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Cherwell District Council

Council

Minutes of a meeting of the Council held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA, on 28 February 2022 at 6.30 pm

Present:

Councillor Hannah Banfield (Chair)
Councillor Les Sibley (Vice-Chairman)
Councillor Andrew Beere
Councillor Nathan Bignell
Councillor Maurice Billington
Councillor Mike Bishop
Councillor Hugo Brown
Councillor Phil Chapman
Councillor Mark Cherry
Councillor Patrick Clarke
Councillor Conrad Copeland
Councillor Ian Corkin
Councillor Nick Cotter
Councillor Sandy Dallimore
Councillor John Donaldson
Councillor Carmen Griffiths
Councillor Timothy Hallchurch MBE
Councillor Matt Hodgson
Councillor Simon Holland
Councillor David Hughes
Councillor Shaida Hussain
Councillor Tony Ilott
Councillor Mike Kerford-Byrnes
Councillor Kieron Mallon
Councillor Nicholas Mawer
Councillor Andrew McHugh
Councillor Ian Middleton
Councillor Perran Moon
Councillor Richard Mould
Councillor Adam Nell
Councillor Cassi Perry
Councillor Lynn Pratt
Councillor George Reynolds
Councillor Barry Richards
Councillor Dan Sames
Councillor Jason Slaymaker
Councillor Katherine Tyson
Councillor Dorothy Walker
Councillor Tom Wallis
Councillor Douglas Webb
Councillor Lucinda Wing
Councillor Barry Wood

Councillor Sean Woodcock

Present virtually, no voting rights

Councillor John Broad

Apologies for absence:

Councillor Colin Clarke
Councillor Tony Mepham
Councillor Fraser Webster
Councillor Bryn Williams

Officers:

Yvonne Rees, Chief Executive
Shahin Ismail, Assistant Director - Law, Governance & Democratic Services & Monitoring Officer (Interim)
Michael Furness, Assistant Director of Finance & S151 Officer
Joanne Kaye, Strategic Business Partner
Natasha Clark, Governance and Elections Manager

69 **Welcome**

The Chair welcomed Members, officers and the press and public to the Council meeting.

70 **Declarations of Interest**

There were no declarations of interest.

71 **Communications**

Ukraine Crisis

The Chair referred to the current situation in Ukraine and made the following statement:

“I want to express as Chair how deeply saddened and shocked I we all are by the situation that is unfolding in Ukraine.

I know I am not alone in sending my thoughts and prayers to all the families and communities affected in the region by the events we see happening and I urge the international community to work together to find a diplomatic solution to restore peace.

I am sure I have support across the Chamber when I say we will work across the district to provide the necessary support and reassurance that may be needed by all our communities in the face of this terrible situation.”

Former Councillor Douglas Spencer

The Chair referred to the sad passing for former Councillor Douglas Spencer, who had been known to all councillor colleagues as Choppy Spencer.

Former Councillor Spencer had represented the Bicester West ward and been part of Cherwell District Council when it was first created in the 1970s. he remained a councillor until 1995, sitting on various committees and serving as Leader from the late 1980s to 1995. Former Councillor Spencer served a further term of office from 2002.

Former Councillor Spencer was also a county councillor and member of Bicester Town Council.

A number of Members paid tribute and shared anecdotes about former Councillor Spencer.

Council observed a minutes silence in honour of former Councillor Douglas Spencer.

Chairs Engagements

The Chair explained that due to the recent COVID restrictions, neither she nor the Vice-Chairman had attended any events as they had been cancelled or postponed.

Meeting procedures

The Chair advised Members that different speaking and voting rules would apply for the budget setting and council tax reports. Further information would be provided before Council considered those items

The Chair reminded Members of the rules in relation to length of speeches and the approach she would apply in relation to seconds speaking on reports and motions.

Meeting Length

The Chair referred to the length of the agenda and asked Members to be courteous to others and remain in their seat during items.

Members' Pigeon Holes

The Chair reminded Members to check their pigeon hole and remove any post before you leave today.

Petitions and Requests to Address the Meeting

There were no petitions or requests to address the meeting.

73 **Urgent Business**

There were no items of urgent business.

74 **Minutes of Council**

The minutes of the Extraordinary meeting held on 7 February 2022 were agreed as a correct record and signed by the Chairman.

75 **Minutes**

a) Minutes of the Executive, Lead Member Decisions and Executive Decisions made under Special Urgency

Resolved

That the minutes of the meeting of the Executive and Lead Member decisions as set out in the Minute Book be received and that it be noted that since the last meeting of Council at which this was reported, 13 December 2021, no key decisions have been taken by the Executive which were not included in the 28 day notice.

b) Minutes of Committees

Resolved

That the minutes of Committees as set out in the Minute Book be received.

76 **Questions**

a) Written Questions

The Chair advised Council that one written question, addressed to the Leader of the Council, Councillor Wood, had been submitted with advance notice in accordance with the Constitution and had been published with the agenda. A response to the question had been published as a supplement to the agenda (and are an annex to the Minutes as set out in the Minute Book).

The question was from Councillor Beere and in relation to the council tax rebates of £150 for domestic properties bands A to D 2022/23.

Councillor Beere thanked the Leader for the response and by way of a supplementary question, sought assurance that there would be effective communication about how the rebate payment process would be applied. The Leader confirmed that he would liaise with officers and ensure effective communication was in place for residents and elected Members were aware.

b) Questions to the Leader of the Council

Questions were asked and answers received on the following issues:

Councillor Middleton: Local Plan Partial Review and greenbelt development

Councillor Woodcock: Ukraine situation and local support to refugees

Councillor Sames: Ukraine situation and support for refugees

Councillor Same: Greenbelt development

Councillor Hodgson: Castle Quay

Councillor Hodgson: Affordable Housing

Councillor Moon: Ukraine situation and UK support to refugees

Councillor Richards: May 2022 elections

Councillor Mallon: Castle Quay and changing place toilets

c) Questions to Committee Chairmen on the Minutes

Councillor Richards asked a question to the Chairman of the Budget Planning Committee, Councillor Mawer, regarding the 9 December 2021 Minutes and Committee discussion on CCTV. Councillor Mawer duly responded.

77

Members' Allowances 2022/2023

The Director of Law and Governance submitted a report to determine the levels of the allowances to be paid to Members for the forthcoming 2022/2023 financial year and proposed changes to the Members Allowance Scheme following the consideration of the report of the Council's Independent Remuneration Panel (the "Panel").

In introducing the report, the Leader of the Council, Councillor Wood, thanked the Panel for their hard work and diligence reviewing the allowances and submitting their report.

With regards recommendation 1.2, regarding the introduction of an IT allowance, Councillor Wood proposed that consideration of this amendment to the Members' Allowance Scheme be deferred and officers be requested to undertake further work to evaluate options, in light of the decision to terminate the s113 Agreement with Oxfordshire County Council and report back to Council for consideration. The amendment to recommendation 1.2 was seconded by Councillor Ilott and on being put to the vote was carried.

Resolved

(1) That, having given due consideration to the levels of allowances to be included in the 2022/2023 Members' Allowances Scheme, the Independent Remuneration Panel's recommendations, as set out below, be adopted:

- The Basic Allowance to be increased in line with the staff cost of living increase rounded up or down, whichever is closest, to give 12 equal payments, and payment of the increase

backdated to the beginning of the financial year 2022/2023, 1 April 2022, should a settlement not be agreed before that date.

- All Special Responsibility Allowances (SRAs) to be increased in line with the staff cost of living increase rounded up or down, whichever is closest, to give 12 equal payments, and payment of the increase backdated to the beginning of the financial year 2022/2023, 1 April 2022, should a settlement not be agreed before that date.
 - All co-optee and Independent Persons Allowances to be increased in line with the staff cost of living increase rounded up or down, whichever is closest, to give 12 equal payments, and payment of the increase backdated to the beginning of the financial year 2022/2023, 1 April 2022, should a settlement not be agreed before that date.
 - The Dependant Carers' allowance be frozen and remain at the current level of £20 per hour and claims capped at 40 hours per month.
 - The Childcare allowance be frozen and remain at the current level of £10 per hour and claims capped at 40 hours per month.
 - There be no change to Travelling and Subsistence Allowances
 - Bicycles: 20p per mile
 - Motorcycles: 24p per mile
 - Motor vehicles including electric vehicles: 45p per mile
 - Breakfast allowance: £6.02 per meal
 - Lunch allowance: £8.31 per meal
 - Evening meal allowance: £10.29 per meal
 - The Democratic Services Team to book overnight accommodation.
 - Non-Executive Director allowances to be increased in line with the staff cost of living increase rounded up or down, whichever is closest, to give 12 equal payments, and payment of the increase backdated to the beginning of the financial year 2022/2023, 1 April 2022, should a settlement not be agreed before that date and expenses paid at the same levels as district councillors and recharged to the relevant company
- (2) That, having given due consideration to the recommendation of the Independent Remuneration Panel regarding the introduction of an IT allowance, consideration of this proposed amendment to the Members' Allowance Scheme be deferred and officers be requested to undertake further work to evaluate options, in light of the decision to terminate the s113 Agreement with Oxfordshire County Council and report back to Council for consideration.

- (3) That the Director of Law and Governance be authorised to prepare an amended Members' Allowances Scheme, in accordance with the decisions of Council for implementation with effect from 1 April 2022.
- (4) That the Director of Law and Governance be authorised to take all necessary action to revoke the current (2021/2022) Scheme and to publicise the revised Scheme pursuant to The Local Authorities (Member's Allowances)(England) Regulations 2003 (as amended).
- (5) That the Independent Remuneration Panel be thanked for its report and a fee of £300 be set for each Panel Member for the work carried out on this review and propose the same level of fee for any reviews carried out in 2022/2023 capped at a maximum of £1200 per person, which can be funded from existing budgets.

78 **Budget Setting for 2022/23 and the Medium-Term Financial Strategy up to 2026/27**

Prior to consideration of the item, the Chair sought the agreement of Members to suspend standing orders and allow 10 minutes for the speech by the proposer of the budget, and the speeches of the Group Leaders or their nominated representative. All other speakers would continue to have a three minute time limit. Members indicated agreement.

The Chair reminded Council that it was required in legislation that any motion or amendment to the budget and council tax setting be taken by recorded vote and this would be done at the appropriate time.

The Assistant Director of Finance & Section 151 Officer submitted a report which was the culmination of the Budget and Business Planning process for 2022/23 to 2026/27 and set out the Executive's proposed Business Plan and related revenue budget for 2022/23, medium term financial strategy to 2026/27, capital programme to 2026/27 and all supporting policies, strategies and information.

Councillor Ilott thanked the Assistant Director of Finance, the finance team and the former Director of Finance who had worked hard on the budget process and submitted a balanced budget to Council. Councillor Ilott also thanked the Budget Planning Committee and Accounts, Audit and Risk Committee for their hard work supporting the budget setting and business plan process.

Having presented the report, Councillor Ilott proposed the adoption of the Business Plan and related revenue budget for 2022/23, medium term financial strategy to 2026/27, capital programme to 2026/27 and all supporting policies, strategies and information. Councillor Wood seconded the proposal.

Councillor Woodcock, on behalf of the Labour Group, addressed Council in response to the budget and confirmed that he would not be proposing no amendments.

Councillor Middleton, on behalf of the Progressive Oxfordshire Group, addressed Council in response to the budget and confirmed that she would not be proposing no amendments.

Councillor Sibley, on behalf of the Independent Group, addressed Council in response to the budget and confirmed that he would not be proposing no amendments.

A recorded vote was taken, and Members voted as follows

Councillor Hannah Banfield	Against
Councillor Andrew Beere	Against
Councillor Nathan Bignell	For
Councillor Maurice Billington	For
Councillor Mike Bishop	For
Councillor Hugo Brown	For
Councillor Phil Chapman	For
Councillor Mark Cherry	Against
Councillor Patrick Clarke	For
Councillor Ian Corkin	For
Councillor Nick Cotter	Abstain
Councillor Sandy Dallimore	For
Councillor John Donaldson	For
Councillor Carmen Griffiths	For
Councillor Timothy Hallchurch MBE	For
Councillor Matt Hodgson	Against
Councillor Simon Holland	For
Councillor David Hughes	For
Councillor Shaida Hussain	Against
Councillor Tony Ilott	For
Councillor Mike Kerford-Byrnes	For
Councillor Kieron Mallon	For
Councillor Nick Mawer	For
Councillor Andrew McHugh	For
Councillor Ian Middleton	Against
Councillor Perran Moon	Against
Councillor Adam Nell	For

Councillor Cassi Perry	Against
Councillor Lynn Pratt	For
Councillor George Reynolds	For
Councillor Barry Richards	Against
Councillor Dan Sames	For
Councillor Les Sibley	For
Councillor Jason Slaymaker	For
Councillor Dorothy Walker	Against
Councillor Tom Wallis	For
Councillor Douglas Webb	For
Councillor Lucinda Wing	For
Councillor Barry Wood	For
Councillor Sean Woodcock	Against

Resolved

- (1) That the Business Plan (annex to the Minutes as set out in the Minute Book) be approved.
- (2) That, having due regard, the statutory report of the Chief Finance Officer (Section 25 report) be noted.
- (3) That authority be delegated to the S151 Officer, in consultation with the Lead Member for Finance and Governance, to agree the apportionment of settlement costs relating to the ending of the S113 Partnership Agreement with Oxfordshire County Council, in line with the Financial Principles agreed by Council 7 February 2022 for the termination of the Agreement.
- (4) That the net revenue budget for the financial year commencing on 1 April 2022 (annexes to the Minutes as set out in the Minute Book) be approved.
- (5) That the Medium Term Financial Strategy (MTFS) and Revenue Budget 2022/23, including the Savings Proposals, and Pressures (annexes to the Minutes as set out in the Minute Book) be approved.
- (6) That an increase in the Basic Amount of Council Tax for Cherwell District Council for the financial year beginning on 1 April 2022 of £5, resulting in a Band D charge of £143.50 per annum be agreed.
- (7) That the Capital Bids and Capital Programme (annexes to the Minutes as set out in the Minute Book) be approved.

- (8) That the Capital and Investment Strategy (annex to the Minutes as set out in the Minute Book) be approved.
- (9) That the Treasury Management Strategy, including the Prudential Indicators, Minimum Revenue Provision (MRP) Policy and Affordable Borrowing Limit for 2022/23 (annex to the Minutes as set out in the Minute Book) be approved.
- (10) That the Property Investment Strategy (annex to the Minutes as set out in the Minute Book) be approved.
- (11) That a minimum level of General Balances of £6m be approved.

79

Adjournment of Council Meeting

The Leader of the Council, Councillor Wood, confirmed that he did not require Council to adjourn to allow Executive to meet discuss any issues arising from the budget.

80

Calculating the amounts of Council Tax for 2022/23 and setting the Council Tax for 2022/23

The Chair reminded Members that standing orders were no longer suspended and the rules as set out in the Constitution with regards length of speeches applied for this, and all remaining items on the agenda.

The Assistant Director of Finance & Section 151 Officer submitted a report to detail the Calculations for the amounts of Council Tax for 2022/23 and the setting of Council Tax for 2022/23.

A recorded vote was taken, and members voted as follows

Councillor Hannah Banfield	For
Councillor Andrew Beere	For
Councillor Nathan Bignell	For
Councillor Maurice Billington	For
Councillor Mike Bishop	For
Councillor Hugo Brown	For
Councillor Phil Chapman	For
Councillor Mark Cherry	For
Councillor Patrick Clarke	For
Councillor Ian Corkin	For
Councillor Nick Cotter	Abstain

Councillor Sandy Dallimore	For
Councillor John Donaldson	For
Councillor Carmen Griffiths	For
Councillor Timothy Hallchurch MBE	For
Councillor Matt Hodgson	For
Councillor Simon Holland	For
Councillor David Hughes	For
Councillor Shaida Hussain	For
Councillor Tony Ilott	For
Councillor Mike Kerford-Byrnes	For
Councillor Kieron Mallon	For
Councillor Nick Mawer	For
Councillor Andrew McHugh	For
Councillor Ian Middleton	For
Councillor Perran Moon	For
Councillor Adam Nell	For
Councillor Cassi Perry	For
Councillor Lynn Pratt	For
Councillor George Reynolds	For
Councillor Barry Richards	For
Councillor Dan Sames	For
Councillor Les Sibley	For
Councillor Jason Slaymaker	For
Councillor Dorothy Walker	For
Councillor Tom Wallis	For
Councillor Douglas Webb	For
Councillor Lucinda Wing	For
Councillor Barry Wood	For
Councillor Sean Woodcock	For

Resolved

- (1) That it be noted that the Council Tax Base 2022/23 was determined at the Executive meeting held on 10 January 2022:
 - a) for the whole Council area as 56,801.60 [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

- b) For dwellings in those parts of its area to which a Parish Precept relates as in the attached annex to the Minutes (as set out in the Minute Book).
- (2) That it be agreed that the Council Tax requirement for the Council’s own purposes for 2022/23 (excluding Parish Precepts and Special Expenses) be £8,151,030.
- (3) That the following amounts be calculated for the year 2022/23 in accordance with Sections 31 to 36 of the 1992 Act:
- a) £116,132,464 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.
 - b) £102,218,905 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the 1992 Act.
 - c) £13,913,559 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).
 - d) £244.95 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).
 - e) £5,762,529 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 annex to the Minutes (as set out in the Minute Book).
 - f) £143.50 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.
- (4) That it be noted that for the year 2022/23 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: -

<u>Valuation Band</u>	<u>Oxfordshire County Council</u>	<u>Police and Crime Commissioner for Thames Valley</u>
	£	£
A	1,101.07	160.85
B	1,284.59	187.66
C	1,468.10	214.47
D	1,651.61	241.28
E	2,018.63	294.90
F	2,385.66	348.52
G	2,752.68	402.13
H	3,303.22	482.56

- (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 Council Tax for the year 2022/23 for each part of its area and for each of the categories of dwellings.
- (6) That it be noted that the Council's basic amount of Council Tax for 2022/23 is not excessive in accordance with principles approved under Section 52ZB of the 1992 Act.

81 **Pay Policy Statement 2022/23**

The Director of Human Resources submitted a report which sought Council agreement of the Pay Policy Statement 2022/23.

