



**Cherwell**

DISTRICT COUNCIL  
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting  
of the Executive held on Monday 6 July 2020**

1. Date of publication of this summary: 7 July 2020
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 10 July 2020
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>Financial Monitoring Report</b></p> <p>Report of Director of Finance</p>	<p><b>Resolved</b></p> <p>(1) That the forecast overspend being reported against Cherwell District Council's budget for 2020/21 relating to the financial impact of Covid-19 be noted.</p> <p>(2) That officers be asked to identify plans to address the potential overspend in 2020/21 arising from Covid-19 and report back to the next meeting with recommendations for action.</p>	<p>Financial monitoring is an important part of the overall performance management across CDC, allowing officers and members to understand the position and where necessary take early action in order to deliver a balanced budget. The impact of the Covid-19 pandemic is significant and will place CDC under additional pressure managing its finances over the medium term, especially when taking into account the medium term financial challenges anticipated when the budget was set in February 2020.</p>	<p>No alternative options need to be considered via the recommendations.</p>	<p>None</p>
<p><b>Agenda Item 7</b> <b>Move-on Plans for Homeless People Accommodated During the Pandemic and Adoption of an Introductory Tenancies Policy</b></p>	<p><b>Resolved</b></p> <p>(1) That the cost implications of supporting rough sleepers and single</p>	<p>We expect to make a funding bid to MHCLG for move on support costs but recommend agreeing in principle to fund the necessary move on costs to avoid the risk of rough sleepers</p>	<p>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</p>	<p>None</p>

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<p>Report of: Assistant Director, Housing and Social Care Commissioning and Assistant Director, Growth and Economy pandemic and in the future.</p> <p><b>Recommendations</b></p> <p>The meeting is recommended to:</p> <p>1.1 note the cost implications of supporting rough sleepers and single homeless people to move on from accommodation provided during the pandemic and to recommend to Council that budget provision be made to cover these costs should alternative funding be unavailable.</p> <p>1.2 agree that all future tenants of residential Council properties will be offered an Introductory</p>	<p>homeless people to move on from accommodation provided during the pandemic be noted and Council be recommended to agree that budget provision be made to cover these costs should alternative funding be unavailable.</p> <p>(2) That it be agreed that all future tenants of residential Council properties will be offered an Introductory Tenancy, whether constructed pursuant to the Build! scheme or otherwise.</p> <p>(3) That responsibility be delegated to the Assistant Director Growth and Economy to produce and implement the detailed Introductory Tenancies policy and</p>	<p>returning to the streets.</p> <p>The use of Introductory Tenancies is common practice within the social housing sector. It allows landlords to monitor the new tenant's behaviour and offer support if there are issues relating to rent arrears and anti-social behaviour which may impact on the Introductory Tenancy becoming a Secure Tenancy after one year, or 18 months with an extension. The Build team housing management staff provide considerable support to help tenants in their first year with the Council and it is unusual for any action to be taken without exploring many options with external partners such as Connection and Citizens Advice.</p> <p>It is recommended that Cherwell District Council elect to use this form of tenancy.</p>	<p>2020.</p> <p>If a scheme for Introductory Tenancies is not introduced then any tenant offered a tenancy of a Council residential dwelling will potentially enjoy full secure status by default. Introductory Tenancies will help ensure the Council's ability to easily end a tenancy as a result of tenant misconduct during the Introductory period is preserved.</p>	

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<p>Tenancy, whether constructed pursuant to the Build! scheme or otherwise.</p> <p>1.3 delegate responsibility to the Assistant Director Growth and Economy to produce and implement the detailed Introductory Tenancies policy and procedure.</p>	<p>procedure.</p>			
<p><b>Agenda Item 8</b> <b>Peat Free Compost</b></p> <p>Report of the Assistant Director: Environmental Services</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To note that the Landscape Maintenance Contractor uses no peat based products in any of</p>	<p><b>Resolved</b></p> <p>(1) That it be noted that the Landscape Maintenance Contractor uses no peat based products in any of the Grounds Maintenance activities.</p> <p>(2) That it be noted that in 2020 the floral &amp; bedding plants are grown in 50% peat free compost.</p>	<p>The Council is minimising the use of peat based composts with the only area peat is present is in the growing of plants for floral displays &amp; hanging baskets.</p> <p>Commercial nurseries are moving towards becoming peat free by 2030. Moving too early to peat free is likely to result in a significant risk of additional costs.</p>	<p>Option 1: To reduce the amount of peat in the floral displays and bedding plant production so that they are peat free before 2030.</p> <p>Option 2: To move to peat free compost early and have additional annual contract costs, a potential reduction in income with the risk of lowering the standard of appearance of the Urban Centres.</p>	<p>None</p>

