



Meeting of Council

Monday 20 July 2020

Members of Cherwell District Council,

A meeting of Council will be held as a Virtual meeting on Monday 20 July 2020 at 6.30 pm, and you are hereby summoned to attend.

Yvonne Rees
Chief Executive

Friday 10 July 2020

AGENDA

1 Apologies for Absence

2 Declarations of Interest

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3 Communications (Pages 7 - 8)

To receive communications from the Chairman and/or the Leader of the Council.

4 Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

Addresses may be presented by:

- A Local Government elector for the area,
- A person who is wholly or mainly resident in the area,
- A Council Taxpayer or National Non-Domestic Ratepayer for the area

Addresses must be on an item on the Agenda before the meeting and not exceed 5 minutes. No person may address more than one meeting on any particular issue.

Requests to address the meeting (including the reason for the address) should be submitted to democracy@cherwellandsouthnorthants.gov.uk The deadline for petitions and requests to address this meeting is noon on Friday 17 July 2020.

Full details of public participation at meetings in available in the Constitution.

5 Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

6 Minutes of Council (Pages 9 - 16)

To confirm as a correct record the Minutes of Council held on 20 May 2020.

7 Minutes

- a) Minutes of Executive, Lead Member Decisions and Executive Decisions not included in the 28 day notice

The Leader of the Council to formally propose that the minutes of the meetings of the Executive and Lead Member Decisions as set out in the Minute Book (circulated separately) be received and to report that since the last meeting of Council held on 24 February 2020, one key decision has been taken which was not included in the 28 day notice. This related to Discretionary Business Grant Fund Policy.

- b) Minutes of Committees

The Leader of the Council to formally propose that the minutes of committees as set out in the Minute Book (circulated separately) be received.

8 Questions (Pages 17 - 18)

- a) Written Questions

Three written questions have been submitted with advance notice in accordance with the Constitution. These are attached to the agenda.

Question from:	Question topic:
Councillor Conrad Copeland	Castle Quay
Councillor Ian Middleton	Climate Emergency Motion
Councillor Perran Moon	Coronavirus

A written response to the questions will be published on the working day before the meeting.

The Member who submitted the written question may ask a supplementary question provided it is relevant to the reply and does not introduce any new matter. The Member to whom the question was addressed may reply to such supplementary question or undertake to reply in writing.

b) Questions to the Leader of the Council

The Chairman to invite questions to the Leader of the Council (including any matters arising from the minutes).

Following a response to their question being provided Members will be entitled to a follow up or supplementary question.

** In line with the virtual meeting procedure rules, any Member wishing to ask a question of the Leader (including on the minutes of Executive) must notify democracy@cherwellandsouthnorthants.gov.uk by noon on the day of the meeting. It is not required for the topic to be notified. No questions without notice will be permitted **

c) Questions to Committee Chairmen on the Minutes

The Chairman to invite questions to Chairmen of Committees on any matter arising from the minutes of their committee (if any).

** In line with the virtual meeting procedure rules, any Member wishing to ask a question of a Chairman of a Committee on any matter arising from the minutes of their committee must notify democracy@cherwellandsouthnorthants.gov.uk by noon on the day of the meeting. It is not required for the topic to be notified. No questions without notice will be permitted **

9 Motions (Pages 19 - 22)

To debate the following motions which have been submitted with advance notice, in accordance with the Constitution (to be debated in the order submitted).

Topic	Proposer	Secunder
Councillor Hannah Banfield	Councillor Dan Sames	Peat-free Compost
Councillor Sean Woodcock	TBC	Brighter Futures Banbury
Councillor Barry Wood	TBC	Black Lives Matter
Councillor Ian Middleton	Councillor John Broad	Government Covid-19 Recovery Plan
Councillor Conrad Copeland	Councillor Katherine Tyson	Motion to Guarantee Democratic Accountability in 2021

Please note that the deadline to submit motions has passed. The deadline for Members to submit amendments to motions is noon on Thursday 16 July 2020. Any amendments submitted will be published as a supplement to the agenda on the afternoon of Friday 17 July 2020. Amendments for motions will be dealt with in the order submitted.

Council Business Reports

10 Amendments to Proportionality Calculations and Committee Membership and Outside Body Representative (Pages 23 - 28)

Report of Chief Executive

Purpose of report

To note the amendments to the constitution of political groups and amendments to the proportionality calculations and committee membership arising from a change to political Group membership. To appoint a new Cherwell District Council representative to the Oxfordshire Joint Health Overview and Scrutiny Committee.

Recommendations

The meeting is recommended:

- 1.1 To note the amended constitution of Political Groups.
- 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.
- 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.
- 1.4 To note the amendments to committee membership, as advised by the respective Leaders of the Independent Group, Progressive Oxfordshire Group and Conservative Group (to follow).
- 1.5 To appoint a representative to the Oxfordshire Joint Health Overview and Scrutiny Committee.

11 Move-on Plans for Homeless People Accommodated During the Pandemic (Pages 29 - 32)

Report of Assistant Director, Housing and Social Care Commissioning

Purpose of Report

The purpose of the report is to outline our plans for helping people accommodated in hotels during the pandemic to move on to settled or interim accommodation and to recommend to Council that budget provision be made to cover these costs.

Recommendations

The meeting is recommended to:

- 1.1 Make budget provision of £150,000 in 2020/21 to cover the cost of supporting homeless people to move-on from emergency accommodation post-pandemic, should alternative funding be unavailable.