In introducing the report, the Deputy Leader and Lead Member for Customers and Transformation, Councillor Corkin, explained that the Localism Act required all councils to agree and publish a Pay Policy Statement every financial year. The Act laid down requirements on the content of the statement. This requirement was supplemented by detailed guidance from the Department for Communities and Local Government entitled 'Openness and Accountability in Local Pay: Guidance under Section 40 of the Localism Act'.

The Act required the Pay Policy Statement to be agreed by Full Council. As required by the Act and Code of Practice, once approved by Council the Pay Policy Statement would be published on the Council's website and will be available on request.

Resolved

- (1) That the Pay Policy Statement for 2022/2023 (annex to the Minutes as set out in the Minute Book) be approved.

- (2) That the Director of Human Resources be requested to produce an updated Pay Policy Statement in year to reflect any change to structural arrangements during 2022/2023 following the decision to formally end the s113 arrangements between Cherwell District Council and Oxfordshire County Council.
- (3) That it be noted that the cost of living pay award for 2021/2022 has not yet been agreed or implemented and is therefore not reflected in the figures.

82

Gambling Act 2005 Statement of Licensing Principles

The Assistant Director Regulatory Services & Community Safety submitted a report for Council to consider a revised Statement of Licensing Principles which was required to be published by the council under the Gambling Act 2005.

Resolved

- (1) That the revised Statement of Licensing Principles under the Gambling Act 2005 (annex to the Minutes as set out in the Minute Book) be adopted.

83

Parliamentary Boundary Review update

The Chief Executive submitted a report to update Council on the next stages of the Parliamentary Boundary Review 2023.

Resolved

- (1) That the update on the Parliamentary Boundary Review 2023 be noted.
- (2) That it be noted that the Parliamentary Boundary and Community Governance Review working group will consider and draft a submission to the second and any subsequent consultations.
- (3) That authority be delegated to the Chief Executive, in consultation with the Chairman (or Vice-Chairman in the Chairman's absence) of the Parliamentary Boundary and Community Governance Review working group, to finalise the council's submission and respond on behalf of Cherwell District Council to the second and any subsequent consultation periods held during the review, including via attendance at a public hearing if considered appropriate.

84 **Revision to the Council's Resolution made 26 February 2018 regarding Oxfordshire Housing and Growth Deal**

The Interim Assistant Director, Housing and Social Care Commissioning submitted a report to request a revision to the Resolution made by Council at its meeting on 26 February 2018, regarding the authority delegated to the Chief Executive to agree the Growth Deal Affordable Housing Delivery Plan, and to explain the reasons for the request.

Resolved

- (1) That authority be delegated to the Chief Executive, in consultation with the Leader, to agree the necessary changes and substitutions to the Cherwell District Council Growth Deal affordable housing delivery programme; and
- (2) That authority be delegated to the Chief Executive, in consultation with the S.151 Officer and Lead Member for Finance and Governance, to agree Growth Deal grant agreements and Cherwell District Council Growth Deal 'Top Up' grant agreements subject to available funding.

85 **Exclusion of the Press and Public**

Resolved

That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of that Act and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

86 **Proposed Community-led Housing Scheme - Hook Norton**

The Head of Estates, Assets and Investments and Housing Development & Standards Manager submitted an exempt report to provide an update on the proposed community-led housing scheme in Hook Norton and to seek delegated authority to negotiate and agree revised terms and conditions necessary to complete the sale of Cherwell District Council owned land in Hook Norton to Hook Norton Community Land Trust to enable the development of affordable housing and community facilities.

Resolved

- (1) That the update on the proposed community-led housing scheme be noted.
- (2) That authority be delegated to the Head of Estates, Assets and Investments, in consultation with the Lead Member for Economy,

Regeneration and Property, to negotiate and agree the revised terms and conditions necessary to complete the sale and transfer of Cherwell District Council owned land to Hook Norton Community Land Trust, to enable the development of affordable housing and community facilities.

87 **Notification of Urgent Decision Taken by Director of Finance**

The Interim Assistant Director, Housing and Social Care Commissioning submitted an exempt report to notify Council of an urgent decision taken by the Director of Finance.

Resolved

- (1) That the urgent decision taken by the Director of Finance, under delegated powers (Part 3, paragraph 1.13 (Officer Scheme of Delegation) of the Council's Constitution) to increase the council's Capital Programme by £1.875m in 2021/22, in order to include two affordable housing schemes that will be funded by Oxfordshire Growth Deal funding and Cherwell District Council's Growth Deal Top Up funding (comprising S.106 Commuted Sums) be noted.

88 **Inclusion of additional Growth Deal Scheme in the Capital Programme 2021/2022**

The Interim Assistant Director, Housing and Social Care Commissioning submitted an exempt report to seek approval of the inclusion of additional Growth Deal Scheme in the Capital Programme 2021/2022.

Resolved

- (1) That the inclusion of a Growth Deal funded scheme of 18 affordable homes be included in the Capital Programme 2021/2022 at a total value of £0.761m.
- (2) That authority be delegated to the Assistant Director, Housing and Social Care Commissioning in consultation with the s.151 Officer and the Monitoring Officer to negotiate and agree the terms of the Oxfordshire Growth Deal grant(s) and Cherwell District Council Growth Deal Top Up grant(s) (comprising S.106 Commuted sums) which will enable the affordable housing scheme to be delivered.
- (3) That authority be delegated to the Chief Executive, in consultation with the S.151 Officer and Lead Member for Finance and Governance, to approve and agree Growth Deal grant agreements and Cherwell District Council Growth Deal 'Top Up' grant agreements subject to available funding.

89 **Readmittance of the Press and Public**

Resolved

That the press and public be readmitted to the meeting.

90 **Motions**

The Chair advised that one motion had been submitted. Not amendments to the motion had been submitted. In line with the Constitution, no amendments to the motion were now permitted.

Oxfordshire Growth Needs Assessment (OGNA)

It was proposed by Councillor Middleton and seconded by Councillor Cotter that the following motion be adopted:

“The recent Regulation 18 Part 2 consultation on the Oxfordshire 2050 Plan proposes three growth projections which could be used as the basis for assessing the scale of longer-term housing growth in Oxfordshire. These projections originate from the Oxfordshire Growth Needs Assessment (OGNA) which is a report prepared by consultants advising the Oxfordshire councils.

Major civic groups throughout the county have criticised the basis for the OGNA and have called for it to be peer reviewed before these figures are locked into future stages of the planning and consultation process.

This is now even more vital after a preliminary report on the Regulation 18 consultation response suggested that the highest (or transformational) level of growth was being favoured, although it seems that this was due in large part to responses from landowners and property developers.

This would represent a further significant level of predicted growth in the county which will need to be supported by this council as part of our local plan priorities. This in turn could have serious implications for our five year land supply commitments which are already under considerable strain in Cherwell.

This Council therefore supports calls for an urgent independent peer review of the OGNA to be carried out before we reach the next stage (regulation 19) of the consultation process for the Oxfordshire 2050 Plan. This should include an assessment of the methodology along with clear explanations of the effect of the choices that have been made in preparing the projections.”

No amendments to the motion having been proposed, the motion was debated as submitted. On being put to the vote the motion was lost and therefore fell.

91 **Councillor Timothy Hallchurch MBE**

At the discretion of the Chair, Councillor Hallchurch addressed Council and advised that he would be tendering his resignation as a district councillor due to ill health.

Members and the Chair paid tribute to Councillor Hallchurch for his service to the council and the residents of the district and wish him well for the future.

92 **Emergency Motion**

The Chair advised that in accordance with section 4.18 of the Constitution, she had agreed to allow an emergency motion be added to the agenda.

It was proposed by Councillor Sames and seconded by Councillor Woodcock that the following motion be adopted.

“The commencement of hostilities in the Ukraine by President Putin is a direct threat to the peace and stability of Western Europe and by de facto the residents of this District. The potential for the conflict to escalate is a real and credible threat that we cannot afford to ignore and could draw in military personnel, both full time and reserve, based and living within this District. In a similar fashion to the impact of climate change, like it or not this District will start to feel the impact of either a prolonged or escalated conflict. Residents of the District will be impacted economically in the short term and perhaps to an even greater extent if the situation deteriorates.

This council resolves to denounce the naked aggression of President Putin against a peaceful sovereign nation and to ask the Executive to actively consider any request to provide assistance to any refugees displaced by this conflict.”

In debating the motion, all Member speeches were in support of the motion and on being to the vote, the motion was unanimously agreed.

Resolved

(1) That the following motion be adopted:

“The commencement of hostilities in the Ukraine by President Putin is a direct threat to the peace and stability of Western Europe and by de facto the residents of this District. The potential for the conflict to escalate is a real and credible threat that we cannot afford to ignore and could draw in military personnel, both full time and reserve, based and living within this District. In a similar fashion to the impact of climate change, like it or not this District will start to feel the impact of either a prolonged or escalated conflict. Residents of the District will be impacted economically in the short term and perhaps to an even greater extent if the situation deteriorates.

Council - 28 February 2022

This council resolves to denounce the naked aggression of President Putin against a peaceful sovereign nation and to ask the Executive to actively consider any request to provide assistance to any refugees displaced by this conflict.”

The meeting ended at 10.05 pm

Chairman:

Date:

Cherwell District Council business plan 2022 - 2023



As we come to refresh our business priorities for the next financial year, I am proud to be the leader of a council that listens to its residents and is willing to adapt to deliver the services that residents value most.

Like other local authorities up and down the country, we must chart a careful and responsible path through the challenges presented by uncertainties around government funding, COVID-19 and a growing and ageing population, all of which have presented significant financial pressures in setting our budget for 2022/23.

But that doesn't mean we should lose sight of our vision for the district – we remain an ambitious authority and will continue to find new ways to deliver services differently and more efficiently, prioritising our resources to where they will have the biggest impact.

In our recent consultation on our 2022/23 budget proposals, local people told us that healthy and resilient communities was their top priority. That means using our influence on the built environment and within the leisure sector to make it easier to lead a healthy lifestyle. It also means making the most of our links to partners in the health system and community and voluntary sectors.

We have been creating new active travel routes, supporting people to ride their bikes and enhancing our green spaces. These examples of action will not only aid our recovery from the pandemic but will secure changes that residents can enjoy well into the future, making north Oxfordshire somewhere where people can truly thrive and enjoy their lives.

Both the budget survey and our annual residents' survey showed that supporting vibrant local centres and a dynamic economy are also top priorities. It has been a pleasure to see the first elements of our investment in Castle Quay Waterfront come to fruition over recent months.

With a much needed town centre supermarket, multi-screen cinema and restaurants coming to Banbury canal side, we've taken a big stride towards securing the town's regional status for years to come and creating new jobs too.

While we have had to take some difficult decisions to ensure a balanced budget for this financial year, where the government has offered funding streams for specific purposes, we have been proactive in securing it. For example, funding to enhance the support that's offered to help prevent homelessness and to help small and medium size businesses navigate change throughout the pandemic.

Our work to become a zero carbon council by 2030 is continuing too, with improvements to reduce emissions at leisure centres and investment to install solar panels at more of our council owned properties.

I am confident that our renewed focus on delivering residents' priorities will help make sure Cherwell remains a great place to live and work for years to come.



A handwritten signature in black ink, appearing to read 'Barry Wood'.

Councillor Barry Wood
Leader of Cherwell District Council



Cherwell
DISTRICT COUNCIL
NORTH OXFORDSHIRE

Minute Item 78

Our priorities:

Housing that meets your needs

- Support the delivery of affordable and green housing.
- Ensure minimum standards in rented housing.
- Work with partners supporting new ways to prevent homelessness.
- Support our most vulnerable residents.
- Deliver the Local Plan.



Supporting environmental sustainability

- Work towards our commitment to be carbon neutral by 2030.
- Promote the green economy.
- Support waste reduction, reuse and recycling.
- Work with partners to improve air quality.



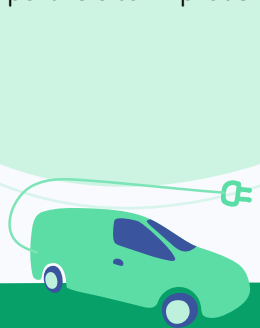
An enterprising economy with strong and vibrant local centres

- Support business retention and growth.
- Work with partners to support skills development and innovation.
- Work with others to support growth.
- Work with partners to promote the district as a visitor destination and attract investment in our town centres.
- Work with businesses to ensure compliance and promote best practice.



Healthy, resilient and engaged communities

- Support and encourage active lifestyles and health and wellbeing.
- Support development of leisure services and facilities meeting the needs of residents.
- Support community and cultural development.
- Work towards our commitment to equalities, diversity and inclusion.
- Work with partners to address the causes of health inequality and deprivation.
- Work with partners to reduce crime and antisocial behaviour.



Delivery themes:

Customers

Deliver high quality, accessible and convenient services that are right first time.



Healthy places

Work collaboratively to create sustainable, thriving communities that support good lifestyle choices connecting us to each other and the natural environment.



Partnerships

Work with partners across all sectors to deliver and improve services for our residents and communities.



Continuous improvement

Make the best use of our resources and focus on improvement, innovation and staff development to maintain and enhance services.



Climate action

Support residents and local businesses to reduce their carbon emissions. Continue to transform our own estate to deliver our carbon neutral commitments.



CO₂

COVID-19 recovery and renewal

Work with partners in the health and voluntary sectors to help our local business and residents respond, and ensure together, we are in a stronger position to meet the health, economic and social challenges of the future.



Including everyone

Our equalities, diversity and inclusion framework outlines how we plan to create an inclusive community and workplace in Cherwell, through fair and equitable services.

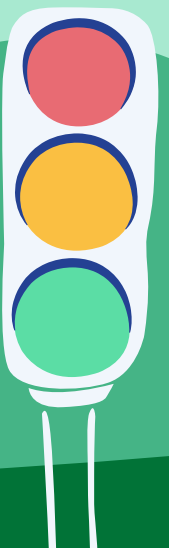
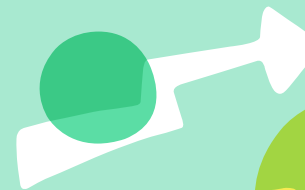


Performance management framework

Cherwell District Council's performance management framework sets out the key actions, projects and programmes of work that contribute to the delivery of the 2022 business plan and the priorities of the council. The supporting measures and key performance indicators are reported on a monthly basis to highlight progress, identify areas of good performance and actions that have been taken to address underperformance or delay.

To measure performance a 'traffic light' system is used. Where performance is on or ahead of target, it is rated green. Where performance is slightly behind the target it is rated amber. A red rating indicates performance is off target.

The monthly performance cycle also includes the management and reporting of leadership risk and financial information. This provides an overview of the council's progress against its strategic priorities and delivery themes as set out earlier in this business plan.



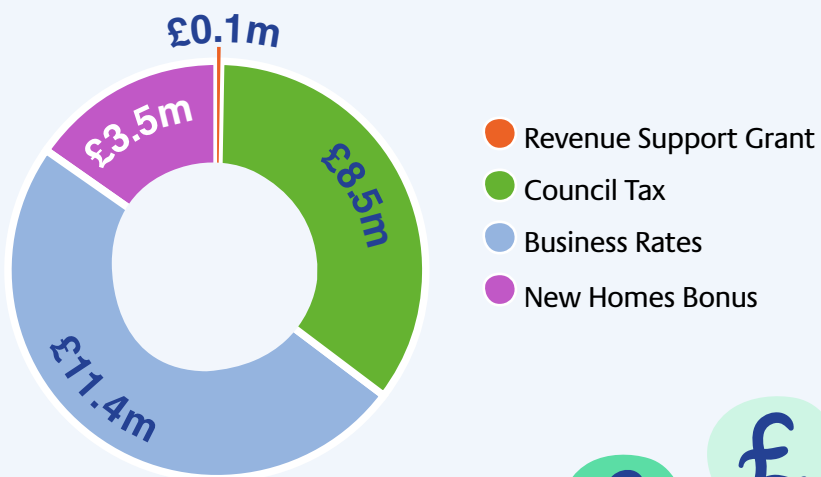
Council funding



Where our money comes from

Thirty six per cent of our funding for services comes directly from Council Tax, with the rest coming from the New Homes Bonus Scheme, Business Rates and Government Revenue Support Grant.

2022/23 funding sources



How we generate income

We generate income by asking people and organisations to pay fees and charges for some of our services such as for planning, car parking and for licences. We also receive rental income from properties the council owns such as Castle Quay and Pioneer Square.