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<p>the Grounds Maintenance activities.</p> <p>1.2 To note that in 2020 the floral &amp; bedding plants are grown in 50% peat free compost</p> <p>1.3 To note that the percentage of peat free compost used by the floral unit &amp; bedding plant supplier will increase beyond 50 % over the next few years and be fully peat free as soon as practicable &amp; well before 2030.</p>	<p>(3) That it be noted that the percentage of peat free compost used by the floral unit &amp; bedding plant supplier will increase beyond 50% over the next few years and be fully peat free as soon as practicable &amp; well before 2030.</p>			
<p><b>Agenda Item 9 Oxfordshire Growth Board Terms of Reference and Memorandum of Understanding</b></p> <p>Report of Assistant Director - Growth and Economy</p>	<p><b>Resolved</b></p> <p>(1) That the Terms of Reference (ToR) and Memorandum of Understanding (MoU) (annexes to the Minutes as set out in the Minute</p>	<p>The Oxfordshire Growth Board carried out a formal review of its role and function to ensure that the most pragmatic and effective arrangements are in place to enable collaboration and delivery on Oxfordshire wide priorities. The revised</p>	<p>Option One: Withdrawal of CDC from ongoing participation from the Growth Board – this was rejected mainly because Cherwell is an integral part of Oxfordshire and it would disadvantage Cherwell</p>	<p>None</p>

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<p><b>Recommendations</b></p> <p>The meeting is recommended to:</p> <p>1.1 Approve the Terms of Reference (ToR) and Memorandum of Understanding (MoU) at Appendices One and Two respectively.</p> <p>1.2 Delegate authority to the Chief Executive, in consultation with the Leader and the Growth Board, to make minor amendments to these documents, the scale and nature of which does not result in terms that are substantially different from those approved in this report</p>	<p>Book) be approved.</p> <p>(2) That authority be delegated to the Chief Executive, in consultation with the Leader and the Growth Board, to make minor amendments to these documents, the scale and nature of which does not result in terms that are substantially different from those approved in this report, which support the operational efficiency of the Growth Board's work.</p>	<p>Terms of Reference and Memorandum of Understanding for the Growth Board have been updated to take account of the conclusions from the review.</p>	<p>residents, communities and businesses from taking advantage of future opportunities, generally, and, in future, possible future funding streams.</p> <p>Option Two: Keeping the Growth Board as it was – this was rejected because there was evidence that the Growth Board needed to realign itself to changing circumstances and demands.</p>	
<p><b>Agenda Item 10</b> <b>Cherwell Local Plan Review:</b></p>	<p><b>Resolved</b></p>	<p>An issues consultation paper has been prepared to begin</p>	<p>Option 1: Not to proceed at this time with the consultation</p>	<p>None</p>

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<p><b>Planning for Cherwell to 2040 - A Community Involvement Paper</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 approve the community involvement consultation paper at Appendix 1 for the purpose of public consultation.</p> <p>1.2 To approve the addendum to the Council’s Statement of Community Involvement at Appendix 2 in response to the COVID19 pandemic.</p> <p>1.3 To authorise the Assistant Director – Planning and</p>	<p>(1) That the community involvement consultation paper (annex to the Minutes as set out in the Minute Book) be approved for the purpose of public consultation.</p> <p>(2) That the the addendum to the Council’s Statement of Community Involvement (annex to the Minutes as set out in the Minute Book) in response to the COVID19 pandemic be approved.</p> <p>(3) That the Assistant Director – Planning and Development be authorised to agree the start date for consultation, and any necessary presentational or other minor changes to the documents prior to</p>	<p>community involvement in reviewing the district wide Cherwell Local Plan. Consultation is planned for July/August in accordance with the Council’s approved Local Development Scheme. It is not intended that the consultation paper should capture all of the issues that will require consideration but, rather, to create discussion and invite contributions. It is the start of the plan-making process and Members are invited to approve the paper in the interest of proceeding to public engagement.</p>	<p>paper</p> <p>The consultation paper comprises an appropriate discussion document to invite public and stakeholder contributions at the start of the plan-making process. Delay would mean that the LDS programme could not be met.</p> <p>Option 2: To reconsider the content of the consultation paper</p> <p>As above. However, if some delay were considered to be acceptable by Members, officers could re-consider the content following instruction.</p>	