12 **Overview and Scrutiny Committee Annual Report 2019/2020**

** Please note that this report will follow after it has been considered by the Overview and Scrutiny Committee at their meeting of Tuesday 14 July 2020 **

Report of Monitoring Officer (Interim)

Purpose of report

This report presents the Overview and Scrutiny Annual Report for 2019/2020.

Recommendations

The meeting is recommended:

- 1.1 To note the contents of the Overview and Scrutiny Annual Report 2019/2020.

13 **Amendments to the Officer Scheme of Delegation**

** Please note that this report will follow as it is currently being reviewed and finalised to ensure it encapsulates all recent legislation **

Report of Corporate Director Commercial Development, Assets and Investment & Monitoring Officer (Interim)

14 **Capital Programme Virement - Graven Hill (Pages 33 - 36)**

Report of Director of Finance

Purpose of report

To approve the virement of capital programme funding to support a Graven Hill development pilot part exchange scheme, recently approved by the Shareholder Committee.

Recommendations

The meeting is recommended:

- 1.1 To approve the virement of £2m from the existing ceased Bespoke Mortgage Scheme capital programme to finance a loan arrangement with Graven Hill Village Development Limited to support the offering of pilot part exchange scheme.

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwellandsouthnorthants.gov.uk or 01295 221589 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections
democracy@cherwellandsouthnorthants.gov.uk, 01295 221589

CHAIRMAN'S ATTENDANCE REPORT

25 February 2020 – 20 July 2020

- 29 February The Chairman and his wife attended the Banbury Town Mayor's Charity Dinner at Banbury Town Hall. The event was held to raise funds for the Mayor's chosen charities.
- 7 March The Chairman and his wife attended the Mayor of Didcot's Charity Dinner. The James Bond themed event was held at Didcot Civic Hall and was raising funds for the Mayor's charities – Make a Wish UK and Secret Santa 365.
- 14 March The Mayor of Bicester held his Charity Ball at the Bicester Hotel Golf and Spa. The Chairman and his wife attended the event which was raising funds for the Mayor's charities – OYAP Trust, Alexandra House of Joy, Nais House and Bicester Fire Cadets.
- 15 March The Chairman and his wife attended the Lord Mayor of Oxford's Charity Banquet and Live Music Event which was held at the Tree Hotel, Iffley and was raising funds for the Mayor's charities – Asylum Welcome and Low Carbon Hub.

Due to Covid-19 restrictions and following Government guidelines, all other events due to be attended were cancelled or postponed. This included the Chairman's own Charity Dinner which was due to be held on Saturday 21 March. It is hoped that this can be rearranged in the future, when restrictions allow, in order to raise vital funds for the Chairman's chosen charities which are – Katharine House Hospice, ROSY (Respite Care for Oxfordshire's Sick Youngsters) and ARCh (Assisted Reading for Children).

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Cherwell District Council

Council

Minutes of an extraordinary meeting of the Council held as a virtual meeting on 20 May 2020 at 6.30 pm

Present: Councillor David Hughes (Chairman)
Councillor Hannah Banfield (Vice-Chairman)

Councillor Andrew Beere
Councillor Nathan Bignell
Councillor Maurice Billington
Councillor Mike Bishop
Councillor John Broad
Councillor Hugo Brown
Councillor Phil Chapman
Councillor Mark Cherry
Councillor Colin Clarke
Councillor Conrad Copeland
Councillor Ian Corkin
Councillor Nick Cotter
Councillor Surinder Dhesi
Councillor John Donaldson
Councillor Sean Gaul
Councillor Timothy Hallchurch MBE
Councillor Chris Heath
Councillor Simon Holland
Councillor Shaida Hussain
Councillor Tony Ilott
Councillor Mike Kerford-Byrnes
Councillor James Macnamara
Councillor Kieron Mallon
Councillor Nicholas Mawer
Councillor Andrew McHugh
Councillor Tony Mephram
Councillor Ian Middleton
Councillor Perran Moon
Councillor Richard Mould
Councillor Cassi Perry
Councillor Lynn Pratt
Councillor George Reynolds
Councillor Barry Richards
Councillor Dan Sames
Councillor Les Sibley
Councillor Katherine Tyson
Councillor Tom Wallis
Councillor Douglas Webb
Councillor Fraser Webster
Councillor Lucinda Wing
Councillor Barry Wood
Councillor Sean Woodcock

Apologies for absence: Councillor Carmen Griffiths
Councillor Jason Slaymaker
Councillor Bryn Williams

Officers: Yvonne Rees, Chief Executive
Steve Jorden, Corporate Director Commercial Development,
Assets & Investment & (Interim) Monitoring Officer
Lorna Baxter, Director of Finance & Section 151 Officer
Nick Graham, Director of Law and Governance / Monitoring
Officer
Natasha Clark, Governance and Elections Manager

1 **Welcome**

The Chairman welcomed councillors, officers and members of the public and press to this extraordinary and historic meeting of Full Council explaining that this was the first time that a virtual meeting involving all Members had been held. In these difficult times it was very good that Members could still meet to ensure the important work of local democratic decision-making continued.

On behalf of Council, the Chairman thanked officers in ICT and Democratic Services, who had worked hard to facilitate the meeting and other virtual Council meetings that were taking place.

The Chairman introduced the Vice-Chairman, Councillor Hannah Banfield, and explained that if he had any technical issues and had to drop out of the meeting, Councillor Banfield would take the Chair until he was reconnected.

The Chairman reminded Members of the protocol and etiquette for virtual meetings.

2 **Declarations of Interest**

10. Appointment of Interim Monitoring Officer.
Steve Jorden, Declaration, as he was to be proposed to be appointed Monitoring Officer for Cherwell District Council on an interim basis and would leave the meeting for the duration of the item.