Contact us

Get in touch

Did you know you can access council information and services around the clock at www.cherwell.gov.uk

Email: customer.service@cherwell-dc.gov.uk

Phone: 01295 227001

Find and email your ward councillor here:

www.cherwell.gov.uk/find-member

Write:

Cherwell District Council
Customer Services
Bodicote House
Bodicote
Banbury
Oxfordshire
OX15 4AA



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Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Appendix 11 - Budget Book

Directorate	Service	Division	Gross		Net Expenditure /
			Expenditure	Gross Income	(Income)
			£m	£m	£m
CDA&I	Law and Governance	Civic Ceremonies	0.003	-	0.003
		Democratic	0.626	-	0.626
		Elections	0.226	(0.014)	0.212
		Legal	0.755	(0.050)	0.705
		Law and Governance Total	1.610	(0.064)	1.546
	Procurement and Contracts	Procurement	0.162	-	0.162
		Procurement and Contracts Total	0.162	-	0.162
	Property Investment Contract	Property	2.164	(2.520)	(0.356)
		Property Investment Contract Total	2.164	(2.520)	(0.356)
	Regulatory Services	Enforcement	0.268	(0.035)	0.233
		Environment Health Licensing	1.227	(0.236)	0.992
		Licensing	0.254	(0.366)	(0.112)
		Regulatory Services Total	1.749	(0.636)	1.112
	Castle Quay Development	Castle Quay Development	1.025	(3.865)	(2.840)
Castle Quay Development Total		1.025	(3.865)	(2.840)	
CDA&I Total			6.709	(7.085)	(0.377)
CODR	Comms, Strategy and Insight	Communications and Media	0.250	(0.020)	0.230
		Insight and Corporate Progs	0.311	-	0.311
		Strategy	0.113	-	0.113
		Comms, Strategy and Insight Total	0.674	(0.020)	0.654
	Digital and IT	Information Technology	1.423	(0.188)	1.235
		Digital and IT Total	1.423	(0.188)	1.235
	Finance	Finance	2.063	(0.072)	1.991
		Fraud Team	0.068	-	0.068
		Revenue and Benefits	26.982	(26.191)	0.792
		Finance Total	29.113	(26.263)	2.850
	Human Resources	HR OD and Payroll	0.822	-	0.822
		Human Resources Total	0.822	-	0.822
	Customer Services and Land Charges	Contract Centre Services	1.250	(0.298)	0.952
		Customer Services and Land Charges Total	1.250	(0.298)	0.952
CODR Total			33.282	(26.769)	6.513
Environment and Place	Environment and Waste	Car Parks	1.028	(2.438)	(1.409)
		Environment and Waste	0.259	-	0.259
		Landscaping	2.022	(0.975)	1.047
		Street Cleansing	1.601	(0.386)	1.215
		Vehicle Maintenance and MOTs	1.054	(0.992)	0.062
		Waste and Recycling	6.017	(3.133)	2.884
		Environment and Waste Total	11.982	(7.925)	4.057
	Growth and Economy	AD Econ Regen	0.105	-	0.105
		Affordable Rents	0.172	(1.190)	(1.018)
		Bicester Regen Programme	0.572	(0.002)	0.570
		Economic Dev	0.351	-	0.351
		Growth Deal	0.204	-	0.204
		Shared Ownership	0.375	(0.285)	0.090
		Transport Delivery	0.034	-	0.034
	Growth and Economy Total	1.813	(1.477)	0.336	
	Planning and Development	Building Control	0.495	(0.440)	0.055
		Conservation	0.148	-	0.148
Development Control		2.416	(1.989)	0.427	
Planning Polcy		1.122	-	1.122	
	Planning and Development Total	4.180	(2.428)	1.752	
Environment and Place Total			17.975	(11.830)	6.145
Housing	Housing and Social Care Comm	Housing Needs	1.014	(0.132)	0.882
		Private Sector Housing	0.553	(0.295)	0.258
		Strategic Housing	2.445	(1.934)	0.511
		Housing and Social Care Comm Total	4.011	(2.361)	1.651
	Housing Total			4.011	(2.361)
Wellbeing	Healthy Shaping Place	Healthy Place Shaping	0.261	(0.010)	0.251
		Healthy Shaping Place Total	0.261	(0.010)	0.251
	Wellbeing	Communities	1.276	(0.002)	1.274
		Leisure	0.502	(0.335)	0.168
		Sport	1.207	(1.209)	(0.002)
		Wellbeing Total	2.984	(1.545)	1.439
Wellbeing Total			3.245	(1.555)	1.690
Services Sub-total			65.222	(49.601)	15.622
Corporate Costs	Corporate Costs	Corporate Costs	10.262	(5.946)	4.316
		Corporate Costs Total	10.262	(5.946)	4.316
	Corporate Costs Total			10.262	(5.946)
Policy Contingency	Policy Contingency	Policy Contingency	3.554	-	3.554
		Funding Total	3.554	-	3.554
	Funding Total			3.554	-
Net Cost of Services			79.039	(55.547)	23.492

Appendix 3 - Savings 2022/23

Figures are shown as an incremental, year on year change to the budget

Commercial development, assets and investments									
Reference	Existing or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTF5 (£m)	
SAV2133a	Existing	Full year effect of establishing a joint CDC/Oxfordshire County Council Property Service by sharing resources and functions.	(0.076)	-	-	-	-	(0.076)	
SAV2133b	Existing	Continuation of temporary reduced spend on utilities due to reduced occupancy in Bodicote House until 2023/24.	-	0.030	-	-	-	0.030	
SAV2133d	Existing	Removal of planned LED lighting project at Bodicote House. This has been replaced with LED lighting projects across other properties.	(0.061)	0.120	-	-	-	0.059	
SAV2139	Existing	Continued removal of time limited project review funding within Commercial Growth.	-	0.016	-	-	-	0.016	
SAV2141	Existing	Minor fallout of time limited saving linked to post reduction within Commercial Growth.	0.002	0.002	0.001	0.001	0.001	0.007	
SPROT221	New	Delete a vacant part-time post in the environmental services team which has been vacant since April 2021 and so should have no impact on current service provision	(0.022)	-	-	-	-	(0.022)	
SCIVC221	New	Delete unused budget allocation within civic ceremonies	(0.001)	-	-	-	-	(0.001)	
SDEMO225	New	Delete a vacant post within the democratic services team	(0.027)	-	-	-	-	(0.027)	
SDEMO227	New	Stop the subscription to the Local Government Information Unit	(0.003)	-	-	-	-	(0.003)	
SELEC221	New	Review of recharges to Parishes for CDC running Parish Elections	(0.002)	(0.002)	(0.001)	-	(0.002)	(0.007)	
SLEGL223	New	Review of the budget for legal services has identified savings in the administration of information governance work	(0.005)	-	-	-	-	(0.005)	
SCOMC221	New	Delete vacant assistant director post and reallocate work across existing resources	(0.069)	(0.017)	(0.001)	(0.001)	-	(0.088)	
SPROC221	New	Reduce procurement posts	(0.012)	-	-	-	-	(0.012)	
SINVP221	New	Increase rental income from commercial council properties through contractual lease reviews	(0.125)	(0.032)	0.074	0.020	(0.035)	(0.098)	
SINVP222	New	Reduce business rate cost to the council for Franklin House (former customer services office) through letting the property	(0.012)	-	-	-	-	(0.012)	
SPREV221	New	Reduce utility costs at the council's main office, Bodicote House	(0.032)	-	-	-	-	(0.032)	
SPREV222	New	End the maintenance and repairs services contract and procure these services from Oxfordshire County Council when needed	(0.053)	-	-	-	-	(0.053)	
SPREV226	New	Stop leasing the space for customer services at Exeter Hall, Kidlington	(0.007)	-	-	-	-	(0.007)	
SCSAF222	New	Delete the vacant community safety manager post and replace with a shared management post with the county council	(0.042)	-	-	-	-	(0.042)	
SENFO221	New	Delete vacant environmental enforcement assistant post	(0.033)	-	-	-	-	(0.033)	
SENFO222	New	Stop providing dog fouling bags to residents	(0.005)	-	-	-	-	(0.005)	
SSAFE221	New	Increase of income is expected from increased demand for regulatory services eg food hygiene training, food product certification	(0.020)	-	-	-	-	(0.020)	
SSAFE222	New	Reduce administrative support, including deleting a vacant post and absorbing responsibilities across regulatory services	(0.028)	-	-	-	-	(0.028)	
		Total	(0.633)	0.117	0.073	0.020	(0.036)	(0.459)	

Customers, organisational development and resources

Reference	Existing or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTF5 (£m)
SAV2155	Existing	Fallout of one-off saving of temporarily holding vacant posts in Communications, Strategy and Insight.	0.021	-	-	-	-	0.021
SAV2172	Existing	This proposal will deliver targeted savings across Digital & IT. It will require capital funding to deliver and will take 12 to 18 months to achieve	(0.130)	-	-	-	-	(0.130)
SAV2198	Existing	Fallout of one-off reduction in contract costs.	0.114	-	-	-	-	0.114
SBTRA221	New	Stop contributing towards the running costs of a joint strategy and policy service and commission from the county council per job	(0.032)	-	-	-	-	(0.032)
SBTRA222	New	Reduce the supplies and services budget for research and corporate programme work	(0.008)	-	-	-	-	(0.008)
SCOMM221	New	Share the communications support role and costs with the county council	(0.016)	-	-	-	-	(0.016)
SCOMM222	New	Review externally provided website content support and make savings as part of a web and digital project with the county council	(0.010)	-	-	-	-	(0.010)
SCUST221	New	Remove the requirement for customer service advisors to wear uniforms	(0.005)	-	-	-	-	(0.005)
SLAND222	New	Increase the Con 29 land search fee, a form used to request information held by a local authority about a property	(0.016)	-	-	-	-	(0.016)
SASSU221	New	Reduce the costs of the internal audit contract	(0.007)	-	-	-	-	(0.007)
SFREV221	New	Reduce the cost of the revenues and benefits service now the service is being delivered by the council and no longer outsourced	(0.027)	(0.013)	-	-	-	(0.040)
SHUMR222	New	Reduce the equipment and IT equipment budget in line with previous year's usage	(0.002)	-	-	-	-	(0.002)
SHUMR223	New	Reduce the specialist support required to develop the HR and payroll management system	(0.006)	-	-	-	-	(0.006)
SHUMR224	New	Remove the budget no longer required for security services expenses	(0.001)	-	-	-	-	(0.001)
SHUMR225	New	Reduce computer software, licensing and maintenance costs within HR	(0.024)	-	-	-	-	(0.024)
SHUMR226	New	Remove the budget for professional HR subscriptions, which is no longer used	(0.005)	-	-	-	-	(0.005)
SHUMR227	New	Reduce council training budgets in HR made possible through increased access to online training and reduced travel costs	(0.040)	-	-	-	-	(0.040)
SITSI221	New	Raise additional income through joint project work, eg offering ICT technical expertise, with Oxfordshire County Council	(0.050)	-	-	-	-	(0.050)
		Total	(0.244)	(0.013)	-	-	-	(0.257)

Environment and place

Reference	Existing or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTF5 (£m)
SAV025	Existing	Increasing car parking charges	(0.005)	(0.100)	(0.045)	-	-	(0.150)
SAV2101b	Existing	Rental increase for affordable homes and shared ownership properties owned by the Council.	(0.095)	-	-	-	-	(0.095)
SAV2145	Existing	Introduce a new food waste collection service giving residents the opportunity to recycle their food waste on a weekly basis. This will reduce the amount of residual waste and increase CDC's recycling rate. Residents will still be able to subscribe to our current well used garden waste collection service, which will incur a charge.	(0.636)	(0.210)	(0.077)	-	-	(0.923)
SCARP221	New	Reduce car park management charges following the end of the current contract	(0.100)	-	-	-	-	(0.100)
SCARP222	New	Increase annual car parking charge of no more than 10p per hour	(0.066)	(0.100)	(0.100)	(0.100)	(0.100)	(0.466)
SCARP223	New	Remove external parking enforcement costs due to the introduction of civil parking enforcement	(0.037)	-	-	-	-	(0.037)
SENV221	New	Growth of income from business waste collection as the economy has reopened post COVID restrictions lifting	(0.020)	-	-	-	-	(0.020)
SSCEN221	New	Growth of income from market trading through more pitches being sold and more markets running	(0.035)	-	-	-	-	(0.035)
SWAST221	New	Reduce waste processing facility charges as a result of improved recycling material prices	(0.300)	-	-	-	-	(0.300)
SAFFH221	New	Prioritise the building of affordable and social housing through greater partnership work with registered providers and developers, shifting the emphasis away from direct delivery by the Council	(0.130)	(0.185)	-	-	-	(0.315)
SECON221	New	Reductions in cost of economic development due to vacancy management	(0.039)	-	-	-	-	(0.039)
SBCON221	New	Increase building control fees	(0.009)	(0.001)	(0.001)	(0.001)	(0.001)	(0.013)
SDMAN221	New	Reduce technical advisory costs for developments initially through the planning application process	(0.028)	-	-	-	-	(0.028)
SDMAN222	New	Reduce the budget for the use of external specialist advisors eg legal when handling planning applications and appeals.	(0.008)	-	-	-	-	(0.008)
SDMAN224	New	Increase income from planning performance agreements (used to agree and resource a process for considering major development proposals)	(0.025)	-	-	-	-	(0.025)
SDMAN225	New	Increase planning pre-application charges	(0.016)	(0.002)	(0.001)	(0.002)	(0.001)	(0.022)
		Total	(1.549)	(0.594)	(0.224)	(0.103)	(0.102)	(2.576)

Housing								
Reference	Existing or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTF5 (£m)
SADHO224	New	Review housing service management costs	(0.033)	-	-	-	-	(0.033)
SHOST221	New	Review the housing service seeking to improve efficiencies in the service	(0.040)	-	-	-	-	(0.040)
SDEBT221	New	Review the debt and money advice contract to assess future options and cost reductions	(0.010)	(0.011)	-	-	-	(0.021)
SHIA221	New	Review service level agreement with Oxfordshire County Council on home improvement agency fees	(0.013)	-	-	-	-	(0.013)
SHIA222	New	Use the Disabled Facilities Grant to fund some minor works costs and reduce costs to the council. There is no impact on service provision.	(0.025)	-	-	-	-	(0.025)
SHOME221	New	Fund the connections outreach contract using the Homeless Prevention Grant (HPG) and reduce costs to the council. It is anticipated that the HPG will increase in 2022/23 compared to previous budget assumptions. There is no impact on service provision.	(0.045)	-	-	-	-	(0.045)
SHOME222	New	Fund the adult homeless pathway contribution, using HPG and reduce costs to the council. It is anticipated that the HPG will increase in 2022/23 compared to previous budget assumptions. There is no impact on service provision.	(0.063)	-	-	-	-	(0.063)
SHOME223	New	Fund our support for the Salvation Army from the HPG and reduce costs to the council. It is anticipated that the HPG will increase in 2022/23 compared to previous budget assumptions. There is no impact on service provision.	(0.010)	-	-	-	-	(0.010)
		Total	(0.239)	(0.011)	-	-	-	(0.250)

Wellbeing								
Reference	Existing or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTF5 (£m)
SAV2117	Existing	Fallout of one-off reduction in the cost of the leisure contract linked to repairs and maintenance requirements.	0.400	-	-	-	-	0.400
SAV2123	Existing	Working with partners to make Stratfield Brake more accessible and need less subsidy to operate well.	(0.004)	-	-	-	-	(0.004)
SHEAL221	New	Secure grant income to support healthy place shaping activity	(0.010)	-	-	-	-	(0.010)
SCDEV221	New	Stop the annual increase in the base grant to The Mill Arts Centre	(0.010)	-	-	-	-	(0.010)
SCGRA221	New	Reduce administrative support for grants in line with a reduction in grant processing	(0.036)	-	-	-	-	(0.036)
SCPAR221	New	Remove vacant policy post in health and wellbeing	(0.017)	-	-	-	-	(0.017)
SCSBS221	New	Reduction in administrative support in the communities and leisure business support team	(0.009)	-	-	-	-	(0.009)
SLEIS221	New	Review long-term contract with the council's leisure provider and adjust the service offer to reduce annual costs.	(0.500)	-	-	-	-	(0.500)
SLEIS222	New	Reduce management fees for the operation of Woodgreen Leisure Centre	(0.030)	-	-	-	-	(0.030)
SMUSE221	New	Reduce the grant funding to the Banbury Museum Trust	-	-	(0.012)	(0.025)	(0.050)	(0.087)
SMUSE222	New	Reduce landscape maintenance costs, by requiring Banbury Museum Trust to fund this	(0.003)	-	-	-	-	(0.003)
SSDEV221	New	Increase grant funding through external applications for sports development outreach programmes reducing costs to the council	(0.010)	-	-	-	-	(0.010)
		Total	(0.229)	-	(0.012)	(0.025)	(0.050)	(0.316)

Corporate								
Reference	Existing or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTF5 (£m)
SCORP221	New	Reduce business mileage	(0.013)	-	-	-	-	(0.013)
		Total	(0.013)	-	-	-	-	(0.013)

		Total Existing Savings	(0.476)	(0.142)	(0.121)	0.001	0.001	(0.731)
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		Total New Savings	(2.437)	(0.363)	(0.042)	(0.109)	(0.189)	(3.140)
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Appendix 4 - New Pressures 2022/23

Figures are shown as an incremental, year on year change to the budget

Commercial development, assets and investments								
Reference	Existing, Savings Non-Delivery, or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTFS (£m)
UNAV2101	Existing	Fallout of one-off dilapidations budget pressure	(0.045)	-	-	-	-	(0.045)
SAV2190	Existing	Fallout of one-off pressure for Health and Safety Works relating to Council owned properties	(0.100)	-	-	-	-	(0.100)
GRW2106	Existing	Fallout of one-off pressure for the Canalside Development	(0.100)	-	-	-	-	(0.100)
SAV2193	Existing	Forecast change in rental incomes for Council owned properties	(0.213)	(0.090)	0.205	0.012	-	(0.086)
SAV2152	Existing	Fallout of one-off pressure for professional fees relating to marketing and letting of retail units at Castle Quay Waterfront	(0.250)	-	-	-	-	(0.250)
SAV2151, PCQUAY221	Existing and New	Forecast change in rental incomes for Castle Quay shopping centre.	(1.168)	(0.225)	(0.776)	0.371	-	(1.798)
SAV2173	Savings Non-Delivery	No longer replacing agency with contracted staff or increasing external income from developers.	0.050	-	-	-	-	0.050
PLEGL221	New	Deletion of income targets for externally charged legal services	0.193	-	-	-	-	0.193
PLEGL222	New	Additional spend on locums (legal)	0.146	-	-	-	-	0.146
PPCAP222	New	Dover Avenue garage complex - one-off cost of demolition	0.108	(0.108)	-	-	-	-
PPCAP223	New	Investigate council owned land for progression to planning consent in principle - one-off costs for feasibility	0.048	(0.048)	-	-	-	-
PCSAF221	New	Public Space CCTV monitoring and maintenance budget shortfall	0.017	-	-	-	-	0.017
		Total	(1.314)	(0.471)	(0.571)	0.383	-	(1.973)

Customers, organisational development and resources

Reference	Existing, Savings Non-Delivery, or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTFS (£m)
GRW011	Existing	Finance "Growing Our own"	(0.012)	-	-	-	-	(0.012)
GRW045	Existing	HR Apprentice	(0.012)	-	-	-	-	(0.012)
SAV2172	Savings Non-Delivery	Non-delivery of Digital & IT savings	0.112	-	-	-	-	0.112
SAV2188a	Savings Non-Delivery	Minor non-delivery of service redesign in the HR Transactional Team due to the roll out of i-Trent.	0.001	-	-	-	-	0.001
PCOMM221	New	Renewal of contract for community engagement business system	-	0.016	(0.001)	-	-	0.015
PPERF221	New	Funding for the council's performance management business system	-	-	0.010	-	-	0.010
PFCOS221	New	Increased Insurance costs	0.050	-	-	-	-	0.050
PFREV221	New	Additional Housing Benefit Subsidy costs to the Council due to the errors identified in processing claims	0.196	0.004	(0.200)	-	-	-
PFSUP221	New	Increase in the Finance Department staffing capacity	0.091	-	-	-	-	0.091
PHUMR221	New	Loss of income due to contract for Human Resources service provision ending with other local authority	0.045	-	-	-	-	0.045
PITSI221	New	Loss of income due to contract for ICT service provision ending with other local authority	0.378	-	-	-	-	0.378
		Total	0.849	0.020	(0.191)	-	-	0.678

