	Agenda Item and Recommendations	Decision and Actions
	<p>(5) The Council, in accordance with Sections 30 and 36 of the 1992 Act, hereby sets the amounts shown in Appendix 2 as the amounts of Council Tax for the year 2020/21 for each part of its area and for each of the categories of dwellings.</p> <p>(6) The Council's basic amount of Council Tax for 2020/21 is not excessive in accordance with principles approved under Section 52ZB of the 1992 Act.</p> <p>(7) To approve the discounts and exemption set out below:</p> <ol style="list-style-type: none"> <li>1 Agree that in respect of properties within Class A and B as defined by the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (furnished chargeable dwelling that are not the sole or a main residence of an individual) the discount provided by Section 11a of the 1992 Act shall be zero.</li> <li>2 Agree that in respect of properties within Class C as defined by the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (a property that is unoccupied and substantially unfurnished) the discount provided by the Section 11A of the said Act shall be 25% for a period of 6 months and thereafter zero.</li> <li>3 Agree that in respect of properties within Class D as defined by the said Regulations (chargeable dwellings that are vacant and undergoing major repair work to render them habitable) the discount provided by Section 11A of the said Act shall be 25% for a period of 12 months and</li> </ol>	<p>Council Tax for the year 2020/21 for each part of its area and for each of the categories of dwellings.</p> <p>(6) That the Council's basic amount of Council Tax for 2020/21 is not excessive in accordance with principles approved under Section 52ZB of the 1992 Act.</p> <p>(7) That the following discounts and exemptions be approved:</p> <ol style="list-style-type: none"> <li>1 That in respect of properties within Class A and B as defined by the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (furnished chargeable dwelling that are not the sole or a main residence of an individual) the discount provided by Section 11a of the 1992 Act shall be zero.</li> <li>2 That in respect of properties within Class C as defined by the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (a property that is unoccupied and substantially unfurnished) the discount provided by the Section 11A of the said Act shall be 25% for a period of 6 months and thereafter zero.</li> <li>3 That in respect of properties within Class D as defined by the said Regulations (chargeable dwellings that are vacant and undergoing major repair work to render them habitable) the discount provided by Section 11A of the said Act shall be 25% for a period of 12 months and thereafter zero.</li> <li>4 That no council tax discount shall be applied to dwellings that are unoccupied and unfurnished for more than two years and that council tax payable on such properties is</li> </ol>

Agenda Item No.	Agenda Item and Recommendations	Decision and Actions
	<p>thereafter zero.</p> <p>4 Agree no council tax discount shall be applied to dwellings that are unoccupied and unfurnished for more than two years and that council tax payable on such properties is 200% (except for those properties which fall into prescribed Classes E and F).</p>	<p>200% (except for those properties which fall into prescribed Classes E and F).</p>
<p><b>13</b></p>	<p><b>Local Discretionary Business Rate Relief Scheme for 2020-2021</b></p> <p>Report of the Executive Director Finance (Interim)</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 2020-2021 (appendix 1).</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 2020-2021 (Annex to the Minutes as set out in the Minute Book) be approved.</p>
<p><b>14</b></p>	<p><b>Business Rates Retail Relief Policy</b></p> <p>Report of Executive Director of Finance (Interim)</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To note the contents of this report.</p> <p>1.2 To approve the Business Rates Retail Relief Policy (Appendix 1).</p>	<p><b>Resolved</b></p> <p>(1) That the contents of the report be noted.</p> <p>(2) That the adoption of the Business Rates Retail Relief Policy (Annex to the Minutes as set out in the Minute Book) be approved.</p>
<p><b>15</b></p>	<p><b>Business Rates Retail Pub Relief Policy</b></p> <p>Report of Executive Director of Finance (Interim)</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p>	<p><b>Resolved</b></p> <p>(1) That the contents of the report be noted.</p> <p>(2) That the adoption of the Business Rates Retail Pub Relief Policy (Annex to the Minutes as set out in the Minute Book) be approved.</p>