3 **Communications**

Covid-19

The Chairman made the following statement:

“Twelve months ago, when I took on the role of Chairman of Cherwell District Council, I could not have imagined my year ending in the unprecedented times the world now finds itself in, in light of the Covid-19 pandemic.

Since May 2019 I have been lucky enough to spend time with different services and have seen the excellent work our council officers provide and are continuing to provide at this difficult time.

If there is one positive thing that has come out of this pandemic it is the way that the community has come together that reflects very well on our district and the wider area. People have found ways – often with excellent help from the council – to do valuable work in their communities while still complying with national guidelines to keep them and others safe from the virus.

Across the district, people have come together, and I would like to recognise the significant contribution made by volunteers and commend them for their ongoing and tireless efforts.

I'm sure Members will join me in also paying tribute to our dedicated staff, who have responded magnificently to the challenges presented. The flexibility and responsiveness with which teams across the council have adapted over the past weeks has been exemplary and has enabled crucial services to continue to be delivered as close to normal.

We as councillors have benefitted from the efforts of the IT team, who have enabled us to do our jobs from home representing the interests of our local residents.

We are here this evening at our first full council meeting since Covid-19 changed our everyday lives. It is good to see the world of democracy overcoming the challenges and restrictions we are living with. Social distancing is likely to be with us for some time to come so I imagine our roles as councillors and the democratic process will need to continue to adapt throughout 2020.

My thanks once again to our staff, to you as councillors and the residents of Cherwell for your hard work and dedication and support to others during these difficult times. Please do look after yourselves and stay safe.”

Councillor Wood, Leader of the Conservative Group, Councillor Woodcock, Leader of the Labour Group, Councillor Tyson, Leader of the progressive Oxfordshire Group, and Councillor Sibley, Leader of the Independent Group, each addressed Council echoing the comments of the Chairman and extending their gratitude to officers, partners, communities, voluntary organisations and all residents who had, and continued, to support residents across the district during this unprecedented time.

Tony Brace, former Chief Executive of Cherwell District Council

The Chairman referred to the sad passing of Tony Brace, former Chief Executive of Cherwell District Council (CDC), on 9 May 2020

Mr Brace dedicated his working life to local government, coming to Banbury from Bicester Urban Council in 1973 to become the first Chief Executive of Cherwell District Council, with the task of building the new council out of the former, small authorities. Mr Brace remained Chief Executive until 1991.

Mr Brace was a member of the Freemasons in Bicester when he took up his post at CDC and he joined Banbury Rotary Club in 1979.

Mr Brace was also a tireless worker for community causes. He was Patron of Banbury Operatic Society and President of the Volunteer Bureau. After his retirement from CDC, Mr Brace continued his community interests and worked at Katherine House Hospice.

A Thanksgiving Service for Mr Brace would be held in due course. In the meantime, on behalf of the council, the Chairman extended condolences to Mr Brace's wife and family.

A number of Members paid tribute to Mr Brace.

Members held a period of silence in memory of Mr Tony Brace, Cherwell District Council's first Chief Executive.

Annual Meeting

The Chairman explained that Members should today have been attending the Annual Meeting and he would have been passing on the Chairman's chains. In light of the current situation, an Extraordinary Council meeting to deal with some essential items of business rather than the Annual Meeting was being held. As an Extraordinary Meeting, the minutes of committees were not taken and there were no questions or motions on the agenda. These items would be included on the agenda at the next scheduled Council meeting on 20 July.

The Chairman confirmed that the usual meeting procedure rules apply in terms of Members speaking on items, including the length of speeches were still applicable.

The Chairman advised that this would be covered in more detail at agenda item 7, and confirmed that as the Annual Meeting was not being held, there would be no changes to committee membership, committee Chairmen and Vice-Chairmen or Council appointed outside body representatives.

VE Day Celebrations

The Chairman referred to the 75th anniversary of VE Day and the celebrations that had been due to take place on Friday, 8 May, which sadly but understandably had to be cancelled.

The Chairman commented that he and many Members would have been involved a number of celebrations around the County and hoped Members had still managed to mark the occasion and pay gratitude to those who fought at home and abroad during the second world war. The Chairman further commented that the country would be able to commemorate those whose war did not end in May when the 75th anniversary of VJ Day was commemorated in August.

Nick Graham, Monitoring Officer

The Chairman reported that this was the Director Law and Governance & Monitoring Officer, Nick Graham's last Council meeting as he would be leaving Cherwell District Council and Oxfordshire County Council in June to take up a role in the newly created Buckinghamshire Council.

Mr Graham had been Monitoring Officer at CDC since October 2018. On behalf of Council, the Chairman thanked the Director Law and Governance & Monitoring Officer for his service to the Council and wished him all the best in his new role. The Chairman added his personal thanks for the support the Director Law and Governance had given him during some challenging Council meetings.

4 **Petitions and Requests to Address the Meeting**

The Chairman advised the meeting that there were no petitions but there was one request to address the meeting, on agenda item 8, Community Governance Review for Adderbury. The public speaker would be able to speak for up to 5 minutes and would be called to address the meeting at the start of the relevant agenda item.

5 **Urgent Business**

There were no items of urgent business.

6 **Minutes of Council**

The minutes of the meeting held on 24 February 2020 were agreed as a correct record, to be signed by the Chairman in due course.