Environment and place

Reference	Existing, Savings Non-Delivery, or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTFS (£m)
GRW033	Existing	Fallout of time limited funding for the Kidlington Masterplan Delivery Project	(0.050)	-	-	-	-	(0.050)
GRW002	Existing	Growth Deal - Year 3 CDC Plan Resourcing	0.002	(0.321)	-	-	-	(0.319)
GRW013	Existing	Increase in Waste Collection crew required due to district growth.	-	0.170	-	-	-	0.170
SAV2144	Savings Non-Delivery	Lower than anticipated car parking income	0.294	-	-	-	-	0.294
	New	Subscriptions	0.054	-	-	-	-	0.054
PCARP222	New	Increase in business rates charges for the council's car parks	0.107	-	-	-	-	0.107
PSCEN221	New	Contribution towards AJ Bell Women's Cycling Tour in 2022/23	0.030	(0.030)	-	-	-	-
PWAST223	New	Increasing fuel costs	0.073	-	-	-	-	0.073
PAFFH221	New	Increase in budget to reflect the full costs of the rent collection contract	0.015	-	-	-	-	0.015
PAFFH222	New	Increase in budget to reflect the on-call costs of staff	0.010	-	-	-	-	0.010
PAFFH223	New	Additional repairs and maintenance funding is required to cover recent additional increases in costs relating to building labour and materials	0.006	-	-	-	-	0.006

PDMAN223	New	Investment in development management to support service delivery due to increased demand	0.115	(0.050)	-	-	-	0.065
		Total	0.656	(0.231)	-	-	-	0.425

Housing

Reference	Existing, Savings Non-Delivery, or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTFS (£m)
SAV2112	Savings Non-Delivery	Ensure that civil penalties are rigorously imposed and recovered in all appropriate cases in order that income is maximised.	0.009	-	-	-	-	0.009
PHOSD221	New	Anticipated reduced income from housing enforcement fines	0.030	-	-	-	-	0.030
		Total	0.039	-	-	-	-	0.039

Wellbeing

Reference	Existing, Savings Non-Delivery, or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTFS (£m)
GRW028	Existing	Fallout of temporary Social Prescribing funding of the Community Connect Programme	(0.022)	-	-	-	-	(0.022)
GRW030	Existing	Fallout of time limited funding for the Mill Arts trust Centre	(0.030)	-	-	-	-	(0.030)
GRW026	Existing	Fallout of time limited funding for the FAST Programme - Wellbeing Service	-	(0.027)	-	-	-	(0.027)
PLEIS221	New	Increase in utility costs	0.035	-	-	(0.035)	-	-
PMEMB221	New	Loss of income from administering the member priority fund	0.023	-	-	-	-	0.023
PMUSE221	New	Inflationary increase in the grant the council pays to the Banbury museum	0.010	-	-	-	-	0.010
		Total	0.016	(0.027)	-	(0.035)	-	(0.046)

Corporate Costs

Reference	Existing, Savings Non-Delivery, or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTFS (£m)
UNAV2105	Existing	Fallout of time limited funding for Housing and Growth Deal contribution	-	(0.052)	-	-	-	(0.052)
		Total	-	(0.052)	-	-	-	(0.052)

Policy Contingency

Reference	Existing, Savings Non-Delivery, or New	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total MTF5 (£m)
SAV21100	Existing	Fallout of one-off contingency for additional costs to compensate leisure for not being able to run at capacity due to Covid-19 restrictions.	(0.700)	-	-	-	-	(0.700)
SAV2178	Existing	Fallout of one-off contingency for lower planning application and pre-application fee income	(0.275)	-	-	-	-	(0.275)
UNAV2106	Existing	Fallout of one-off contingency for Redundancy and Pension Fund Strain contributions	(0.250)	-	-	-	-	(0.250)
LCTS	Existing	Fallout of one-off Harship Fund grant support	(0.159)	-	-	-	-	(0.159)
		Total	(1.384)	-	-	-	-	(1.384)
		Total Existing Pressures	(3.384)	(0.619)	0.370	0.012	-	(3.621)
		Total Savings Non-Delivery	0.466	-	-	-	-	0.466
		Total New Pressures	1.780	(0.142)	(1.132)	0.336	-	0.842
		Total Pressures	(1.138)	(0.761)	(0.762)	0.348	-	(2.313)

Appendix 16 - Capital Bids 2022/23

Figures are shown as the total expenditure due to be incurred in each year

Commercial development, assets and investments							
Reference	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total Cost (£m)
CINVP221	Renewal of expiring energy performance certificates (EPC) and associated works to ensure properties achieve minimum standards for energy efficiency	0.096	-	-	-	-	0.096
CINVP222	Strategic plan to deliver energy Performance certificates (EPC) rating of at least B for Council owned commercial properties	0.060	-	-	-	-	0.060
CPCAP221	Renewal of electrical incoming main at Thorpe Lane depot	0.270	-	-	-	-	0.270
CPCAP228	Installation of solar photovoltaic cells at council properties	0.079	-	-	-	-	0.079
CCQUAY221	Castle Quay	3.500	-	-	-	-	3.500
	Total	4.005	0.000	0.000	0.000	0.000	4.005

Customers, organisational development and resources							
Reference	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total Cost (£m)
CHUMR221	Upgrades to the Human Resources Management System	-	0.030	0.030	0.030	0.030	0.120
CFSUP222	Upgrade system to process card payments and direct debits	0.055	-	-	-	-	0.055
	Total	0.055	0.030	0.030	0.030	0.030	0.175

Environment and place							
Reference	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total Cost (£m)
CVEHM223	Purchase land for new Bicester depot	3.000	-	-	-	-	3.000
CENVC221	Invest in additional commercial waste containers	0.010	0.010	-	-	-	0.020
CSCEN221	Invest in upgrading market equipment	0.015	-	-	-	-	0.015
CPCON221	Refurbishment of Kidlington public conveniences	0.090	-	-	-	-	0.090
CAFFH223	Affordable Housing Project	1.200	-	-	-	-	1.200
	Total	4.315	0.010	0.000	0.000	0.000	4.325

Wellbeing							
Reference	Description	2022/23 (£m)	2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total Cost (£m)
CLEIS221	Replacement pool covers at Woodgreen open-air pool	0.032	-	-	-	-	0.032
CCPAR221	S106 Capital Projects	1.752	-	-	-	-	1.752
	Total	1.784	0.000	0.000	0.000	0.000	1.784

	Total Capital Projects	10.159	0.040	0.030	0.030	0.030	10.289
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Appendix 17: Cherwell District Council - Capital Programme

Capital Expenditure Project Description	Year Introduced	2022/23					2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total (£m)
		Reprofiled (£m)	New Projects (£m)	Adjust's (£m)	Existing Projects (£m)	Total (£m)					
Castle Quay 1	2017/18	-	3.500	-	-	3.500	-	-	-	-	3.500
Thorpe Lane Depot - Renewal of Electrical Incoming Main	2022/23	-	0.270	-	-	0.270	-	-	-	-	0.270
CDC Feasibility of utilisation of property space	2019/20	0.100	-	-	-	0.100	-	-	-	-	0.100
Housing & IT Asset System joint CDC/OCC	2018/19	0.100	-	-	-	0.100	-	-	-	-	0.100
Banbury Health Centre - Refurbishment	2021/22	0.100	-	-	-	0.100	-	-	-	-	0.100
Banbury Museum Pedestrian Bridge	2021/22	0.048	-	-	-	0.048	-	-	-	-	0.048
Bicester East Community Centre	2021/22	0.030	-	-	1.240	1.270	-	-	-	-	1.270
Bodicote House Fire Compliance Works	2019/20	0.071	-	-	0.070	0.141	-	-	-	-	0.141
Corporate Asbestos Surveys	2019/20	0.100	-	-	-	0.100	-	-	-	-	0.100
Energy Performance Certificates (EPC) Government Implementation of Target B - Strategic Plan	2022/23	-	0.060	-	-	0.060	-	-	-	-	0.060
Expiring Energy Performance Certificates (EPC) plus Associated Works	2022/23	-	0.096	-	-	0.096	-	-	-	-	0.096
H&S Works to Banbury Shopping Arcade	2021/22	0.117	-	-	-	0.117	-	-	-	-	0.117
Horsefair Banbury	2020/21	0.055	-	-	-	0.055	-	-	-	-	0.055
Installation of Solar PV to CDC Property	2022/23	-	0.079	-	-	0.079	-	-	-	-	0.079
Retained Land	2021/22	0.070	-	-	0.130	0.200	-	-	-	-	0.200
Thorpe Place Roof Works	2021/22	0.030	-	-	-	0.030	-	-	-	-	0.030
Works From Compliance Surveys	2019/20	0.147	-	-	-	0.147	-	-	-	-	0.147
Community Development, Assets and Investments Total		0.968	4.005	-	1.440	6.413	-	-	-	-	6.413
iTrent HR System Upgrades	2022/23	-	-	-	-	-	0.030	0.030	0.030	0.030	0.120
Project Manager for HR/Payroll system	2020/21	0.096	-	-	-	0.096	-	-	-	-	0.096
Processing Card Payments and Direct Debits	2022/23	-	0.055	-	-	0.055	-	-	-	-	0.055
Council Website and Digital Services	2021/22	0.075	-	-	-	0.075	-	-	-	-	0.075
IT Shared Services	2021/22	0.150	-	-	-	0.150	-	-	-	-	0.150
Customers and Organisational Development Total		0.321	0.055	-	-	0.376	0.030	0.030	0.030	0.030	0.496

Appendix 17: Cherwell District Council - Capital Programme

Capital Expenditure Project Description	Year Introduced	2022/23					2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total (£m)
		Reprofiled (£m)	New Projects (£m)	Adjust's (£m)	Existing Projects (£m)	Total (£m)					
East West Railways	2015/16	0.005	-	-	0.020	0.025	0.020	0.020	0.020	0.020	0.105
Additional commercial waste containers	2022/23	-	0.010	-	-	0.010	0.010	-	-	-	0.020
Bicester Country Park	2020/21	-	-	-	0.055	0.055	-	-	-	-	0.055
Car Park Refurbishments	2017/18	0.050	-	-	-	0.050	-	-	-	-	0.050
Car Parking Action Plan Delivery	2020/21	0.085	-	-	-	0.085	-	-	-	-	0.085
Commercial Waste Containers	2019/20	-	-	-	0.025	0.025	0.025	-	-	-	0.050
Depot fuel system renewal	2020/21	0.035	-	-	-	0.035	-	-	-	-	0.035
Kidlington Public Convenience Refurbishment	2022/23	-	0.090	-	-	0.090	-	-	-	-	0.090
Land for new Bicester Depot	2022/23	-	3.000	-	-	3.000	-	-	-	-	3.000
Market Equipment Replacement	2022/23	-	0.015	-	-	0.015	-	-	-	-	0.015
Off Road Parking Facilities	2015/16	0.018	-	-	-	0.018	-	-	-	-	0.018
On Street Recycling Bins	2019/20	0.018	-	-	-	0.018	-	-	-	-	0.018
Street Scene Fencing, Street Furniture and Railings	2020/21	-	-	-	0.012	0.012	0.012	0.012	-	-	0.036
Thorpe Lane Depot capacity enhancement	2019/20	0.130	-	-	-	0.130	-	-	-	-	0.130
Vehicle Replacement Programme	Annual	0.299	-	-	0.664	0.963	1.102	1.316	0.926	1.000	5.307
Admiral Holland Redevelopment Project (phase 1b)	2015/16	0.061	-	-	-	0.061	-	-	-	-	0.061
Affordable Housing	2022/23	-	1.200	-	-	1.200	-	-	-	-	1.200
Bicester Library (phase 1b)	2015/16	0.845	-	-	-	0.845	-	-	-	-	0.845
Build Team Essential Repairs & Improve C	2020/21	0.155	-	-	-	0.155	-	-	-	-	0.155
Bullmarsh Close (Phase 2)	2018/19	0.017	-	-	-	0.017	-	-	-	-	0.017
Fairway Flats Refurbishment	2021/22	0.110	-	-	0.244	0.354	-	-	-	-	0.354
Environment and Place Total		1.828	4.315	-	1.020	7.163	1.169	1.348	0.946	1.020	11.646

Appendix 17: Cherwell District Council - Capital Programme

Capital Expenditure Project Description	Year Introduced	2022/23					2023/24 (£m)	2024/25 (£m)	2025/26 (£m)	2026/27 (£m)	Total (£m)
		Reprofiled (£m)	New Projects (£m)	Adjust's (£m)	Existing Projects (£m)	Total (£m)					
Housing Services - Capital	2022/23	-	-	0.190	-	0.190	-	-	-	-	0.190
Disabled Facilities Grants	Annual	0.196	-	1.240	0.375	1.811	-	-	-	-	1.811
Discretionary Grants Domestic Properties	Annual	0.093	-	-	0.150	0.243	0.150	0.150	0.150	0.150	0.843
Housing Total		0.289	-	1.430	0.525	2.244	0.150	0.150	0.150	0.150	2.844
Bicester Leisure Centre Extension	2013/14	-	-	-	0.050	0.050	-	-	-	-	0.050
Replacement pool covers at Woodgreen open-air pool	2022/23	-	0.032	0.008	-	0.040	-	-	-	-	0.040
S106 Capital Costs	Ongoing	-	1.752	0.008	-	1.744	-	-	-	-	1.744
Wellbeing Total		-	1.784	-	0.050	1.834	-	-	-	-	1.834
Total Capital Expenditure		3.406	10.159	1.430	3.035	18.030	1.349	1.528	1.126	1.200	23.233

Capital Financing	(£m)	(£m)	(£m)	(£m)	(£m)	(£m)
Long Term Borrowing	3.970	0.349	-	0.000	1.200	5.519
Council Resources [1]	10.700	1.000	1.528	1.126	-	14.354
External Funding	3.360	-	-	-	-	3.360
Total Capital Financing	18.030	1.349	1.528	1.126	1.200	23.233

[1] Council resource usage is currently comprised of £4.7m from reserves in 22/23 and elements of loan principal repayments in 22/23 (£6m), 23/24 (£1m), 24/25 (£1.5m) and 25/26 (£1.1m)

Cherwell District Council

Treasury Management Strategy Statement 2022-23

Introduction

Treasury management is the management of the council's cash flows, borrowing and investments, and the associated risks. The council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of financial risk are therefore central to the council's prudent financial management.

Treasury risk management at the council is conducted within the framework of the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice 2017 Edition* (the CIPFA Code) which requires the council to approve a treasury management strategy before the start of each financial year. This report fulfils the council's legal obligation under the *Local Government Act 2003* to have regard to the CIPFA Code.

Investments held for service or commercial purposes are considered in the Investment Strategy. This strategy should also be read in conjunction with the Capital Strategy.

The latest economic background, credit outlook and interest rate forecast provided by Link is attached at the end of this report. For the purpose of setting the budget, it has been assumed that new treasury investments will be made at an average rate of 0.22%, and that new loans will be borrowed at an average rate of 0.45%.

Local Context

On 30 September 2021, the council held £167m of borrowing and £44.1m of investments. This is set out in further detail below:

	30.9.21 Actual Portfolio £m	30.9.21 Average Rate %
External borrowing:		
Public Works Loan Board	75.0	1.76%
Local authorities	92.0	0.51%
Total gross external debt	167.0	1.07%
Treasury Investments:		
Banks & building societies (unsecured)	0	0.01%
UK Government	4.0	-
Local Authorities	36.0	0.10%
Money Market Funds	4.1	0.01%
Total treasury investments	44.1	0.08%
Net debt	122.9	

Forecast changes in these sums are shown in the balance sheet analysis in the table below:

Balance sheet summary and forecast

	31.3.21 Actual £m	31.3.22 Estimate £m	31.3.23 Forecast £m	31.3.24 Forecast £m	31.3.25 Forecast £m
General Fund CFR	228.6	266.7	270.7	271.0	271.0
Less: External borrowing **	(184.0)	(174.0)	(112.0)	(100.0)	(100.0)
Internal/(over) borrowing	44.6	92.7	158.7	171.0	171.0
Less: Usable reserves	(52.9)	(40.0)	(40.0)	(40.0)	(40.0)
Less: Working capital	(30.3)	(30.0)	(30.0)	(30.0)	(30.0)
Investments/(New) borrowing required)	38.6	(22.7)	(88.7)	(101.0)	(101.0)

** shows only loans to which the council is currently committed. Therefore 'New Borrowing includes some refinancing of existing debt

The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. The council's current strategy is to maintain borrowing and investments below their underlying levels, sometimes known as internal borrowing.

The council has an increasing CFR due to the capital programme, but minimal investments and may therefore be required to borrow up to a total of £201.0m over the forecast period (£100.0m plus £101.0m in 2024/25 from the table above).

CIPFA's *Prudential Code for Capital Finance in Local Authorities* recommends that the Council's total debt should be lower than its highest forecast CFR over the next three years. The table above shows that the Council expects to comply with this recommendation.

Borrowing Strategy

The council currently (30/9/21) holds £167million of loans, a reduction of £17million on the previous year end, as part of its strategy for funding previous years' capital programmes. The balance sheet forecast in the table above shows that the Council expects to borrow up to a total of £200.7 million in 2022/23. The Council may also borrow additional sums to pre-fund future years' requirements, providing this does not exceed the authorised limit for borrowing of £310 million, which has been assessed and stated in the Capital Strategy.

Objectives: The Council's chief objective when borrowing money is to strike an appropriately low risk balance between securing low interest costs and achieving certainty of those costs over the period for which funds are required.

Strategy: The Council's borrowing strategy is to address the key issue of affordability without compromising the longer-term stability of the debt portfolio. A balance is therefore sought between short-term borrowing, using internal resources and securing affordable long-term borrowing to mitigate future interest rate risk.