Agenda Item No.	Agenda Item and Recommendations	Decision and Actions
	<p>1.1 To note the contents of this report.</p> <p>1.2 To approve the proposed Business Rates Pub Relief Policy (Appendix 1).</p>	
<p><b>16</b></p>	<p><b>Partial Review of the Cherwell Local Plan 2011-2031 - Oxford's Unmet Housing Needs: Submission of Main Modifications</b></p> <p>Report of Assistant Director – Planning and Development</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To note the responses to the consultation on the Main Modifications summarised in the Statement of Consultation at Appendix 1.</p> <p>1.2 To note the supporting documents relevant to the preparation of the Main Modifications at Appendices 1 - 17 and those other documents listed at paragraph 3.28 of this report.</p> <p>1.3 To approve the Schedule of Main Modifications presented at Appendix 2.</p> <p>1.4 To approve the Minor Modifications at Appendix 3 and authorise the Assistant Director – Planning and Development to make any further changes he considers appropriate to minor or presentational issues.</p> <p>1.5 To approve the submission of the Modifications to the Secretary of State for Housing, Communities and Local Government for the continuance of the independent examination with all necessary prescribed and supporting documents.</p> <p>(Copies of representations can be found at the following link: <a href="#">Local Plan Proposed</a>)</p>	<p><b>Resolved</b></p> <p>(1) That, having given due consideration, the responses to the consultation on the Main Modifications summarised in the Statement of Consultation (Annex to the Minutes as set out in the Minute Book) be noted.</p> <p>(2) That, having given due consideration, the supporting documents relevant to the preparation of the Main Modifications, Appendices 1 - 17 of the report (Annexes to the Minutes as set out in the Minute Book) and those documents listed below be noted:</p> <ul style="list-style-type: none"> <li>• PR104 Cherwell Green Belt Study Second Addendum (September 2019)</li> <li>• PR105 Cherwell Water Cycle Study Addendum (September 2019)</li> <li>• PR106 Ecological Advice Cumulative Impacts Addendum (September 2019)</li> <li>• PR107 Habitat Regulations Assessment Stage 1 and Stage 2 Addendum (September 2019)</li> <li>• PR108 Landscape Analysis for PR09 (September 2019)</li> <li>• PR109 Transport Assessment Addendum (September 2019)</li> <li>• PR110 Site Capacity Sense Check (September 2019)</li> <li>• PR111 Local Plan Viability Assessment Addendum (September 2019)</li> <li>• PR112 Site Policy PR7b Stratfield Farm Highways Update (September 2019)</li> <li>• PR113a Sustainability Appraisal Addendum Non-technical Summary (September 2019)</li> </ul>

Agenda Item No.	Agenda Item and Recommendations	Decision and Actions
	<a href="#">Main Modification Consultation</a> )	<ul style="list-style-type: none"> <li>• PR113b Sustainability Appraisal Addendum (September 2019)</li> <li>• PR114 Statement of Consultation Amendment (November 2019)</li> <li>• PR115 Duty to Cooperate Addendum (September 2019)</li> <li>• PR116 Developer Submission PR6a</li> <li>• PR117 Developer Submission PR6b</li> <li>• PR118 Developer Submission PR6c</li> <li>• PR119 Developer Submission PR7a</li> <li>• PR120 Developer Submission PR7b</li> <li>• PR121a Developer Submission PR8 – Newcore Capital Management</li> <li>• PR121b Developer Submission PR8 – Smith and Smith</li> <li>• PR121c Developer Submission PR8 – The Tripartite</li> <li>• PR122 Developer Submission PR9</li> <li>• PR123 Developer Submission PR10</li> <li>• PR124 Additional Information on the Significance of Trees</li> <li>• PR125 Equality Impact Assessment (September 2019)</li> </ul> <p>(3) That, having given due consideration, the Schedule of Main Modifications (Annex to the Minutes as set out in the Minute Book) be approved.</p> <p>(4) That, having given due consideration, the Minor Modifications (Annex to the minutes as set out in the Minute Book) be approved and the Assistant Director – Planning and Development be authorised to make any further changes he considers appropriate to minor or presentational issues.</p>

Agenda Item No.	Agenda Item and Recommendations	Decision and Actions
		<p>(5) That, having given due consideration, the submission of the Modifications to the Secretary of State for Housing, Communities and Local Government for the continuance of the independent examination with all necessary prescribed and supporting documents be approved.</p>
<p><b>17</b></p>	<p><b>Appointment of Section 151 Officer</b></p> <p>Report of Chief Executive</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To appoint Lorna Baxter as the Council's S151 Officer with effect from 25 February 2020.</p>	<p><b>Resolved</b></p> <p>(1) That Lorna Baxter be appointed as the Council's Section 151 (S151) Officer with effect from 25 February 2020.</p>
<p><b>18</b></p>	<p><b>Members' Allowances 2020/2021</b></p> <p>Report of Director Law and Governance</p> <p><b>Recommendations</b></p> <p>The meeting is recommended to:</p> <p>1.1 Consider the levels of allowances to be included in the 2020/2021 Members' Allowances Scheme, and whether the Panel's recommendations should be adopted or modified in any way</p> <p>1.2 Authorise the Director Law and Governance to prepare an amended Members' Allowances Scheme, in accordance with the decisions of the Council for implementation with effect from 1 April 2020.</p> <p>1.3 Authorise the Director Law and Governance to take all necessary action to revoke the current (2019/2020) Scheme and to publicise the revised Scheme pursuant to The Local Authorities (Members's Allowances) (England) Regulations 2003 (as</p>	<p><b>Resolved</b></p> <p>(1) That, having given due consideration to the levels of allowances to be included in the 2020/2021 Members' Allowances Scheme, the Independent Remuneration Panel's recommendations, as set out below, be adopted:</p> <ul style="list-style-type: none"> <li>• That the Basic Allowance be increased in line with the staff cost of living increase rounded either up or down, whichever is closest, to give 12 equal payments. The staff pay negotiations for 2020/2021 have not yet commenced, so when the award is finalised, the increase should be backdated to the beginning of the financial year 2020/2021, 1 April 2020</li> <li>• That all Special Responsibility Allowance (SRAs) be increased in line with the staff cost of living increase rounded either up or down, whichever is closest, to give 12 equal payments, and payment</li> </ul>