7 **Constitution Changes**

The Director Law and Governance & Monitoring Officer submitted a report to advise Council of proposed temporary changes necessary for the effective running of remote meetings during the restrictions brought about by the corona virus pandemic. The changes were in line with, and gave practical effect to, The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 that came into force on 4 April 2020. The Regulations enabled all local authority meetings before 7 May 2021 to be held remotely and removed the requirement for the annual meeting this year.

Resolved

- (1) That the Virtual Meetings Procedure Rules (annex to the Minutes as set out in the Minute Book) and Councillor Protocol for Virtual Meetings (annex to the Minutes as set out in the Minute Book) that the Monitoring Officer has drafted following publication of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 to give effect to the principles of open decision making and public engagement be noted.
- (2) That it be agreed to postpone the holding of an Annual Council meeting until the scheduled Annual Council meeting in May 2021.

- (3) That the Monitoring Officer, in consultation with the Chairman of Council, be authorised to make minor changes to the process and, as necessary, the Constitution in light of the practical experience of remote working and virtual meetings.

8 **Community Governance Review for Adderbury**

Prior to Council considering the report, Denise Mobbs, on behalf of West Adderbury Residents Association, addressed the meeting.

The Chief Executive submitted a report to provide details of a Community Governance Review to be undertaken for Adderbury and requested the formation of a Community Governance Review Working Group. The report also sought approval of the Terms of Reference for the review with authority delegated to the Chief Executive, in consultation with the working group, to make minor amendments to the Terms of Reference and timetable for the review, if required.

Resolved

- (1) That the Terms of Reference for the Adderbury Community Governance Review (annex to the Minutes as set out in the Minute Book) be approved.
- (2) That authority be delegated to the Chief Executive, in consultation with group leaders/spokespeople, to appoint two members from each of the Conservative and Labour groups, and one member from each of the Progressive Oxfordshire and Independent groups, to a Community Governance Review working group.
- (3) That authority be delegated to the Chief Executive, in consultation with the Community Governance Review working group, to make minor amendments to the Terms of Reference, including the timetable for the review, if required.

9 **Pension Fund - Advance Payment**

The Director of Finance submitted a report to consider and approve advance payments to the Oxfordshire Pension Fund in order to lower the overall cost over a three-year period.

Resolved

- (1) That, having given due consideration, making an advance payment at the end of May 2020 of £3.4m to the Oxfordshire Pension Fund covering the payments due of £1.7m for 2021/22 and 2022/23, reducing the overall cost to the Council be approved.

10 **Appointment of Interim Monitoring Officer**

The Chief Executive submitted a report to appoint a Monitoring Officer on an interim basis in place of Nick Graham, Director Law and Governance and current Monitoring Officer, who would leave his employment with Cherwell District Council in June 2020.

Resolved

- (1) That Steve Jordan be appointed as the Council's Monitoring Officer on an interim basis with effect from 11 June 2020.

11 **Dispensations**

The Chairman advised Council that no Member had requested a dispensation and therefore this item was not required.

The meeting ended at 7.30 pm

Chairman:

Date:

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Council

Monday 20 July 2020

Agenda Item 9 (a), Written Questions

Question From: Councillor Conrad Copeland

Question To: Leader of the Council, Councillor Barry Wood

Topic: Castle Quay

Question

“Given the new economic realities and the increased economic uncertainty of the Covid-19 crisis, is there an updated risk assessment available to councillors for the Castle Quay development that takes into account the potential vulnerabilities of each tenant and any concessions that may need to be offered to them to maintain their presence in the centre?”

Question From: Councillor Ian Middleton

Question To: Leader of the Council, Councillor Barry Wood

Topic: Climate Emergency Motion

“A year ago this council passed a climate emergency motion promising a plan within 6 months and tangible action after that.

The motion made reference to the fact that we only had 10 years to set the planet on a course that would avoid climate meltdown. We now only have 9 years left to prevent that outcome. Yet in that time we have done next to nothing, while continuing to support fossil fuel investments and the destruction of our green belt.

The only palpable moves towards increasing the council’s commitment to decarbonisation and climate change mitigation amount to little more than tokenism. There have been some paltry budget allocations, much of which was already in the pipeline anyway, and the engagement of environmental consultants whose narrow remit avoids much of the council’s work in areas such as planning and development – a major cause of environmental degradation in Cherwell. We need to go further than that.

Whilst I appreciate the past 6 months we have been overtaken by events, climate change has not stood still. There should have been more progress made towards



the goals set out in our climate emergency motion. COVID-19 has been one of the greatest threats our planet has faced, but it will be nothing compared to the misery, death and destruction that future generations will face if we don't halt climate change now.

When are we going to see coherent policies, leadership and action on meeting the commitments this council unanimously voted for in 2019?"

Question From: Councillor Perran Moon

Question To: Leader of the Council, Councillor Barry Wood

Topic: Coronavirus

"As the UK is released from Coronavirus lockdown, the threat of local outbreaks such as that experienced in Leicester, has increased. The Oxfordshire Local Action Control Plan, while heavy on 'aims', 'objectives' and 'themes', does not actually contain a coherent Action Plan! Can Cherwell District Council please confirm what specific actions would be taken by this Council, in the event of a local spike in positive cases of coronavirus in our area?"

Further, our area employs many thousands of people in small and micro businesses which have had to temporarily shut during the coronavirus outbreak. The window for the application of the Cherwell District Council discretionary grant scheme was less than 2 weeks and many of our local businesses missed out, as they were simply not aware of it. For those businesses not eligible for the Retail, Hospitality and Leisure grant and which are not 'rateable', what additional support is Cherwell District Council offering, to prevent hundreds of local small businesses collapsing, with the consequent loss of jobs in our area?"