By doing so, the Council is able to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk. The benefits of internal / short-term borrowing will be monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long-term borrowing rates are forecast to rise modestly. External advisors, Link, will assist the Council with this 'cost

of carry' and breakeven analysis. Its output may determine whether the Council borrows additional sums at long-term fixed rates in 2022/23 with a view to keeping future interest costs low, even if this causes additional cost in the short-term.

The Council has raised the majority of its long-term borrowing from the PWLB, which provides accessible and affordable borrowing options. The council may also look to borrow any long-term loans from other sources as set out below.

Alternatively, the Council may arrange forward starting loans during 2022/23, where the interest rate is fixed in advance, but the cash is received in later years. This would enable certainty of cost to be achieved without suffering a cost of carry in the intervening period.

In addition, the Council may borrow further short-term loans to cover unplanned cash flow shortages.

Sources of borrowing: The approved sources of long-term and short-term borrowing are:

- Public Works Loan Board (PWLB) and any successor body
- any institution approved for investments (see below)
- any other bank or building society authorised to operate in the UK
- any other UK public sector body e.g. other local authorities
- UK private and public sector pension funds (except Oxfordshire County Council Pension Fund)
- capital market bond investors
- UK Municipal Bonds Agency plc and other special purpose companies created to enable local authority bond issues

Other sources of debt finance: In addition, capital finance may be raised by the following methods that are not borrowing, but may be classed as other debt liabilities:

- leasing
- hire purchase
- Private Finance Initiative
- sale and leaseback

Forecast of borrowing rates: It is expected that the Bank of England base rate will steadily increase from its current rates of 0.25% to 1.25% by March 2025. Therefore the "cost of carry"¹ associated with the long-term borrowing compared to temporary investment returns will be significantly reduced compared to previous years.

The main sources of borrowing for the Council are the PWLB and other UK local authorities. The borrowing rate from the PWLB is directly linked to UK Government Gilt yield. There are two rates offered by the PWLB which the Council has access to; the standard rate and the certainty rate, which are 100, and 80 basis points over gilts, respectively. The Council will maintain its eligibility for the certainty rate.

Our advisors, Link, have forecast PWLB Certainty rates over the medium term to be as follows:

¹ The difference between the interest payable on borrowing on debt and the interest receivable from investing surplus cash.

PWLB Certainty Rate forecast (%)

	Dec-21	Mar-22	Mar-23	Mar-24	Mar-25
5 yr PWLB	1.40	1.50	1.70	1.90	2.00
10 yr PWLB	1.60	1.70	1.90	2.10	2.30
25 yr PWLB	1.80	1.90	2.20	2.30	2.50
50 yr PWLB	1.50	1.70	2.00	2.10	2.30

Borrowing from Local Authorities comprises approximately 55% of our current loans and are readily available for short durations (1 month – 2 years) at lower rates than PWLB, although these do carry the risk of interest rate rises when refinancing.

For the purpose of setting the budget, it has been assumed that new loans will be borrowed at an average rate of 0.45%. The overall forecast loans rate for 2022/23 using existing long-term borrowing and new loans is 1.46%.

Investment Strategy

The Council currently (30/9/21) holds invested funds of £44.1m representing income received in advance of expenditure plus balances and reserves held. In the past 6 months (April – September 2021), the council's investment balance has ranged between £38.9 million and £57.9 million. Levels in the forthcoming year are expected to be generally lower, ranging between £10m and £25m, but may vary for short periods due to cashflow needs and borrowing opportunities.

Treasury management investments

	31.3.21 Actual £m	31.3.22 Estimate £m	31.3.23 Forecast £m	31.3.24 Forecast £m	31.3.25 Forecast £m
Short-term investments	38.6	40	15	15	15
Longer-term investments	0	0	0	0	0
TOTAL	38.6	40	15	15	15

Objectives: The CIPFA Code requires the Council to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income. Where balances are expected to be invested for more than one year, the council will aim to achieve a total return that is equal or higher than the prevailing rate of inflation, in order to maintain the spending power of the sum invested.

Negative interest rates: There is a chance that the Bank of England could set its official rate at or below zero, which is likely to feed through to negative interest rates on all low risk, short-term investment options. This situation already exists in many other European countries. In this event, where possible the council would divest from any negative yielding instant access deposits and switch to a series of short term inter local authority deposits, whilst inter local authority returns remain above, or at zero.

Strategy: Given the increasing risk and low returns from short-term unsecured bank investments, the Council would aspire to diversify into more secure and/or higher yielding asset classes. However, given the low level of funds available for longer-term investment and the high liquidity requirements, the

Council's surplus cash is likely to remain invested in short-term bank deposits and call accounts, money market funds, and deposits with the UK Government and other local authorities.

Forecast of interest rates: Our advisors, Link are forecasting that the BoE Bank Rate will steadily increase from its current rates of 0.25% over the coming years. Gilt yields are expected to remain low in the medium-term and short-term yields are likely to remain below or at zero. Taking into account the advice from Link, market implications and the current economic outlook, it has been assumed that new treasury investments for 2022/23 will be made at an average rate of 0.22%,

Approved counterparties: The Council may invest its surplus funds with any of the counterparty types in the table below, subject to the cash limits (per counterparty) and the time limits shown.

Approved investment counterparties and limits

Credit rating	Banks unsecured	Banks secured	Government	Corporates	Registered Providers
UK Govt	n/a	n/a	£ Unlimited 50 years	n/a	n/a
AAA	£3m 5 years	£3m 20 years	£5m 50 years	£3m 20 years	£3m 20 years
AA+	£3m 5 years	£3m 10 years	£5m 25 years	£3m 10 years	£3m 10 years
AA	£3 m 4 years	£3m 5 years	£5m 15 years	£3m 5 years	£3m 10 years
AA-	£3m 3 years	£3m 4 years	£5m 10 years	£3m 4 years	£3m 10 years
A+	£3m 2 years	£3m 3 years	£5m 5 years	£3m 3 years	£3m 5 years
A	£3m 13 months	£3m 2 years	£5m 5 years	£3m 2 years	£3m 5 years
A-	£3m 6 months	£3m 13 months	£5m 5 years	£3m 13 months	£3m 5 years
None	None	None	£5m 2 years	None	None
Pooled funds		£5m per fund or trust			

This table must be read in conjunction with the notes below

Credit rating: Investment limits are set by reference to the lowest published long-term credit rating from a selection of external rating agencies. Where available, the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used. However, investment decisions are never made solely based on credit ratings, and all other relevant factors including external advice will be taken into account.

Banks unsecured: Accounts, deposits, certificates of deposit and senior unsecured bonds with banks and building societies, other than multilateral development banks. These investments are subject to the risk of credit loss via a bail-in should the regulator determine that the bank is failing or likely to fail. See below for arrangements relating to operational bank accounts.

Banks secured: Covered bonds, reverse repurchase agreements and other collateralised arrangements with banks and building societies. These investments are secured on the bank's assets, which limits the potential losses in the unlikely event of insolvency, and means that they are exempt from bail-in. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a

credit rating, the higher of the collateral credit rating and the counterparty credit rating will be used to determine cash and time limits. The combined secured and unsecured investments in any one bank will not exceed the cash limit for secured investments.

Government: Loans, bonds and bills issued or guaranteed by national governments, regional and local authorities and multilateral development banks. These investments are not subject to bail-in, and there is generally a lower risk of insolvency, although they are not zero risk. Investments with the UK Central Government may be made in unlimited amounts for up to 50 years.

Corporates: Loans, bonds and commercial paper issued by companies other than banks and registered providers. These investments are not subject to bail-in but are exposed to the risk of the company going insolvent. Loans to unrated companies will only be made following an external credit assessment.

Registered providers: Loans and bonds issued by, guaranteed by or secured on the assets of registered providers of social housing and registered social landlords, formerly known as housing associations. These bodies are tightly regulated by the Regulator of Social Housing (in England), the Scottish Housing Regulator, the Welsh Government and the Department for Communities (in Northern Ireland). As providers of public services, they retain the likelihood of receiving government support if needed.

Pooled funds: Shares or units in diversified investment vehicles consisting of the any of the above investment types, plus equity shares and property. These funds have the advantage of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a fee. Short-term Money Market Funds that offer same-day liquidity and very low or no volatility will be used as an alternative to instant access bank accounts, while pooled funds whose value changes with market prices and/or have a notice period will be used for longer investment periods.

Bond, equity and property funds offer enhanced returns over the longer term but are more volatile in the short term. These allow the council to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the council's investment objectives will be monitored regularly.

Operational bank accounts: The Council may incur operational exposures, for example through current accounts, collection accounts and merchant acquiring services, to any UK bank with credit ratings no lower than BBB- and with assets greater than £25 billion. These are not classed as investments, but are still subject to the risk of a bank bail-in, and balances will therefore be kept below £50,000 per bank wherever possible e.g. except for overnight balances where funds are received during the day and it is too late to transfer to another counterparty. The Bank of England has stated that in the event of failure, banks with assets greater than £25 billion are more likely to be bailed-in than made insolvent, increasing the chance of the council maintaining operational continuity.

Risk assessment and credit ratings: Credit ratings are obtained and monitored by the council's treasury advisers, who will notify changes in ratings as they occur. Where an entity has its credit rating downgraded so that it fails to meet the approved investment criteria then:

- no new investments will be made,
- any existing investments that can be recalled or sold at no cost will be, and
- full consideration will be given to the recall or sale of all other existing investments with the affected counterparty.

Where a credit rating agency announces that a credit rating is on review for possible downgrade (also known as "rating watch negative" or "credit watch negative") so that it may fall below the approved rating criteria, then only investments that can be withdrawn on the next working day will be made with that

organisation until the outcome of the review is announced. This policy will not apply to negative outlooks, which indicate a long-term direction of travel rather than an imminent change of rating.

Other information on the security of investments: The council understands that credit ratings are good, but not perfect, predictors of investment default. Full regard will therefore be given to other available information on the credit quality of the organisations in which it invests, including credit default swap prices, financial statements, information on potential government support, reports in the quality financial press and analysis and advice from the council's treasury management adviser. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may otherwise meet the above criteria.

When deteriorating financial market conditions affect the creditworthiness of all organisations, as happened in 2008 and 2011, this is not generally reflected in credit ratings, but can be seen in other market measures. In these circumstances, the council will restrict its investments to those organisations of higher credit quality and reduce the maximum duration of its investments to maintain the required level of security. The extent of these restrictions will be in line with prevailing financial market conditions. If these restrictions mean that insufficient commercial organisations of high credit quality are available to invest the council's cash balances, then the surplus will be deposited with the UK Government via the Debt Management Office or invested in government treasury bills for example, or with other local authorities. This will cause a reduction in the level of investment income earned but will protect the principal sum invested.

Investment limits: In order that the council's revenue reserves available to cover investment losses are not put at risk in the case of a single default, the maximum that will be lent to any one organisation (other than the UK Government) will be £5 million. A group of banks under the same ownership will be treated as a single organisation for limit purposes. Limits will also be placed on fund managers, investments in brokers' nominee accounts, foreign countries and industry sectors as below. Investments in pooled funds and multilateral development banks do not count against the limit for any single foreign country, since the risk is diversified over many countries.

Investment limits

	Cash limit
Any single organisation, except the UK Central Government	£5m each
UK Central Government	Unlimited
Any group of organisations under the same ownership	£5m per group
Any group of pooled funds under the same management	£5m per manager
Negotiable instruments held in a broker's nominee account	£3m per broker
Foreign countries	£5m per country
Registered providers and registered social landlords	£10m in total
Unsecured investments with building societies	£10m in total
Loans to unrated corporates	£5m in total
Money market funds	£15m in total
Real estate investment trusts	£5m in total

Liquidity management: The council uses in-house cash flow forecasting software to determine the maximum period for which funds may prudently be committed. The forecast is compiled on a prudent basis to minimise the risk of the council being forced to borrow on unfavourable terms to meet its financial

commitments. Limits on long-term investments are set by reference to the council's medium-term financial plan and cash flow forecast.

Governance

Decisions on treasury management investment and borrowing are made daily and are therefore delegated to the Director of Finance and staff, who must act in line with the treasury management strategy approved by Council. Reports on treasury management activity are presented to the Accounts, Audit & Risk Committee. The Accounts, Audit & Risk Committee is responsible for scrutinising treasury management decisions.

Treasury Management Indicators

The council measures and manages its exposures to treasury management risks using the following indicators.

Interest rate exposures: This indicator is set to control the council's exposure to interest rate risk. The upper limits on the one-year revenue impact of a 1% rise or a 0.75% fall in interest rates will be:

Interest rate risk indicator	Limit
Upper limit on one-year revenue impact of a 1% <u>rise</u> in interest rates	£800,000
Upper limit on one-year revenue impact of a 0.1% <u>fall</u> in interest rates	£600,000

As interest rates are at 0.1%, the impact of a potential fall has been capped at 0%

The impact of a change in interest rates is calculated on the assumption that maturing loans and investments will be replaced at current rates.

Maturity structure of borrowing: This indicator is set to control the council's exposure to refinancing risk. The upper and lower limits on the maturity structure of borrowing will be:

Refinancing rate risk indicator	Upper limit	Lower limit
Under 12 months	80%	10%
12 months and within 24 months	80%	0%
24 months and within 5 years	80%	0%
5 years and within 10 years	80%	0%
10 years and above	80%	0%

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment. The upper and lower limits as shown above provide the scope to accommodate new loan(s) in the most appropriate maturity band at the time of borrowing

Principal sums invested for periods longer than a year: The purpose of this indicator is to control the council's exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the long-term principal sum invested to final maturities beyond the period end will be:

Price risk indicator	2022/23	2023/24	2024/25
Limit on principal invested beyond year end	£5m	£5m	£5m

Related Matters

The CIPFA Code requires the council to include the following in its treasury management strategy.

Financial Derivatives: Local authorities have previously made use of financial derivatives embedded into loans and investments both to reduce interest rate risk (e.g. interest rate collars and forward deals) and to reduce costs or increase income at the expense of greater risk (e.g. LOBO loans and callable deposits). The general power of competence in Section 1 of the *Localism Act 2011* removes much of the uncertainty over local authorities' use of standalone financial derivatives (i.e. those that are not embedded into a loan or investment).

The council will only use standalone financial derivatives (such as swaps, forwards, futures and options) where they can be clearly demonstrated to reduce the overall level of the financial risks that the council is exposed to. Additional risks presented, such as credit exposure to derivative counterparties, will be taken into account when determining the overall level of risk. Embedded derivatives, including those present in pooled funds and forward starting transactions, will not be subject to this policy, although the risks they present will be managed in line with the overall treasury risk management strategy.

Financial derivative transactions may be arranged with any organisation that meets the approved investment criteria. The current value of any amount due from a derivative counterparty will count against the counterparty credit limit and the relevant foreign country limit.

In line with the CIPFA Code, the Authority will seek external advice and will consider that advice before entering into financial derivatives to ensure that it fully understands the implications.

Markets in Financial Instruments Directive (MiFID II): The council has opted up to professional client status with its providers of financial services, including advisers, banks, brokers and fund managers, allowing it access to a greater range of services but without the greater regulatory protections afforded to individuals and small companies. Given the size and range of the council's treasury management activities, the Director of Finance believes this to be the most appropriate status.

Financial Implications

The budget for treasury investment income in 2022/23 is £46k, based on an average investment portfolio of £21 million at an average interest rate of 0.22%.

The budget for debt interest payable in 2022/23 is £2.241 million, based on an average debt portfolio of £153.5 million at an average interest rate of 1.46%.

If actual levels of investments and borrowing, or interest rates, differ from those forecast, performance against budget will be correspondingly different.

Economic Commentary and Interest Rate Forecast – Link Group (22/12/2021)**ECONOMIC BACKGROUND****COVID-19 vaccines.**

These were the game changer during 2021 which raised high hopes that life in the UK would be able to largely return to normal in the second half of the year. However, the bursting onto the scene of the Omicron mutation at the end of November, rendered the initial two doses of all vaccines largely ineffective in preventing infection. This has dashed such hopes and raises the spectre again that a fourth wave of the virus could overwhelm hospitals in early 2022. What we now know is that this mutation is very fast spreading with the potential for total case numbers to double every two to three

days, although it possibly may not cause so much severe illness as previous mutations. Rather than go for full lockdowns which heavily damage the economy, the government strategy this time is focusing on getting as many people as possible to have a third (booster) vaccination after three months from the previous last injection, as a booster has been shown to restore a high percentage of immunity to Omicron to those who have had two vaccinations. There is now a race on between how quickly boosters can be given to limit the spread of Omicron, and how quickly will hospitals fill up and potentially be unable to cope. In the meantime, workers have been requested to work from home and restrictions have been placed on large indoor gatherings and hospitality venues. With the household saving rate having been exceptionally high since the first lockdown in March 2020, there is plenty of pent-up demand and purchasing power stored up for services in sectors like restaurants, travel, tourism and hotels which had been hit hard during 2021, but could now be hit hard again by either, or both, of government restrictions and/or consumer reluctance to leave home. Growth will also be lower due to people being ill and not working, similar to the pingdemic in July. The economy, therefore, faces significant headwinds although some sectors have learned how to cope well with Covid. However, the biggest impact on growth would come from another lockdown if that happened. The big question still remains as to whether any further mutations of this virus could develop which render all current vaccines ineffective, as opposed to how quickly vaccines can be modified to deal with them and enhanced testing programmes be implemented to contain their spread until tweaked vaccines become widely available.

A SUMMARY OVERVIEW OF THE FUTURE PATH OF BANK RATE

- In December, the Bank of England became the first major western central bank to put interest rates up in this upswing in the current business cycle in western economies as recovery progresses from the Covid recession of 2020.
- The next increase in Bank Rate could be in February or May, dependent on how severe an impact there is from Omicron.
- If there are lockdowns in January, this could pose a barrier for the MPC to putting Bank Rate up again as early as 3rd February.
- With inflation expected to peak at around 6% in April, the MPC may want to be seen to be active in taking action to counter inflation on 5th May, the release date for its Quarterly Monetary Policy Report.
- The December 2021 MPC meeting was more concerned with combating inflation over the medium term than supporting economic growth in the short term.
- Bank Rate increases beyond May are difficult to forecast as inflation is likely to drop sharply in the second half of 2022.
- However, the MPC will want to normalise Bank Rate over the next three years so that it has its main monetary policy tool ready to use in time for the next down-turn; all rates under 2% are providing stimulus to economic growth.
- We have put year end 0.25% increases into Q1 of each financial year from 2023 to recognise this upward bias in Bank Rate - but the actual timing in each year is difficult to predict.
- Covid remains a major potential downside threat in all three years as we ARE likely to get further mutations.
- How quickly can science come up with a mutation proof vaccine, or other treatment, – and for them to be widely administered around the world?
- Purchases of gilts under QE ended in December. Note that when Bank Rate reaches 0.50%, the MPC has said it will start running down its stock of QE.