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<p>Development to agree the start date for consultation, and any necessary presentational or other minor changes to the documents prior to commencement, with the Lead Member for Planning.</p>	<p>commencement, with the Lead Member for Planning.</p>			
<p><b>Agenda Item 11 Weston-on-the-Green Neighbourhood Plan: Second Examiner's Report</b></p> <p>Report of Assistant Director - Planning and Development</p> <p><b>Recommendations</b></p> <p>The Executive is recommended:</p> <p>1.1 To approve all the Examiner's recommendations and modifications (Appendices 1 and 2) to</p>	<p><b>Resolved</b></p> <p>(1) That all the Examiner's recommendations and modifications (Annexes to the Minutes as set out in the Minute Book) be approved to enable the Plan, incorporating the recommended modifications (Annex to the Minutes as set out in the Minute Book) to proceed to a referendum.</p> <p>(2) That the issue of a</p>	<p>The submission Weston-on-the-Green Neighbourhood Plan has been independently examined. The recommendations of the Examiner were considered by the Executive on 4 November 2019. It approved all the Examiner's recommendations and modifications with the exception of Modifications 15, 21, 24, 26 and 27. It also approved the area for the future referendum as being the designated Neighbourhood Plan area.</p> <p>Following representations</p>	<p>Option 1: Not to accept all the Examiner's recommendations Where a Local Planning Authority proposes to make a decision that differs from the Examiner's recommendations it is required to set out these reasons in a decision statement which would be subject to further consultation.</p>	<p>None</p>



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<p>enable the Plan, incorporating the recommended modifications (Appendix 3), to proceed to a referendum.</p> <p>1.2 To authorise the issue of a 'decision statement' confirming the Executive's decision including that the Plan will now proceed to a referendum.</p> <p>1.3 To authorise the Assistant Director – Planning and Development to make any minor presentational changes and corrections necessary to ready the Plan for referendum.</p>	<p>'decision statement' confirming the Executive's decision including that the Plan will now proceed to a referendum be authorised.</p> <p>(3) That the Assistant Director – Planning and Development be authorised to make any minor presentational changes and corrections necessary to ready the Plan for referendum.</p>	<p>received to the Council's decision statement dated 14 November 2019, a second partial independent examination has been held. The Examiner of this partial examination has recommended that the Neighbourhood Plan proceed to referendum subject to the incorporation of modifications. Officers agree with the Examiner's conclusions. They consider, with his recommended modifications, together with the recommendations of the first examiner accepted by the Executive on 4 November 2019, that the Plan meets the requisite Basic Conditions and should proceed to referendum.</p>		
<p><b>Agenda Item 12 Appointment of Representatives to Partnerships, Outside Bodies and Member Champions</b></p>	<p><b>Resolved</b></p> <p>(1) That appointments to partnerships, outside bodies and Member</p>	<p>It is proposed that representatives are re-appointed to Partnerships, Outside Bodies and as Member Champions 1 to ensure that the</p>	<p>Option 1: Not to appoint representatives to outside bodies, partnerships and as Member Champions. This is not recommended as the</p>	<p>None</p>

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<p><b>2020/21</b></p> <p>Report of Corporate Director – Commercial Development, Assets and Property (Interim Monitoring Officer)</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 2020/2021 as set out in Appendix 1 to this report.</p> <p>1.2 To delegate authority to the Monitoring Officer, in consultation with the Leader, to appoint Members to outstanding vacancies and make changes to appointments as may be required for the 2020/2021 Municipal</p>	<p>Champions for 2020/2021 as set out in the Annex to the Minutes (As set out in the Minute Book).</p> <p>(2) That authority be delegated to the Monitoring Officer, in consultation with the Leader, to appoint Members to outstanding vacancies and make changes to appointments as may be required for the 2020/2021 Municipal Year.</p>	<p>Council is represented and maintains links with partnerships and outside bodies.</p> <p>Delegation to the Monitoring Officer in consultation with the Leader provides flexibility for the remainder of the Municipal Year to appoint to the outstanding vacancies, or if amendments are required to any appointments, and ensures they are made in a timely manner.</p>	<p>internal working groups would be ineffective and the Council would not be represented on these outside bodies and could miss valuable information and opportunities.</p>	

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Year.				
<p><b>Agenda Item 15 Bicester Garden Town Capital Funding - Junctions Improvement</b></p> <p>Exempt report of Assistant Director Growth and Economy</p>	<p><b>Resolved</b></p> <p>(1) As set out in the exempt decisions</p> <p>(2) As set out in the exempt decisions</p>	<p>As set out in the exempt decisions</p>	<p>As set out in the exempt decisions</p>	<p>None</p>