Council

Monday 20 July 2020

Agenda Item 9, Motions

(To be debated in the order submitted)

Motion Proposer: Councillor Hannah Banfield

Motion Seconder: Councillor Dan Sames

Topic: Peat Free Compost

Motion

“Peatlands located within the UK and The Republic Of Ireland, play a vital role in absorbing and storing large amounts of carbon dioxide and thus help to mitigate climate change. This council agrees that any supplier of our bedding plants at this time and in the future will from this juncture use no more than 50% peat compost within the cultivation of our plants and that the suppliers of our bedding plants now and in the future must make the commitment to be peat-free as soon as practicable and most definitely by 2030. In making this commitment we will conserve this diminishing natural resource and help to safeguard our peatlands.

This Council agrees that officers will investigate sustainable alternatives in relation to the design and planting of our bedding schemes which will include perennial plants that are cost-effective, insect-friendly, and attractive to pollinators.”

(NB. The motion on this matter submitted by Councillor Banfield to the 24 February 2020 Council meeting which was adjourned due to it having budgetary implications was withdrawn having been considered at the 6 July 2020 Executive, agenda item 8 available at the following link [Executive agenda](#))

Motion Proposer: Councillor Sean Woodcock

Motion Seconder: TBC

Topic: Brighter Futures Banbury

Motion

"This council notes with alarm that in the last three years this district recorded the biggest increase in child poverty in the whole of Oxfordshire.

This council agrees that 1 in 8 children living below the poverty line in Cherwell is completely unacceptable.

Further, with the economic impact of the COVID-19 pandemic anticipated to be extremely negative, this council understands that unless urgent remedial action is taken the Cherwell child poverty crisis is only likely to get worse.

Thus, this council commits to the following in order to help tackle our child poverty crisis:-

- Restarting the 'Brighter Futures' programme at the earliest possible opportunity with the appointment of a dedicated Lead Member and regular reporting to this council's committees and Executive.
- Carrying out an urgent study across the district on the causes and impact of child poverty locally. This study will be completed within 6 months.
- Drawing up an action plan to tackle child poverty, working with other authorities and agencies to understand best practices and how to implement them, within 6 months of the completion of this study."

Motion Proposer: Councillor Barry Wood

Motion Seconder: TBC

Topic: Black Lives Matter

Motion

"This Council notes recent national awareness around the Black Lives Matter Movement.

This Council believes that of course all lives matter but knows that the evidence points to BAME communities being particularly vulnerable to deprivation, poorer life chances and racism. This is reflected in, among other indicators, disproportionate deaths from Covid 19.

The Council has a good record with things like help for the Sunshine Centre, the Bretch Hill Centre, the FAST programme and Banbury Brighter Futures, but a good Council always refreshes and updates its work.

To that end the Council resolves to request Officers to consider an engagement exercise with BAME communities and individuals to effectively listen to their experience of life in our District and to bring back recommendations to Scrutiny and the Executive for consideration by Members."

Motion Proposer: Councillor Ian Middleton

Motion Seconder: Councillor John Broad

Topic: Government Covid-19 Recovery Plan

Motion

Boris Johnson recently announced his plan for recovery from the COVID-19 crisis is to Build! Build! Build!

This blunt aspiration carries the potential to override local democracy on planning, damage the environment, destroy wildlife habitats and harm both our rural and urban communities with more roads and cars, and yet more unnecessary development on green field sites. Our eco-systems and our health are going to be sacrificed on the altar of growth in the pursuit of inward investment at all costs. This is surely not in the best interests of the people we represent. We have an opportunity now to learn the lessons of the past. A socially just and green recovery will create a better future for our planet and everyone on it. Let's build back better!

This council calls on government to :

- Work towards ensuring everyone has access to wholesome food, free healthcare, income and job security, affordable zero carbon housing, renewable energy, superfast broadband, public transport, clean air and green spaces.
- Acknowledge the value of our carers and educators by protecting and investing in our NHS, social care, schools, colleges and early years care
- Protect genuine local democracy on planning matters.
- Restructure public and private finance to give power to local communities and guarantee sufficient funding to councils to provide high quality local services for everyone.
- Decarbonise the economy and create thousands of new, well-paid, secure jobs in green industries.
- Ensure that the longer-term recovery will guarantee human rights and prevent environmental damage, injustice and conflict.

Motion Proposer: Councillor Conrad Copeland

Motion Seconder: Councillor Katherine Tyson

Topic: Motion to Guarantee Democratic Accountability in 2021

Motion

Government has undertaken to present a White Paper on Devolution this year. Regardless of any proposed changes or reorganisation of local authorities, democratic accountability remains fundamental to local representation and government. Democratic accountability is important in the consultation process on any proposals contained in the White Paper.

Oxfordshire County Council Leader, Ian Hudspeth, tabled a motion which calls on the Leader to write to the Secretary of State requesting that the 2021 county elections be delayed until 2022.

It is democratically deficient to go years without filling empty seats. Cherwell must endeavour to make sure that our residents are not democratically silenced by not holding elections.

Coronavirus Act 2020, section 61 gives the Secretary of State power to delay elections taking place before 5 May 2021; subsection (5) states that the date for postponed elections cannot fall after 6 May 2021.

The schedule for local elections conforms to these rules within the legislation. Further, current District Council elections are scheduled for 6 May 2021, outside of the window for further delay.

Therefore, Cherwell District Council opposes any further delay to local elections.

Council asks the Leader of the Council to write to the Secretary of State to request that local elections at all levels of local government proceed as planned in May 2021.