MPC MEETING 16^H DECEMBER 2021

- The Monetary Policy Committee (MPC) voted 8-1 to raise Bank Rate by 0.15% from 0.10% to 0.25% and unanimously decided to make no changes to its programme of quantitative easing purchases due to finish in December 2021 at a total of £895bn.

- The MPC disappointed financial markets by not raising Bank Rate at its November meeting. Until Omicron burst on the scene, most forecasters, therefore, viewed a Bank Rate increase as being near certain at this December meeting due to the way that inflationary pressures have been comprehensively building in both producer and consumer prices, and in wage rates. However, at the November meeting, the MPC decided it wanted to have assurance that the labour market would get over the end of the furlough scheme on 30th September without unemployment increasing sharply; their decision was, therefore, to wait until statistics were available to show how the economy had fared at this time.
- **On 10th December we learnt of the disappointing 0.1% m/m rise in GDP** in October which suggested that economic growth had already slowed to a crawl even before the Omicron variant was discovered in late November. Early evidence suggests growth in November might have been marginally better. Nonetheless, at such low rates of growth, the government's "Plan B" COVID-19 restrictions could cause the economy to contract in December.
- **On 14th December, the labour market statistics** for the three months to October and the single month of October were released. The fallout after the furlough scheme was smaller and shorter than the Bank of England had feared. The single-month data were more informative and showed that LFS employment fell by 240,000, unemployment increased by 75,000 and the unemployment rate rose from 3.9% in September to 4.2%. However, the weekly data suggested this didn't last long as unemployment was falling again by the end of October. What's more, the 49,700 fall in the claimant count and the 257,000 rise in the PAYE measure of company payrolls suggests that the labour market strengthened again in November. The other side of the coin was a further rise in the number of vacancies from 1.182m to a record 1.219m in the three months to November which suggests that the supply of labour is struggling to keep up with demand, although the single-month figure for November fell for the first time since February, from 1.307m to 1.227m.
- These figures by themselves, would probably have been enough to give the MPC the assurance that it could press ahead to raise Bank Rate at this December meeting. However, the advent of Omicron potentially threw a spanner into the works as it poses a major headwind to the economy which, of itself, will help to cool the economy. The financial markets, therefore, swung round to expecting no change in Bank Rate.
- **On 15th December we had the CPI inflation** figure for November which spiked up further from 4.2% to 5.1%, confirming again how inflationary pressures have been building sharply. However, Omicron also caused a sharp fall in world oil and other commodity prices; (gas and electricity inflation has generally accounted on average for about 60% of the increase in inflation in advanced western economies).
- **Other elements of inflation are also transitory** e.g., prices of goods being forced up by supply shortages, and shortages of shipping containers due to ports being clogged have caused huge increases in shipping costs. But these issues are likely to clear during 2022, and then prices will subside back to more normal levels. Gas prices and electricity prices will also fall back once winter is passed and demand for these falls away.
- Although it is possible that the Government could step in with some **fiscal support for the economy**, the huge cost of such support to date is likely to pose a barrier to incurring further major economy wide expenditure unless it is very limited and targeted on narrow sectors like hospitality, (as announced just before Christmas). The Government may well, therefore,

effectively leave it to the MPC, and to monetary policy, to support economic growth – but at a time when the threat posed by rising inflation is near to peaking!

- This is the adverse set of factors against which the MPC had to decide on Bank Rate. For the second month in a row, the MPC blind-sided financial markets, this time with a **surprise increase in Bank Rate from 0.10% to 0.25%**. What's more, the hawkish tone of comments indicated that the MPC is now concerned that inflationary pressures are indeed building and need concerted action by the MPC to counter. This indicates that there will be more increases to come with financial markets predicting 1% by the end of 2022. The 8-1 vote to raise the rate shows that there is firm agreement that inflation now poses a threat, especially after the CPI figure hit a 10-year high this week. The MPC commented that “there has been significant upside news” and that “there were some signs of greater persistence in domestic costs and price pressures”.
- On the other hand, it did also comment that “**the Omicron variant is likely to weigh on near-term activity**”. But it stressed that at the November meeting it had said it would raise rates if the economy evolved as it expected and that now “these conditions had been met”. It also appeared more worried about the possible boost to inflation from Omicron itself. It said that “the current position of the global and UK economies was materially different compared with prior to the onset of the pandemic, including elevated levels of consumer price inflation”. It also noted the possibility that renewed social distancing would boost demand for goods again, (as demand for services would fall), meaning “global price pressures might persist for longer”. (Recent news is that the largest port in the world in China has come down with an Omicron outbreak which is not only affecting the port but also factories in the region.)
- On top of that, there were no references this month to inflation being expected to be below the **2% target in two years' time**, which at November's meeting the MPC referenced to suggest the markets had gone too far in expecting interest rates to rise to over 1.00% by the end of the year.
- These comments indicate that there has been a material reappraisal by the MPC of the inflationary pressures since their last meeting and the Bank also increased its forecast for inflation to peak at 6% next April, rather than at 5% as of a month ago. However, as the Bank retained its guidance that only a “**modest tightening**” in policy will be required, it cannot be thinking that it will need to increase interest rates that much more. A typical policy tightening cycle has usually involved rates rising by 0.25% four times in a year. “Modest” seems slower than that. As such, the Bank could be thinking about raising interest rates two or three times next year to 0.75% or 1.00%.
- In as much as a considerable part of the inflationary pressures at the current time are indeed **transitory**, and will naturally subside, and since economic growth is likely to be weak over the next few months, this would appear to indicate that this tightening cycle is likely to be comparatively short.
- As for the timing of the next increase in Bank Rate, the MPC dropped the comment from November's statement that Bank Rate would be raised “in the coming months”. That may imply another rise is unlikely at the next meeting in February and that May is more likely. However, much could depend on how adversely, or not, the economy is affected by Omicron in the run up to the next meeting on 3rd February. Once 0.50% is reached, the Bank would act to start shrinking its stock of QE, (gilts purchased by the Bank would not be replaced when they mature).

- **The MPC's forward guidance on its intended monetary policy** on raising Bank Rate versus selling (quantitative easing) holdings of bonds is as follows: -
 - Raising Bank Rate as “the active instrument in most circumstances”.
 - Raising Bank Rate to 0.50% before starting on reducing its holdings.
 - Once Bank Rate is at 0.50% it would stop reinvesting maturing gilts.
 - Once Bank Rate had risen to at least 1%, it would start selling its holdings.

- **US.** Shortages of goods and intermediate goods like semi-conductors, have been fuelling increases in prices and reducing economic growth potential. In November, **CPI inflation hit a near 40-year record level of 6.8%** but with energy prices then falling sharply, this is probably the peak. The biggest problem for the Fed is the mounting evidence of a strong pick-up in cyclical price pressures e.g., in rent which has hit a decades high.
- **Shortages of labour** have also been driving up wage rates sharply; this also poses a considerable threat to feeding back into producer prices and then into consumer prices inflation. It now also appears that there has been a sustained drop in the labour force which suggests the pandemic has had a longer-term scarring effect in reducing potential GDP. Economic growth may therefore be reduced to between 2 and 3% in 2022 and 2023 while core inflation is likely to remain elevated at around 3% in both years instead of declining back to the Fed's 2% central target.
- Inflation hitting 6.8% and the feed through into second round effects, meant that it was near certain that the **Fed's meeting of 15th December** would take aggressive action against inflation. Accordingly, the rate of tapering of monthly \$120bn QE purchases announced at its November 3rd meeting, was doubled so that all purchases would now finish in February 2022. In addition, Fed officials had started discussions on running down the stock of QE held by the Fed. Fed officials also expected three rate rises in 2022 of 0.25% from near zero currently, followed by three in 2023 and two in 2024, taking rates back above 2% to a neutral level for monetary policy. The first increase could come as soon as March 2022 as the chairman of the Fed stated his view that the economy had made rapid progress to achieving the other goal of the Fed – “maximum employment”. The Fed forecast that inflation would fall from an average of 5.3% in 2021 to 2.6% in 2023, still above its target of 2% and both figures significantly up from previous forecasts. What was also significant was that this month the Fed dropped its description of the current level of inflation as being “transitory” and instead referred to “elevated levels” of inflation: the statement also dropped most of the language around the flexible average inflation target, with inflation now described as having exceeded 2 percent “for some time”. It did not see Omicron as being a major impediment to the need to take action now to curtail the level of inflationary pressures that have built up, although Fed officials did note that it has the potential to exacerbate supply chain problems and add to price pressures.
See also comments in paragraph 3.3 under PWLB rates and gilt yields.

- **EU.** The slow roll out of vaccines initially delayed **economic recovery** in early 2021 but the vaccination rate then picked up sharply. After a contraction of -0.3% in Q1, Q2 came in with strong growth of 2%. With Q3 at 2.2%, the EU recovery was then within 0.5% of its pre Covid size. However, the arrival of Omicron is now a major headwind to growth in quarter 4 and the expected downturn into weak growth could well turn negative, with the outlook for the first two months of 2022 expected to continue to be very weak.
- **November's inflation figures** breakdown shows that the increase in price pressures is not just due to high energy costs and global demand-supply imbalances for durable goods as services inflation also rose. Headline inflation reached 4.9% in November, with over half of that due to energy. However, oil and gas prices are expected to fall after the winter and so energy inflation is expected to plummet in 2022. Core goods inflation rose to 2.4% in November, its second highest ever level, and is likely to remain high for some time as it will take a long time for the inflationary impact of global imbalances in the demand and supply of durable goods to disappear. Price pressures also increased in the services sector, but wage growth remains subdued and there are no signs of a trend of faster wage growth which might lead to *persistently* higher services inflation - which would get the ECB concerned. The upshot is that the euro-zone is set for a prolonged period of inflation being above the ECB's target of 2% and it is likely to average 3% in 2022, in line with the ECB's latest projection.

- **ECB tapering.** The ECB has joined with the Fed by also announcing at its meeting on 16th December that it will be reducing its QE purchases - by half from October 2022, i.e., it will still be providing significant stimulus via QE purchases for over half of next year. However, as inflation will fall back sharply during 2022, it is likely that it will leave its central rate below zero, (currently -0.50%), over the next two years. The main struggle that the ECB has had in recent years is that inflation has been doggedly anaemic in sticking below the ECB's target rate despite all its major programmes of monetary easing by cutting rates into negative territory and providing QE support.
 - The ECB will now also need to consider the impact of **Omicron** on the economy, and it stated at its December meeting that it is prepared to provide further QE support if the pandemic causes bond yield spreads of peripheral countries, (compared to the yields of northern EU countries), to rise. However, that is the only reason it will support peripheral yields, so this support is limited in its scope.
 - The EU has entered into a **period of political uncertainty** where a new German government formed of a coalition of three parties with Olaf Scholz replacing Angela Merkel as Chancellor in December 2021, will need to find its feet both within the EU and in the three parties successfully working together. In France there is a presidential election coming up in April 2022 followed by the legislative election in June. In addition, Italy needs to elect a new president in January with Prime Minister Draghi being a favourite due to having suitable gravitas for this post. However, if he switched office, there is a significant risk that the current government coalition could collapse. That could then cause differentials between Italian and German bonds to widen when 2022 will also see a gradual running down of ECB support for the bonds of weaker countries within the EU. These political uncertainties could have repercussions on economies and on Brexit issues.
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- **CHINA.** After a concerted effort to get on top of the virus outbreak in Q1 2020, economic recovery was strong in the rest of **2020**; this enabled China to recover all the initial contraction. During 2020, policy makers both quashed the virus and implemented a programme of monetary and fiscal support that was particularly effective at stimulating short-term growth. At the same time, China's economy benefited from the shift towards online spending by consumers in developed markets. These factors helped to explain its comparative outperformance compared to western economies during 2020 and earlier in 2021.
 - However, the pace of economic growth has now fallen back in **2021** after this initial surge of recovery from the pandemic and looks likely to be particularly weak in 2022. China has been struggling to contain the spread of the Delta variant through using sharp local lockdowns - which depress economic growth. Chinese consumers are also being very wary about leaving home and so spending money on services. However, with Omicron having now spread to China, and being much more easily transmissible, this strategy of sharp local lockdowns to stop the virus may not prove so successful in future. In addition, the current pace of providing boosters at 100 billion per month will leave much of the 1.4 billion population exposed to Omicron, and any further mutations, for a considerable time. The **People's Bank of China** made a start in December 2021 on cutting its key interest rate marginally so as to stimulate economic growth. However, after credit has already expanded by around 25% in just the last two years, it will probably leave the heavy lifting in supporting growth to fiscal stimulus by central and local government.
 - Supply shortages, especially of coal for power generation, were causing widespread power cuts to industry during the second half of 2021 and so a sharp disruptive impact on some sectors of the economy. In addition, recent regulatory actions motivated by a political agenda to channel activities into officially approved directions, are also likely to reduce the dynamism and long-term growth of the Chinese economy.
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- **JAPAN.** 2021 has been a patchy year in combating Covid. However, recent business surveys indicate that the economy has been rebounding rapidly in 2021 once the bulk of the population had been double vaccinated and new virus cases had plunged. However, Omicron could reverse this initial success in combating Covid.
 - The Bank of Japan is continuing its **very loose monetary policy** but with little prospect of getting inflation back above 1% towards its target of 2%, any time soon: indeed, inflation was actually negative in July. New Prime Minister Kishida, having won the November general election, brought in a supplementary budget to boost growth, but it is unlikely to have a major effect.

- **WORLD GROWTH.** World growth was in recession in 2020 but recovered during 2021 until starting to lose momentum in the second half of the year, though overall growth for the year is expected to be about 6% and to be around 4-5% in 2022. Inflation has been rising due to increases in gas and electricity prices, shipping costs and supply shortages, although these should subside during 2022. While headline inflation will fall sharply, core inflation will probably not fall as quickly as central bankers would hope. It is likely that we are heading into a period where there will be a **reversal of world globalisation** and a decoupling of western countries from dependence on China to supply products, and vice versa. This is likely to reduce world growth rates from those in prior decades.
- **SUPPLY SHORTAGES.** The pandemic and extreme weather events, followed by a major surge in demand after lockdowns ended, have been highly disruptive of extended worldwide supply chains. Major queues of ships unable to unload their goods at ports in New York, California and China built up rapidly during quarters 2 and 3 of 2021 but then halved during quarter 4. Such issues have led to a misdistribution of shipping containers around the world and have contributed to a huge increase in the cost of shipping. Combined with a shortage of semi-conductors, these issues have had a disruptive impact on production in many countries. The latest additional disruption has been a shortage of coal in China leading to power cuts focused primarily on producers (rather than consumers), i.e., this will further aggravate shortages in meeting demand for goods. Many western countries are also hitting up against a difficulty in filling job vacancies. It is expected that these issues will be gradually sorted out, but they are currently contributing to a spike upwards in inflation and shortages of materials and goods available to purchase.