Agenda Item No.	Agenda Item and Recommendations	Decision and Actions
	<p>amended).</p> <p>1.4 Thank the Independent Remuneration Panel for its report and set a fee of £300 for Panel Members for the work carried out on this review for 2019/2020 and propose the same level of fee for any reviews carried out in 2020/2021 capped at a maximum of £1200, which will be funded from within the Council's existing budgets.</p>	<p>backdated to the beginning of the financial year 2020/2021, 1 April 2020.</p> <ul style="list-style-type: none"> <li>• That the co-optee and Independent Person allowances be increased in line with the staff cost of living increase rounded either up or down, whichever is closest, to give 12 equal payments, and payment backdated to the beginning of the financial year 2020/2021, 1 April 2020.</li> <li>• That there be no increase in the rate of Dependent Carers' and Childcare Allowances.</li> <li>• That there be no change to Travelling and Subsistence Allowances.</li> <li>• That Democratic Services should continue to book overnight accommodation</li> <li>• That Non-Executive Director allowances be increased in line with the staff cost of living increase rounded either up or down, whichever is closest, to give 12 equal payments, and payment backdated to the beginning of the financial year 2020/2021, 1 April 2020, should a settlement not be agreed to that date.</li> </ul> <p>(2) That the Director Law and Governance be authorised to prepare an amended Members' Allowances Scheme, in accordance with the decisions of the Council for implementation with effect from 1 April 2020.</p> <p>(3) That the Director Law and Governance be authorised to take all necessary action to revoke the current (2019/2020) Scheme and to publicise the revised Scheme pursuant to The Local Authorities (Members's Allowances) (England) Regulations 2003 (as amended).</p> <p>(4) That the Independent Remuneration Panel be thanked</p>

Agenda Item No.	Agenda Item and Recommendations	Decision and Actions
		<p>for its report and a fee of £300 for Panel Members be set for the work carried out on this review for 2019/2020 and propose the same level of fee for any reviews carried out in 2020/2021 capped at a maximum of £1200, which will be funded from within the Council's existing budgets.</p>
<p><b>19</b></p>	<p><b>Amendments to Proportionality Calculations and Committee Membership</b></p> <p>Report of Chief Executive</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To note the amended constitution of Political Groups.</p> <p>1.2 To note the amended allocation of seats on committees that are subject to the political balance requirements as set out in Table 1.</p> <p>1.3 To note the amended allocation of seats on committees that are not subject to political balance requirements as set out in Table 2.</p> <p>1.4 To note the amendments to committee membership, as advised by the respective Spokespersons of the Independent Group and Progressive Oxfordshire Group (to follow).</p>	<p><b>Resolved</b></p> <p>(1) That the amended constitution of Political Groups: 31 Conservative (65%); 9 Labour (19%); 4 Progressive Oxfordshire (8%); 3 Independent (6%) and 1 vacant seat (2%), be noted.</p> <p>(2) That the amended allocation of seats on committees that are subject to the political balance requirements be noted.</p> <p>(3) That the amended allocation of seats on committees that are not subject to political balance requirements be noted.</p> <p>(4) That the following amendments to committee membership, as advised by the respective Spokespersons of the Independent Group and Progressive Oxfordshire Group:</p> <p><b>Accounts, Audit and Risk Committee</b> Remove: Councillor Les Sibley Add: Councillor Conrad Copeland</p> <p><b>Appeals Panel</b> Remove: Councillor Ian Middleton Add: Councillor John Broad</p> <p><b>Joint Shared Services and Personnel Committee</b> Remove: Councillor Les Sibley (and named substitute, Councillor John Broad) Add: Councillor Ian Middleton (and named substitute, Councillor Conrad Copeland)</p>

<b>Agenda Item No.</b>	<b>Agenda Item and Recommendations</b>	<b>Decision and Actions</b>
		<p><b>Planning Committee</b>  Remove: Councillor John Broad as Committee Member and Councillor Fraser Webster as named substitute  Add: Councillor John Broad as substitute  Add: Add: Councillor Conrad Copeland (and named substitute, Councillor Nick Cotter)</p> <p><b>Joint Arrangements Steering Group</b>  Remove: Councillor John Broad (and named substitute, Councillor Les Sibley)  Add: Councillor Ian Middleton (and named substitute, Councillor Conrad Copeland)</p> <p><b>Partnership Working Group</b>  Remove: Councillor Les Sibley (and named substitute, Councillor John Broad)  Add: Councillor Ian Middleton (and named substitute, Councillor Conrad Copeland)</p>