Council guarantees that seats scheduled for election will take place on 6 May 2021, or as soon thereafter as it is safe to do so, through byelection or other means, notwithstanding any delay of formal elections.

Cherwell District Council

Council

20 July 2020

<p>Amendments to Proportionality Calculations and Committee Membership and Outside Body Representative</p>

Report of Chief Executive

This report is public

Purpose of report

To note the amendments to the constitution of political groups and amendments to the proportionality calculations and committee membership arising from a change to political Group membership. To appoint a new Cherwell District Council representative to the Oxfordshire Joint Health Overview and Scrutiny Committee.

1.0 Recommendations

The meeting is recommended:

- 1.1 To note the amended constitution of Political Groups.
- 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.
- 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.
- 1.4 To note the amendments to committee membership, as advised by the respective Leaders of the Independent Group, Progressive Oxfordshire Group and Conservative Group (to follow).
- 1.5 To appoint a representative to the Oxfordshire Joint Health Overview and Scrutiny Committee.

2.0 Introduction

- 2.1 On 18 June 2020 the Progressive Oxfordshire Spokesperson, Councillor Tyson, and Councillor Broad advised the Proper Officer that Councillor Broad had decided to leave the Independent Group and join the Progressive Oxfordshire Group.
- 2.2 A Member changing political group requires a review of the allocation of seats on committees and changes to committee membership to be made if necessary. This

is reported to the next scheduled Council meeting and effective from the date of that meeting.

3.0 Report Details

Proportionality and Committee Membership

3.1 The current constitution of Council (48 members) is:

- 31 Conservative (65%)
- 9 Labour (19%)
- 4 Independent (8%)
- 2 Liberal Democrat (4%)
- 1 Green (2%)
- 1 Vacancy (2%)

3.2 In May 2019 the four Independent councillors notified the Chief Executive they had formed the Independent Group. The two Liberal Democrat councillors and one Green councillor notified the Chief Executive they had formed the Progressive Oxfordshire Group. Proportionality and committee appointments were made including these Groups, alongside the Conservative Group and Labour Group and subsequently updated in February 2020 when an Independent councillor left the Independent Group and joined the Progressive Oxfordshire Group. .

3.3 As a result of Councillor Broad leaving the Independent Group and joining the Progressive Oxfordshire Group, the current political groupings of Council for committee allocations is:

- | | % of seats |
|---------------------------|------------|
| 31 Conservative | 65% |
| 9 Labour | 19% |
| 5 Progressive Oxfordshire | 10% |
| 2 Independent | 4% |
| 1 Vacant | 2% |

3.4 In light of the amended seat percentage entitlement, Table one sets out the revised allocation of seats of proportional committees.

3.5 The Independent Group Leader has confirmed that the Independent Group will give a seat on the Licensing Committee to the Conservative Group. This is reflected in *italics* in Table one.

Political Balance	TOTAL	CON	LAB	PROG OXF	IND	VACANT
Accounts, Audit & Risk Committee	8	5	2	1	0	0
Appeals Panel	10	7	2	1	0	0
Budget Planning Committee	12	8	2	1	1	0
Joint Appeals Committee	3	2	1	0	0	0

Joint Shared Services & Personnel Committee	5	3	1	1	0	0
Licensing Committee	12	9 (+1)	2	1	1 (-1)	0
Overview & Scrutiny	12	8	2	1	1	0
Personnel Committee	12	8	2	1	1	0
Planning Committee	18	12	3	2	1	0
Standards Committee	8	5	2	1	0	0
Proportional Total by Committee	100	66 (plus 1)	19	10	5 (minus 1)	0
Aggregate Entitlement	100	67	19	10	4	0
Adjustment Required	N/A	Plus 1	Ok	Minus 2	Plus 1	0

3.5 In light of the amended seat percentage entitlement, Table two sets out the revised allocation of seats of proportional committees:

Political Balance	TOTAL	CON	LAB	PROG OX	IND	VACANT
Joint Arrangements Steering Group	5	3	1	1	0	0
Partnership Working Group	5	3	1	1	0	0

3.6 As a result of the above calculations, the following amendments to committee membership are required.

Appeals Panel

Remove: Councillor John Broad (was previously appointed as an Independent Group Member)

Add: Progressive Oxfordshire Group member

Licensing Committee

Add: Councillor Tim Hallchurch (Conservative Member)

(NB. No member is removed as there was previously and Independent Group vacant seat on the Committee)

Planning Committee

Remove: Cllr John Broad as was named substitute for the Independent Group

Add: Cllr Fraser Webster as was named substitute for the Independent Group

Standards Committee

Remove: Councillor Tim Hallchurch (Conservative Group Member)

Add: Progressive Oxfordshire Group member

3.7 Group Leaders have been notified of the amendments required. The Conservative Group Leader and Independent Group Leader have confirmed the amendments they are required to make. The Progressive Oxfordshire Group Leader will notify the Proper Officer ahead of the 20 July 2020 Council meeting. The information will be published as an addendum to the report as soon as it is available.

- 3.8 At the 14 May 2019 Annual Council meeting, Councillor Gaul was appointed as the council's representative to the Oxfordshire Joint Health Overview and Scrutiny Committee.
- 3.9 Due to the covid-19 pandemic and provisions in the Coronavirus Act 2020 which removed the requirement for councils to hold an Annual Meeting, at the Extraordinary Council Meeting on 20 May 2020, Council resolved not to hold an Annual Meeting until May 2021. As a consequence, Council appointed outside body representatives would continue in the role.
- 3.10 Due to other commitments, Councillor Gaul has requested that he be replaced as the Cherwell District Council representative on the Oxfordshire Joint Health Overview and Scrutiny Committee.
- 3.11 Council is therefore asked to appoint a representative to the Oxfordshire County Council Health Overview and Scrutiny Committee. The representative cannot be a member of the Executive.