Minute Item 80

2022/23	CALCULATIONS REQUIRED BY SECTIONS 32 to 36 OF THE LOCAL GOVERNMENT FINANCE ACT 1992							
	CALCULATIONS AT BAND D							
	TAX	PARISH	2022/23					TOTAL
	BASE 2022/23	PRECEPT 2022/23	PARISH NEEDS	CHERWELL NEEDS	PARISH & CHERWELL	COUNTY BAND D	POLICE BAND D	COUNCIL TAX
	£	£	£	£	£	£	£	
Adderbury	1,344.50	50,914.00	37.87	143.50	181.37	1,651.61	241.28	2,074.26
Ambrosden	736.20	33,126.00	45.00	143.50	188.50	1,651.61	241.28	2,081.39
Ardley	267.30	13,306.00	49.78	143.50	193.28	1,651.61	241.28	2,086.17
Arcott	318.60	17,000.00	53.36	143.50	196.86	1,651.61	241.28	2,089.75
Banbury	16,200.40	2,017,911.00	124.56	143.50	268.06	1,651.61	241.28	2,160.95
Barford	266.80	10,300.00	38.61	143.50	182.11	1,651.61	241.28	2,075.00
Begbroke	362.00	29,897.00	82.59	143.50	226.09	1,651.61	241.28	2,118.98
Bicester	12,515.10	1,684,268.70	134.58	143.50	278.08	1,651.61	241.28	2,170.97
Blackthorn	231.00	12,134.00	52.53	143.50	196.03	1,651.61	241.28	2,088.92
Bletchington	434.20	24,500.00	56.43	143.50	199.93	1,651.61	241.28	2,092.82
Bloxham	1,571.20	99,092.90	63.07	143.50	206.57	1,651.61	241.28	2,099.46
Bodicote	995.50	36,195.00	36.36	143.50	179.86	1,651.61	241.28	2,072.75
Bourton	343.90	12,948.00	37.65	143.50	181.15	1,651.61	241.28	2,074.04
Broughton	126.80	5,966.00	47.05	143.50	190.55	1,651.61	241.28	2,083.44
Bucknell	105.30	5,983.00	56.82	143.50	200.32	1,651.61	241.28	2,093.21
Caversfield	556.20	6,960.00	12.51	143.50	156.01	1,651.61	241.28	2,048.90
Charlton on Otmoor	203.60	10,800.00	53.05	143.50	196.55	1,651.61	241.28	2,089.44
Chesterton	449.00	42,000.00	93.54	143.50	237.04	1,651.61	241.28	2,129.93
Claydon	137.70	10,958.00	79.58	143.50	223.08	1,651.61	241.28	2,115.97
Cottisford	70.60	0.00	0.00	143.50	143.50	1,651.61	241.28	2,036.39
Cropredy	301.80	13,000.00	43.07	143.50	186.57	1,651.61	241.28	2,079.46
Deddington	1,012.00	60,611.00	59.89	143.50	203.39	1,651.61	241.28	2,096.28
Drayton	296.50	14,000.00	47.22	143.50	190.72	1,651.61	241.28	2,083.61
Duns Tew	236.10	24,000.00	101.65	143.50	245.15	1,651.61	241.28	2,138.04
Epwell	138.20	5,486.00	39.70	143.50	183.20	1,651.61	241.28	2,076.09
Fencot and Murcott	129.30	4,500.00	34.80	143.50	178.30	1,651.61	241.28	2,071.19
Finmere	219.60	11,800.00	53.73	143.50	197.23	1,651.61	241.28	2,090.12
Fringford	264.50	13,931.00	52.67	143.50	196.17	1,651.61	241.28	2,089.06
Fritwell	283.30	7,250.00	25.59	143.50	169.09	1,651.61	241.28	2,061.98
Godington	20.50	0.00	0.00	143.50	143.50	1,651.61	241.28	2,036.39
Gosford and Water Eaton	544.40	68,441.00	125.72	143.50	269.22	1,651.61	241.28	2,162.11
Hampton Gay and Poyle	81.90	1,750.00	21.37	143.50	164.87	1,651.61	241.28	2,057.76
Hanwell	120.30	5,000.00	41.56	143.50	185.06	1,651.61	241.28	2,077.95
Hardwick with Tusmore	39.20	0.00	0.00	143.50	143.50	1,651.61	241.28	2,036.39
Hethe	111.00	5,900.00	53.15	143.50	196.65	1,651.61	241.28	2,089.54
Hook Norton	1,066.80	80,000.00	74.99	143.50	218.49	1,651.61	241.28	2,111.38
Horley	161.40	8,000.00	49.57	143.50	193.07	1,651.61	241.28	2,085.96
Hornton	165.40	15,000.00	90.69	143.50	234.19	1,651.61	241.28	2,127.08
Horton cum Studley	244.70	8,925.00	36.47	143.50	179.97	1,651.61	241.28	2,072.86
Islip	320.50	23,611.23	73.67	143.50	217.17	1,651.61	241.28	2,110.06
Kidlington	4,923.50	770,847.00	156.56	143.50	300.06	1,651.61	241.28	2,192.95
Kirtlington	450.40	25,500.00	56.62	143.50	200.12	1,651.61	241.28	2,093.01
Lauton	566.40	29,895.00	52.78	143.50	196.28	1,651.61	241.28	2,089.17
Lower Heyford	217.10	8,000.00	36.85	143.50	180.35	1,651.61	241.28	2,073.24
Merton	141.20	16,480.00	116.71	143.50	260.21	1,651.61	241.28	2,153.10
Middle Aston	66.10	0.00	0.00	143.50	143.50	1,651.61	241.28	2,036.39
Middleton Stony	145.90	6,050.00	41.47	143.50	184.97	1,651.61	241.28	2,077.86
Milcombe	247.40	14,000.00	56.59	143.50	200.09	1,651.61	241.28	2,092.98
Milton	87.90	500.00	5.69	143.50	149.19	1,651.61	241.28	2,042.08
Mixbury	116.00	0.00	0.00	143.50	143.50	1,651.61	241.28	2,036.39
Mollington	239.10	11,550.00	48.31	143.50	191.81	1,651.61	241.28	2,084.70
Newton Purcell	45.80	0.00	0.00	143.50	143.50	1,651.61	241.28	2,036.39
Noke	80.80	2,892.00	35.79	143.50	179.29	1,651.61	241.28	2,072.18
North Aston	96.50	300.00	3.11	143.50	146.61	1,651.61	241.28	2,039.50
North Newington	158.60	4,657.50	29.37	143.50	172.87	1,651.61	241.28	2,065.76
Oddington	62.90	0.00	0.00	143.50	143.50	1,651.61	241.28	2,036.39
Piddington	178.70	10,017.00	56.05	143.50	199.55	1,651.61	241.28	2,092.44
Prescote	6.60	0.00	0.00	143.50	143.50	1,651.61	241.28	2,036.39
Shenington	229.20	5,600.00	24.43	143.50	167.93	1,651.61	241.28	2,060.82
Shipton on Cherwell	154.40	6,355.00	41.16	143.50	184.66	1,651.61	241.28	2,077.55
Shutford	205.20	8,060.00	39.28	143.50	182.78	1,651.61	241.28	2,075.67
Sibford Ferris	196.60	7,487.00	38.08	143.50	181.58	1,651.61	241.28	2,074.47
Sibford Gower	253.30	9,350.00	36.91	143.50	180.41	1,651.61	241.28	2,073.30
Somerton	141.30	14,200.00	100.50	143.50	244.00	1,651.61	241.28	2,136.89
Souldern	206.80	6,090.00	29.45	143.50	172.95	1,651.61	241.28	2,065.84
South Newington	150.00	7,577.00	50.51	143.50	194.01	1,651.61	241.28	2,086.90
Steeple Aston	422.50	32,527.00	76.99	143.50	220.49	1,651.61	241.28	2,113.38
Stoke Lyne	108.30	5,000.00	46.17	143.50	189.67	1,651.61	241.28	2,082.56
Stratton Audley	213.90	12,072.00	56.44	143.50	199.94	1,651.61	241.28	2,092.83
Swalcliffe	113.70	7,966.00	70.06	143.50	213.56	1,651.61	241.28	2,106.45
Tadmarton	255.40	10,715.00	41.95	143.50	185.45	1,651.61	241.28	2,078.34
Upper Heyford	163.20	10,197.00	62.48	143.50	205.98	1,651.61	241.28	2,098.87
Wardington	244.70	12,000.00	49.04	143.50	192.54	1,651.61	241.28	2,085.43
Wendlebury	193.60	7,151.00	36.94	143.50	180.44	1,651.61	241.28	2,073.33
Weston on the Green	239.10	22,056.13	92.25	143.50	235.75	1,651.61	241.28	2,128.64
Wigginton	115.70	3,276.00	28.31	143.50	171.81	1,651.61	241.28	2,064.70
Wroxton	280.60	10,000.00	35.64	143.50	179.14	1,651.61	241.28	2,072.03
Yarnton	1,170.20	124,595.00	106.47	143.50	249.97	1,651.61	241.28	2,142.86
Heyford Park	919.70	44,101.80	47.95	143.50	191.45	1,651.61	241.28	2,084.34
Total of special items	56,801.60	5,762,529.26	101.45	143.50	244.95	1,651.61	241.28	2,137.84

	TAX CALCULATED FOR EACH VALUATION BAND BY CHERWELL							
	VALUATION BAND AND APPROPRIATE PROPORTION							
	A 6/9 £	B 7/9 £	C 8/9 £	D 9/9 £	E 11/9 £	F 13/9 £	G 15/9 £	H 18/9 £
Adderbury	120.92	141.06	161.22	181.37	221.68	261.98	302.29	362.74
Ambrosden	125.67	146.61	167.56	188.50	230.39	272.28	314.17	377.00
Ardley	128.86	150.33	171.81	193.28	236.23	279.18	322.14	386.56
Arncoot	131.24	153.11	174.99	196.86	240.61	284.36	328.10	393.72
Banbury	178.71	208.49	238.28	268.06	327.63	387.20	446.77	536.12
Barford	121.41	141.64	161.88	182.11	222.58	263.05	303.52	364.22
Begbroke	150.73	175.85	200.97	226.09	276.33	326.58	376.82	452.18
Bicester	185.39	216.28	247.19	278.08	339.88	401.67	463.47	556.16
Blackthorn	130.69	152.47	174.25	196.03	239.59	283.16	326.72	392.06
Bletchington	133.29	155.50	177.72	199.93	244.36	288.79	333.22	399.86
Bloxham	137.72	160.66	183.62	206.57	252.48	298.38	344.29	413.14
Bodicote	119.91	139.89	159.88	179.86	219.83	259.80	299.77	359.72
Bourton	120.77	140.89	161.03	181.15	221.41	261.66	301.92	362.30
Broughton	127.04	148.20	169.38	190.55	232.90	275.24	317.59	381.10
Bucknell	133.55	155.80	178.07	200.32	244.84	289.35	333.87	400.64
Caversfield	104.01	121.34	138.68	156.01	190.68	225.35	260.02	312.02
Charlton on Otmoor	131.04	152.87	174.72	196.55	240.23	283.91	327.59	393.10
Chesterton	158.03	184.36	210.71	237.04	289.72	342.39	395.07	474.08
Claydon	148.72	173.51	198.30	223.08	272.65	322.23	371.80	446.16
Cottisford	95.67	111.61	127.56	143.50	175.39	207.28	239.17	287.00
Cropredy	124.38	145.11	165.84	186.57	228.03	269.49	310.95	373.14
Deddington	135.60	158.19	180.80	203.39	248.59	293.79	338.99	406.78
Drayton	127.15	148.34	169.53	190.72	233.10	275.49	317.87	381.44
Duns Tew	163.44	190.67	217.92	245.15	299.63	354.11	408.59	490.30
Epwell	122.14	142.49	162.85	183.20	223.91	264.62	305.34	366.40
Fencot and Murcott	118.87	138.68	158.49	178.30	217.92	257.55	297.17	356.60
Finmere	131.49	153.40	175.32	197.23	241.06	284.89	328.72	394.46
Fringford	130.78	152.58	174.38	196.17	239.76	283.36	326.95	392.34
Fritwell	112.73	131.51	150.31	169.09	206.67	244.24	281.82	338.18
Godington	95.67	111.61	127.56	143.50	175.39	207.28	239.17	287.00
Gosford and Water Eaton	179.48	209.39	239.31	269.22	329.05	388.88	448.70	538.44
Hampton Gay and Poyle	109.92	128.23	146.56	164.87	201.51	238.15	274.79	329.74
Hanwell	123.38	143.93	164.50	185.06	226.19	267.31	308.44	370.12
Hardwick with Tusmore	95.67	111.61	127.56	143.50	175.39	207.28	239.17	287.00
Hethe	131.10	152.95	174.80	196.65	240.35	284.05	327.75	393.30
Hook Norton	145.66	169.94	194.22	218.49	267.04	315.60	364.15	436.98
Horley	128.72	150.16	171.62	193.07	235.98	278.88	321.79	386.14
Hornton	156.13	182.15	208.17	234.19	286.23	338.28	390.32	468.38
Horton cum Studley	119.98	139.98	159.98	179.97	219.96	259.96	299.95	359.94
Islip	144.78	168.91	193.04	217.17	265.43	313.69	361.95	434.34
Kidlington	200.04	233.38	266.72	300.06	366.74	433.42	500.10	600.12
Kirdlington	133.42	155.65	177.89	200.12	244.59	289.06	333.54	400.24
Launton	130.86	152.66	174.48	196.28	239.90	283.52	327.14	392.56
Lower Heyford	120.24	140.27	160.32	180.35	220.43	260.51	300.59	360.70
Merton	173.48	202.38	231.30	260.21	318.04	375.86	433.69	520.42
Middle Aston	95.67	111.61	127.56	143.50	175.39	207.28	239.17	287.00
Middleton Stony	123.32	143.86	164.42	184.97	226.08	267.18	308.29	369.94
Milcombe	133.40	155.62	177.86	200.09	244.56	289.02	333.49	400.18
Milton	99.46	116.04	132.62	149.19	182.34	215.50	248.65	298.38
Mixbury	95.67	111.61	127.56	143.50	175.39	207.28	239.17	287.00
Mollington	127.88	149.18	170.50	191.81	234.44	277.06	319.69	383.62
Newton Purcell	95.67	111.61	127.56	143.50	175.39	207.28	239.17	287.00
Noke	119.53	139.45	159.37	179.29	219.13	258.98	298.82	358.58
North Aston	97.74	114.03	130.32	146.61	179.19	211.77	244.35	293.22
North Newington	115.25	134.45	153.67	172.87	211.29	249.70	288.12	345.74
Oddington	95.67	111.61	127.56	143.50	175.39	207.28	239.17	287.00
Piddington	133.04	155.20	177.38	199.55	243.90	288.24	332.59	399.10
Prescote	95.67	111.61	127.56	143.50	175.39	207.28	239.17	287.00
Shenington	111.96	130.61	149.28	167.93	205.25	242.57	279.89	335.86
Shipton on Cherwell	123.11	143.62	164.15	184.66	225.70	266.73	307.77	369.32
Shutford	121.86	142.16	162.48	182.78	223.40	264.02	304.64	365.56
Sibford Ferris	121.06	141.23	161.41	181.58	221.93	262.28	302.64	363.16
Sibford Gower	120.28	140.32	160.37	180.41	220.50	260.59	300.69	360.82
Somerton	162.67	189.78	216.89	244.00	298.22	352.45	406.67	488.00
Souldern	115.30	134.52	153.74	172.95	211.38	249.82	288.25	345.90
South Newington	129.34	150.90	172.46	194.01	237.12	280.24	323.35	388.02
Steeple Aston	147.00	171.49	196.00	220.49	269.49	318.49	367.49	440.98
Stoke Lyne	126.45	147.52	168.60	189.67	231.82	273.97	316.12	379.34
Stratton Audley	133.30	155.51	177.73	199.94	244.37	288.80	333.24	399.88
Swalcliffe	142.38	166.10	189.84	213.56	261.02	308.48	355.94	427.12
Tadmarton	123.64	144.24	164.85	185.45	226.66	267.87	309.09	370.90
Upper Heyford	137.32	160.21	183.10	205.98	251.75	297.53	343.30	411.96
Wardington	128.36	149.75	171.15	192.54	235.33	278.12	320.90	385.08
Wendlebury	120.30	140.34	160.40	180.44	220.54	260.64	300.74	360.88
Weston on the Green	157.17	183.36	209.56	235.75	288.14	340.53	392.92	471.50
Wigginton	114.54	133.63	152.72	171.81	209.99	248.17	286.35	343.62
Wroxton	119.43	139.33	159.24	179.14	218.95	258.76	298.57	358.28
Yarnton	166.65	194.42	222.20	249.97	305.52	361.07	416.62	499.94
Heyford Park	127.64	148.90	170.18	191.45	234.00	276.54	319.09	382.90
Total of special items	163.30	190.52	217.73	244.95	299.38	353.82	408.25	489.90