4.0 Conclusion and Reasons for Recommendations

- 4.1 A change in political group membership has resulted in a review of the allocation of seats on committees that are both subject to and not subject to the political balance requirements with amendments to committee membership. The Constitution requires Council to agree each of these aspects.
- 4.2 Council is responsible for appointing a representative to the Joint Oxfordshire Overview and Scrutiny Committee.

5.0 Consultation

Group Leaders	Amended appointments included in the report / to be included in the addendum
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6.0 Alternative Options and Reasons for Rejection

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: Not to amend appointments to committees. This is rejected as the change of political group membership has resulted in amended entitlement to seats on committees for the Independent Group and Progressive Oxfordshire Group.

7.0 Implications

Financial and Resource Implications

- 7.1 There are no financial implications arising directly from the report.

Comments checked by:
Dominic Oakeshott, Assistant Director of Finance (Interim)
01295 227943, Dominic.Oakeshott@cherwell-dc.gov.uk

Legal Implications

- 7.2 It is a legal requirement for Council to agree proportionality and appoint members to Committee based on the nominations of Group Leaders / Spokespersons.

Comments checked by:
Sukdave Ghuman, Head of Legal Services, 01865 323852,
sukdave.ghuman@cherwell-dc.gov.uk

Risk Implications

- 7.3 In ensuring the legal requirements are met risk to the authority is mitigated.

Comments checked by:
Louise Tustian, Head of Insight and Corporate Programmes Communications,
Strategy and Insight 01295 221786, Louise.tustian@cherwell-dc.gov.uk.

8.0 Decision Information

Wards Affected

All

Links to Corporate Plan and Policy Framework

All

Lead Councillor

None

Document Information

Appendix No	Title
None	
Background Papers	
None	
Report Author	Natasha Clark, Governance and Elections Manager
Contact Information	01295 221589 natasha.clark@cherwell-dc.gov.uk

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Cherwell District Council

Council

20 July 2020

<p>Move-on Plans for Homeless People Accommodated During the Pandemic</p>
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Report of Assistant Director, Housing and Social Care Commissioning

The report is public

Purpose of Report

To outline our plans for helping people accommodated in hotels during the pandemic to move on to settled or interim accommodation and to recommend to Council that budget provision be made to cover these costs.

1.0 Recommendations

The meeting is recommended to:

- 1.1 Make budget provision of £150,000 in 2020/21 to cover the cost of supporting homeless people to move-on from emergency accommodation post-pandemic, should alternative funding be unavailable.

2.0 Introduction

Tackling Homelessness During the Pandemic

- 2.1 A total of 65 single homeless people and rough sleepers have been accommodated by the District Councils during the pandemic. The Ministry for Housing, Communities and Local Government (MHCLG) directed local authorities to provide emergency accommodation to people who were sleeping out by 27th March 2020. Since then we have continued to accommodate people verified as rough sleeping or who would be sleeping rough without our help.
- 2.2 Several people have moved on to settled accommodation already or have abandoned the hotel accommodation or refused an offer of accommodation. We are currently accommodating 31 households as a result of covid-19.

- 2.3 In addition we have 39 single people in supported accommodation who were accommodated pre-Covid whom we are also working with to support move-on wherever possible and create capacity in the system. There are also 6 young people who will not be transitioned in the recommissioning of the Young Persons Supported Pathway who are looking to Cherwell for move-on options by the end of September 2020.
- 2.4 Emergency accommodation is being provided at hotels in Oxford, Bicester and Banbury (which arrangements will cease at the end of July) and in our existing contracted temporary accommodation next to the Musketeer in Banbury.
- 2.5 We are focussed on ensuring no one has to return to the streets (wherever possible) and the Housing Team's efforts are focussed on this work.

3.0 Report Details

Move On Plans

- 3.1 To successfully move all rough sleepers and single homeless people accommodated as a result of covid-19 we estimate that the following resources are required :

8 x Housing First placements @ £10k per person/couple per annum = £80k
(NB this is predicated on being able to get registered providers to offer properties that can be used for the Housing First model where a tenancy is offered subject to high level support being put in place).

20 x floating support provision for those being rehoused in the private rented sector and in social housing @ £3.5k per person/couple per annum = £80k

An additional fixed term post to source additional private rented sector accommodation using Cherwell Bond Scheme and to undertake customised negotiation with landlords : 1 full-time equivalent for 12 months including on-costs = £40k

Total = £200k per annum or £150k pro-rata for the remainder of 2020/21.

- 3.2 We expect MHCLG to open a bidding round for capital and revenue funding to support the delivery of housing specifically for rough sleepers. This is part of the Government's pledge to deliver 6,000 homes for rough sleepers, with 3,300 of these to be delivered in 2020/21. Should Cherwell District Council be successful in this bidding round we would expect any revenue funding secured to cover some or all of the estimated move on costs. However this remains an unknown at this stage.

4.0 Conclusion and Reasons for Recommendation

- 4.1 We expect to make a funding bid to MHCLG for move on support costs but recommend agreeing to fund the necessary move on costs to avoid the risk of rough sleepers returning to the streets.

5.0 Consultation

There has been close joint working with Oxfordshire County Council and the other District Councils to plan move on from hotels and ensure consistent strengths based move on plans are produced for all individuals accommodated.

6.0 Alternative Options

If the costs of supporting move on plans are not covered there is a high likelihood of the majority of rough sleepers returning to the streets in July/August 2020.

7.0 Implications

Financial and Regulatory

- 7.1 The estimated costs of move on are set out at 3.1. If funding cannot be secured via a bid to MHCLG it would need to be found by the District Council from existing resources.

Comments checked by : Dominic Oakeshott, Assistant Director (Interim) – Finance. Email : dominic.oakeshott@cherwell-dc.gov.uk

Legal

- 7.2 There are no legal implications arising from the recommendation for budget allocation which forms the subject of this report.

Comments checked by: Richard Hawtin, Team Leader – Non-contentious. Email: richard.hawtin@cherwell-dc.gov.uk, Telephone: 01295 221695

Risks

- 7.3 As identified, there is a high risk of the majority of rough sleepers returning to the streets post covid-19 if we are unable to support move-on in to interim accommodation, tenancies with floating support and Housing First tenancies.

Comments checked by: Celia Prado-Teeling, Team Leader – Performance. Email: celia.prado-teeling@cherwell-dc.gov.uk, Telephone: 01295 221556

8.0 Decision Information

Wards Affected

All

Links to Corporate Plan and Policy Framework

Housing that meets your needs – support the most vulnerable people

Lead Councillor

Cllr John Donaldson, Lead Member for Housing

Cllr Lynn Pratt, Lead Member for Economy, Regeneration and Property

Document Information

Appendix No	Title
None	
Background Papers	
None	
Report Author	Gillian Douglas, Assistant Director Social Care Commissioning and Housing
Contact Information	gillian.douglas@cherwell-dc.gov.uk

Cherwell District Council

Council

20 July 2020

Capital Programme Virement - Graven Hill

Report of Director of Finance

This report is public

Purpose of report

To approve the virement of capital programme funding to support a Graven Hill development pilot part exchange scheme, recently approved by the Shareholder Committee.

1.0 Recommendations

The meeting is recommended:

- 1.1 To approve the virement of £2m from the existing ceased Bespoke Mortgage Scheme capital programme to finance a loan arrangement with Graven Hill Village Development Limited to support the offering of pilot part exchange scheme.

2.0 Introduction

- 2.1 The Shareholder Committee has approved a proposal from the Graven Hill Village Development Limited Managing Director to offer on a pilot basis a part exchange scheme, which is to be funded by the virement from a ceased scheme within the capital programme.
- 2.2 This report now seeks the approval of Council to approve the virement of funding to support the scheme.

3.0 Report Details

- 3.1 The Shareholder Committee when it met in May, approved a proposal from the Graven Hill Village Development Limited Managing Director to offer a pilot part-exchange scheme, which will allow the company to continue to secure its objectives in allowing individuals to take up the opportunity of a self-build arrangement that they might be otherwise unable to progress.

- 3.2 Cherwell District Council will support Graven Hill Development Limited with a loan arrangement to facilitate the purchase of up to five properties via a Part Exchange Pilot (£2m value) which would run for twelve months. The loan will be funded from unutilised funding from within the Council's existing Capital Programme, with a virement from the Bespoke Custom Mortgage Scheme which has now ceased.
- 3.3 The loan arrangement between the Council and the Graven Hill Development Company Limited will be on terms equivalent with other loan arrangements between the Council and the company and be agreed and finalised between the company, the Shareholder Representative and the Council's Director of Finance (S151).

4.0 Conclusion and Reasons for Recommendations

- 4.1 Through agreeing to the virement of available capital funding the Council will be able to support Graven Hill Development Limited in achieving its objectives in securing sales and facilitating families and individuals to move to the development via a part exchange arrangement.

5.0 Consultation

- 5.1 None applicable.

6.0 Alternative Options and Reasons for Rejection

- 6.1 None applicable.

7.0 Implications

Financial and Resource Implications

- 7.1 The existing ceased capital programme Bespoke Custom Mortgage Scheme has £2m available to allow the virement to finance the loan to Graven Hill Development Limited to support the pilot scheme approved by the Shareholder Committee in June 2020.
- 7.2 The terms for the loan arrangement to fund the part exchange arrangement, between the Council and Graven Hill Development Company Limited will need to ensure that the Council and the company secure appropriate conditions, including the State Aid requirements and that the arrangements meet the wider requirements of both the company and Council.

Comments checked by:

Michael Furness, Assistant Director Finance. Telephone: 01295 221845, Email: michael.furness@cherwell-dc.gov.uk

Legal Implications

- 7.3 A virement does not create additional overall budget liability. It changes the purpose for which the budget will be used compared to that originally intended

Comments checked by:

Richard Hawtin, Team Leader – Non-contentious, Telephone: 01295 221695, Email: richard.hawtin@cherwell-dc.gov.uk

Risk Implications

- 7.4 The Council will ensure that the loan to the company is secured against the properties purchased thereby minimising the risk to the Council. Close liaison with Graven Hill will continue to monitor progress with the pilot and the management of risk.

Comments checked by:

Louise Tustian, Head of Insight and Corporate Programmes. Telephone: 01295 221786 Email: Louise.tustian@cherwell-dc.gov.uk

8.0 Decision Information

Wards Affected

All

Links to Corporate Plan and Policy Framework

Not applicable

Lead Councillor

Tony Ilott, Lead Member for Financial Management and Governance

Document Information

Appendix No	Title
None	
Background Papers	
None	
Report Authors	Dominic Oakeshott - Finance
Contact Information	01295 227943 dominic.oakeshott@cherwell-dc.gov.uk

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