2022/23	COUNCIL TAX SETTING REQUIRED BY SECTION 30 OF THE 1992 ACT							
	COUNCIL TAX SET FOR EACH VALUATION BAND							
	VALUATION BAND AND APPROPRIATE PROPORTION							
	A 6/9 £	B 7/9 £	C 8/9 £	D 9/9 £	E 11/9 £	F 13/9 £	G 15/9 £	H 18/9 £
Adderbury	1,382.84	1,613.31	1,843.79	2,074.26	2,535.21	2,996.16	3,457.10	4,148.52
Ambrosden	1,387.59	1,618.86	1,850.13	2,081.39	2,543.92	3,006.46	3,468.98	4,162.78
Ardley	1,390.78	1,622.58	1,854.38	2,086.17	2,549.76	3,013.36	3,476.95	4,172.34
Arncott	1,393.16	1,625.36	1,857.56	2,089.75	2,554.14	3,018.54	3,482.91	4,179.50
Banbury	1,440.63	1,680.74	1,920.85	2,160.95	2,641.16	3,121.38	3,601.58	4,321.90
Barford	1,383.33	1,613.89	1,844.45	2,075.00	2,536.11	2,997.23	3,458.33	4,150.00
Begbroke	1,412.65	1,648.10	1,883.54	2,118.98	2,589.86	3,060.76	3,531.63	4,237.96
Bicester	1,447.31	1,688.53	1,929.76	2,170.97	2,653.41	3,135.85	3,618.28	4,341.94
Blackthorn	1,392.61	1,624.72	1,856.82	2,088.92	2,553.12	3,017.34	3,481.53	4,177.84
Bletchington	1,395.21	1,627.75	1,860.29	2,092.82	2,557.89	3,022.97	3,488.03	4,185.64
Bloxham	1,399.64	1,632.91	1,866.19	2,099.46	2,566.01	3,032.56	3,499.10	4,198.92
Bodicote	1,381.83	1,612.14	1,842.45	2,072.75	2,533.36	2,993.98	3,454.58	4,145.50
Bourton	1,382.69	1,613.14	1,843.60	2,074.04	2,534.94	2,995.84	3,456.73	4,148.08
Broughton	1,388.96	1,620.45	1,851.95	2,083.44	2,546.43	3,009.42	3,472.40	4,166.88
Bucknell	1,395.47	1,628.05	1,860.64	2,093.21	2,558.37	3,023.53	3,488.68	4,186.42
Caversfield	1,365.93	1,593.59	1,821.25	2,048.90	2,504.21	2,959.53	3,414.83	4,097.80
Charlton on Otmoor	1,392.96	1,625.12	1,857.29	2,089.44	2,553.76	3,018.09	3,482.40	4,178.88
Chesterton	1,419.95	1,656.61	1,893.28	2,129.93	2,603.25	3,076.57	3,549.88	4,259.86
Claydon	1,410.64	1,645.76	1,880.87	2,115.97	2,586.18	3,056.41	3,526.61	4,231.94
Cottisford	1,357.59	1,583.86	1,810.13	2,036.39	2,488.92	2,941.46	3,393.98	4,072.78
Cropredy	1,386.30	1,617.36	1,848.41	2,079.46	2,541.56	3,003.67	3,465.76	4,158.92
Deedington	1,397.52	1,630.44	1,863.37	2,096.28	2,562.12	3,027.97	3,493.80	4,192.56
Drayton	1,389.07	1,620.59	1,852.10	2,083.61	2,546.63	3,009.67	3,472.68	4,167.22
Duns Tew	1,425.36	1,662.92	1,900.49	2,138.04	2,613.16	3,088.29	3,563.40	4,276.08
Epwell	1,384.06	1,614.74	1,845.42	2,076.09	2,537.44	2,998.80	3,460.15	4,152.18
Fencott and Murcott	1,380.79	1,610.93	1,841.06	2,071.19	2,531.45	2,991.73	3,451.98	4,142.38
Finmere	1,393.41	1,625.65	1,857.89	2,090.12	2,554.59	3,019.07	3,483.53	4,180.24
Fringford	1,392.70	1,624.83	1,856.95	2,089.06	2,553.29	3,017.54	3,481.76	4,178.12
Fritwell	1,374.65	1,603.76	1,832.88	2,061.98	2,520.20	2,978.42	3,436.63	4,123.96
Godington	1,357.59	1,583.86	1,810.13	2,036.39	2,488.92	2,941.46	3,393.98	4,072.78
Gosford and Water Eaton	1,441.40	1,681.64	1,921.88	2,162.11	2,642.58	3,123.06	3,603.51	4,324.22
Hampton Gay and Poyle	1,371.84	1,600.48	1,829.13	2,057.76	2,515.04	2,972.33	3,429.60	4,115.52
Hanwell	1,385.30	1,616.18	1,847.07	2,077.95	2,539.72	3,001.49	3,463.25	4,155.90
Hardwick with Tusmore	1,357.59	1,583.86	1,810.13	2,036.39	2,488.92	2,941.46	3,393.98	4,072.78
Hethe	1,393.02	1,625.20	1,857.37	2,089.54	2,553.88	3,018.23	3,482.56	4,179.08
Hook Norton	1,407.58	1,642.19	1,876.79	2,111.38	2,580.57	3,049.78	3,518.96	4,222.76
Horley	1,390.64	1,622.41	1,854.19	2,085.96	2,549.51	3,013.06	3,476.60	4,171.92
Horton	1,418.05	1,654.40	1,890.74	2,127.08	2,599.76	3,072.46	3,545.13	4,254.16
Horton cum Studley	1,381.90	1,612.23	1,842.55	2,072.86	2,533.49	2,994.14	3,454.76	4,145.72
Islip	1,406.70	1,641.16	1,875.61	2,110.06	2,578.96	3,047.87	3,516.76	4,220.12
Kidlington	1,461.96	1,705.63	1,949.29	2,192.95	2,680.27	3,167.60	3,654.91	4,385.90
Kirtlington	1,395.34	1,627.90	1,860.46	2,093.01	2,558.12	3,023.24	3,488.35	4,186.02
Launton	1,392.78	1,624.91	1,857.05	2,089.17	2,553.43	3,017.70	3,481.95	4,178.34
Lower Heyford	1,382.16	1,612.52	1,842.89	2,073.24	2,533.96	2,994.69	3,455.40	4,146.48
Merton	1,435.40	1,674.63	1,913.87	2,153.10	2,631.57	3,110.04	3,588.50	4,306.20
Middle Aston	1,357.59	1,583.86	1,810.13	2,036.39	2,488.92	2,941.46	3,393.98	4,072.78
Middleton Stoney	1,385.24	1,616.11	1,846.99	2,077.86	2,539.61	3,001.36	3,463.10	4,155.72
Milcombe	1,395.32	1,627.87	1,860.43	2,092.98	2,558.09	3,023.20	3,488.30	4,185.96
Milton	1,361.38	1,588.29	1,815.19	2,042.08	2,495.87	2,949.68	3,403.46	4,084.16
Mixbury	1,357.59	1,583.86	1,810.13	2,036.39	2,488.92	2,941.46	3,393.98	4,072.78
Mollington	1,389.80	1,621.43	1,853.07	2,084.70	2,547.97	3,011.24	3,474.50	4,169.40
Newton Purcell	1,357.59	1,583.86	1,810.13	2,036.39	2,488.92	2,941.46	3,393.98	4,072.78
Noke	1,381.45	1,611.70	1,841.94	2,072.18	2,532.66	2,993.16	3,453.63	4,144.36
North Aston	1,359.66	1,586.28	1,812.89	2,039.50	2,492.72	2,945.95	3,399.16	4,079.00
North Newington	1,377.17	1,606.70	1,836.24	2,065.76	2,524.82	2,983.88	3,442.93	4,131.52
Oddington	1,357.59	1,583.86	1,810.13	2,036.39	2,488.92	2,941.46	3,393.98	4,072.78
Piddington	1,394.96	1,627.45	1,859.95	2,092.44	2,557.43	3,022.42	3,487.40	4,184.88
Prescote	1,357.59	1,583.86	1,810.13	2,036.39	2,488.92	2,941.46	3,393.98	4,072.78
Shenington	1,373.88	1,602.86	1,831.85	2,060.82	2,518.78	2,976.75	3,434.70	4,121.64
Shipton on Cherwell	1,385.03	1,615.87	1,846.72	2,077.55	2,539.23	3,000.91	3,462.58	4,155.10
Shutford	1,383.78	1,614.41	1,845.05	2,075.67	2,536.93	2,998.20	3,459.45	4,151.34
Sibford Ferris	1,382.98	1,613.48	1,843.98	2,074.47	2,535.46	2,996.46	3,457.45	4,148.94
Sibford Gower	1,382.20	1,612.57	1,842.94	2,073.30	2,534.03	2,994.77	3,455.50	4,146.60
Somerton	1,424.59	1,662.03	1,899.46	2,136.89	2,611.75	3,086.63	3,561.48	4,273.78
Souldern	1,377.22	1,606.77	1,836.31	2,065.84	2,524.91	2,984.00	3,443.06	4,131.68
South Newington	1,391.26	1,623.15	1,855.03	2,086.90	2,550.65	3,014.42	3,478.16	4,173.80
Steeple Aston	1,408.92	1,643.74	1,878.57	2,113.38	2,583.02	3,052.67	3,522.30	4,226.76
Stoke Lyne	1,388.37	1,619.77	1,851.17	2,082.56	2,545.35	3,008.15	3,470.93	4,165.12
Stratton Audley	1,395.22	1,627.76	1,860.30	2,092.83	2,557.90	3,022.98	3,488.05	4,185.66
Swalcliffe	1,404.30	1,638.35	1,872.41	2,106.45	2,574.55	3,042.66	3,510.75	4,212.90
Tadmarton	1,385.56	1,616.49	1,847.42	2,078.34	2,540.19	3,002.05	3,463.90	4,156.68
Upper Heyford	1,399.24	1,632.46	1,865.67	2,098.87	2,565.28	3,031.71	3,498.11	4,197.74
Wardington	1,390.28	1,622.00	1,853.72	2,085.43	2,548.86	3,012.30	3,475.71	4,170.86
Wendlebury	1,382.22	1,612.59	1,842.97	2,073.33	2,534.07	2,994.82	3,455.55	4,146.66
Weston on the Green	1,419.09	1,655.61	1,892.13	2,128.64	2,601.67	3,074.71	3,547.73	4,257.28
Wiggington	1,376.46	1,605.88	1,835.29	2,064.70	2,523.52	2,982.35	3,441.16	4,129.40
Wroxton	1,381.35	1,611.58	1,841.81	2,072.03	2,532.48	2,992.94	3,453.38	4,144.06
Yarnton	1,428.57	1,666.67	1,904.77	2,142.86	2,619.05	3,095.25	3,571.43	4,285.72
Heyford Park	1,389.56	1,621.15	1,852.75	2,084.34	2,547.53	3,010.72	3,473.90	4,168.68
DISTRICT AVERAGE	1,425.22	1,662.77	1,900.30	2,137.84	2,612.91	3,088.00	3,563.06	4,275.68



DISTRICT COUNCIL
NORTH OXFORDSHIRE

Cherwell District Council Pay Policy Statement

This policy statement will be subject to review annually and in accordance with new or proposed legislation to ensure that it remains relevant and effective. It is effective from 1st April 2022

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1. Introduction, Overview and Purpose

Under Section 112 of the Local Government Act 192, the Council has the “power to appoint officers on such reasonable terms and conditions as the authority thinks fit”. This Pay Policy Statement (the ‘statement’) sets out the Council’s approach to pay policy in accordance with the requirements of Section 38-43 of the Localism Act 2011 and due regard to the associated Statutory Guidance including the Supplementary Statutory Guidance issued in February 2013 and guidance issued under the Local Government Transparency Code 2015.

The purpose of this statement is to provide transparency with regard to the Council’s approach to setting the pay of its employees, excluding employees working in alternative service delivery models.

Thus, this statement details the methods by which salaries for all roles are determined, and the detail and the level of remuneration of its most senior employees. This statement will be published on the Council’s public website and will be available in other formats upon request.

Procedural and approval requirements set down in the Council’s Constitution will be applied as required.

In determining the pay and remuneration of all its employees, the Council takes account of the need to ensure value for money in respect of the use of public expenditure.

The Council also aims to develop and implement reward systems and structures which meet the following requirements.

- Allow the Council to recruit and retain high calibre employees to provide high quality services
- Maintain levels of pay which are in line with the Council’s financial policies and provide value for money
- Are open, transparent and accountable
- Are fair and consistent

Once approved, this policy statement will come into effect on the 1st April 2022 superseding the 2021/22 statement and will continue to be reviewed on an annual basis.

2. Definitions

To support the transparency of the Pay Policy Statement, below are definitions for common words/phrases that are used throughout.

2.1. Remuneration

For the purposes of this statement remuneration includes three elements – basic salary, pension and all other allowances arising from employment.

2.2. Chief Officers

The definition of Chief Officers is defined as the officer designated as the Head of the Authority's Paid Service; a statutory chief officer – which under the Local Government and Housing Act 1989 means the Section 151 Officer and Monitoring Officer.

The definition of a non-statutory Chief Officer which under section 2 (7) of the 1989 Act means direct reports of the Head of Paid Service (HOPS), a person for whom the HOPS is directly responsible; a person who, as respects all or most of the duties of his/her post, is required to report directly or is directly accountable to the HOPS; and any person who, as respects all or most of the duties of his/her post, is required to report directly or is directly accountable to the local authority themselves or any committee or sub-committee of the authority.

In the case of the Council these posts are:

- Chief Executive (Head of Paid Service)

Statutory Chief Officers

- Assistant Director of Finance and Section 151 Officer
- Monitoring Officer

Non-Statutory Chief Officers

- Corporate Director of Customers, Organisational Development and Resources
- Corporate Director of Commercial Development, Assets and Investment
- Corporate Director of Environment and Place
- Corporate Director of Adult Services and Housing
- Corporate Director of Public Health and Wellbeing

2.3. Lowest Paid Employees

According to the pay scales, the lowest pay that employees receive is on Grade A, Scale Point 2 which is the lowest standard pay point. The salary on this grade is currently payable to staff carrying out cleaning roles. Lowest paid employees exclude apprentices due to their trainee status and exclude staff who may have transferred into the Council under TUPE protected rates.

2.4. Pay Multiples

The pay multiples is the relationship between two different pay amounts, showing the number of times one value is contained within another value. The relationships will be shown between:

- the highest paid taxable earnings (including base salary, variable pay, bonuses, allowances and cash value of any benefits in kind) and the lowest paid taxable earnings.
- the highest paid taxable earnings (including base salary, variable pay, bonuses, allowances and the cash value of any benefits in kind) and the median earnings figure of the whole workforce.
- the average median salary of Chief Officers and the median earnings figure of the whole workforce.

3. Pay Strategy

We undertake a review of the remuneration of all staff each year, taking into consideration hourly pay rates and other significant benefits such as annual leave above the statutory requirements, employer pension contributions and training and development. We believe that taking a holistic view to remuneration ensures that our staff are rewarded fairly and encourages us all to think of total reward packages rather than a single component such as base pay.

When annual leave above the statutory minimum requirements and employer pensions contributions are added to our lowest pay rates, the hourly rate equates to £10.57 this is currently 11.26% above the April 2022 rates for UK Living Wage of £9.50, 6.77% above the Real Living Wage of £9.90 and 0.67% more than the Oxford Living Wage of £10.50. However, it is important to note that the pay award for 2021/22 (at time of writing) had not been agreed and negotiations for the 22/23 pay award had not yet commenced.

4. Pay Design

There is a single pay scale in operation at the Council. This was developed in 2018 by external reward specialists as part of a harmonisation process and in conjunction with a review of the job evaluation schemes in use. The harmonisation process was subject to a full consultation process with the trade unions.

The Council ensures that all pay arrangements can be objectively justified through the use of Job Evaluation methods. These are:

- GLPC scheme for roles that score under 560 points when evaluated.

- Roles that score 560 points and above are subject to HAY evaluation.

Grading structures for all groups of employees are implemented in line with agreed published pay scales and agreed relevant local terms and conditions of employment where applicable.

5. Joint Working

With the exception of the Chief Executive, Monitoring Officer and s151 Officer all other Statutory and non- Statutory Chief Officer appointments are shared appointments with Oxfordshire County Council. These will be reviewed following the mutual agreement to formally end the s113 Partnership Agreement between Oxfordshire County Council and Cherwell District Council.

6. Appointments

The Personnel Committee is the appointing body for appointments to the roles of Head of Paid Service, the Monitoring Officer and the s151 Officer with recommendations made to full council.

The Personnel Committee is the appointing body for non-statutory Chief Officers.

It still remains that the Executive consultation procedure would be utilised as required by regulations for Chief Officer posts.

Post	Regulatory Description	Appointment under Constitution
Head of Paid Service	Head of Paid Service	Personnel Committee with recommendation to Full Council approval
(s151 Officer) Assistant Director of Finance	Statutory Chief Officer	Personnel Committee with recommendation to Full Council
Monitoring Officer	Statutory Chief Officer	Personnel Committee with recommendation to Full Council
Corporate Director of Adults and Housing	Statutory Chief Officer	To be reviewed following the mutual agreement to terminate the s113 agreement
Corporate Director of Public Health & Wellbeing	Statutory Chief Officer	To be reviewed following the mutual agreement to terminate the s113

		agreement
Corporate Director Customers, Organisational Development and Resources	Non-statutory Chief Officer	Personnel Committee
Corporate Director of Commercial Development, Assets and Investment	Non-statutory Chief Officer	Personnel Committee
Corporate Director of Environment and Place	Non-statutory Chief Officer	Personnel Committee
Director of Law and Governance	Non-statutory Chief Officer	To be reviewed following the mutual agreement to terminate the s113 agreement

Any pay or grading changes for Chief Officers are considered and, if agreed, approved by the Personnel Committee.

Salary packages for new posts in excess of £100,000 per annum will be subject to formal approval by the Personnel Committee.

7. Pay Structures

7.1. Pay Grades and Progression

Most jobs have a grade with at least four and a maximum of five incremental points. When an employee is appointed to a new role it is typically at the bottom of the grade, unless they have significant experience in a similar role.

Annually and usually with effect from 1st April, pay awards are implemented following local negotiation with the trade unions and are broadly in line with national recommendations.

Employees also progress to the next incremental point within their pay scale subject to completion of satisfactory probation periods. This system recognises their increasing experience and performance progression continues until they reach the top of the grade.

High levels of performance are expected from all employees and where standards are not satisfactory, prompt managerial action will be taken to improve performance. This may include disciplinary/capability action in accordance with agreed procedures.

7.2. Pay Supplements

From time to time it may be necessary to pay special allowances or supplements to individual employees as part of their employment contract where specific circumstances require this and where it can be justified in accordance with Council policies. The Council uses the following:

- Honoraria are paid where an employee has taken on additional duties and responsibilities for a defined period, for example covering a vacancy due to maternity leave or other staff absence.

The Council will ensure that the requirement for additional allowances or supplements is objectively justified by reference to clear and transparent evidence.

Pay Supplements are subject to reviews as appropriate

8. Other Employment Related Arrangements

8.1. Local Government Pension Scheme (LGPS)

Subject to qualifying conditions, employees have a right to belong to the LGPS.

The Employee contribution rates which are defined by statute, currently range between 5.5% and 12.5% of pensionable pay depending on actual salary levels.

The Employer contribution rates are set by actuaries and reviewed on a triennial basis in order to ensure the scheme is appropriately funded. The current average rate is 15.9%.

The Council will not at any time augment the pension or membership of employees nor award or fund additional pension to employees unless required to do so by the LGPS Regulations.

8.2. Benefits Schemes

As part of the Reward Strategy to recruit and retain high calibre employees, the Council provides a wide range of benefits including the Cycle Scheme and Childcare Voucher salary sacrifice schemes and will soon introduce the Electric Vehicle scheme.

A full review of the benefits offered by the council is continuing in 2022.

8.3. Expenses

Subsistence and out of pocket expenses are based on national joint council rates. Car mileage is based on the HM Revenue & Customs approved rate, currently 45 pence per mile falling to 25 pence, for miles travelled in excess of 10,000 per annum.

9. Pay Arrangements for Senior Management

With the exception of the Chief Executive, Monitoring Officer and s151 Officer all Statutory and non-Statutory Chief Officers are currently joint appointments with Oxfordshire County Council. The funding for all joint posts is currently shared between both authorities. These arrangements will all be reviewed following the mutual agreement to formally end the S113 Partnership Agreement between Oxfordshire County Council and Cherwell District Council

The following roles are jointly funded roles as at 1st April 2022:

9.1. Statutory and non-statutory Chief Officers

- Director of Law and Governance
- Corporate Director of Customers, Organisational Change and Resources
- Corporate Director of Commercial Development, Assets and Investment
- Corporate Director of Environment and Place
- Corporate Director of Adults and Housing
- Corporate Director of Public Health and Wellbeing

The Council does not apply any bonuses or performance related pay to its Chief Officers.

Where Officers receive fees for undertaking elections duties, these will be shown separately to salary. Election fees are reviewed by the Returning Officer.

10. Pay Multiples and Medians as at 9th February 2022¹

Cherwell District Council is required to report on the pay multiples between its lowest and highest paid members of staff.

¹ Following the decision to formally end the s113 arrangements between Oxfordshire County Council and Cherwell District Council, it is anticipated that the Pay Policy Statement will require updating to reflect structural arrangements that may occur during 2022/2023.

Table 1 shows the ratio between the lowest paid and the highest paid and the ratio between the median salary of the workforce and the highest paid.

Pay Multiples	2021/2022
Highest Paid - Chief Executive	£155,000 ²
Lowest Paid	£17,186
Pay Multiple between the lowest paid and the highest paid	1:9
Median Salary	£48,063
Pay Multiple between median and highest paid	1:3.2

Table 2 shows the ratio between the median salary of the workforce and the average salary of its Chief Officers. Some Chief Officer posts remain joint roles with Oxfordshire County Council and are jointly funded but will be reviewed in due course following the mutual agreement to formally end the s113 Partnership Agreement between Oxfordshire County Council and Cherwell District Council.

Pay Multiples using the average salary of Chief Officers some of which remain jointly funded until such time a review is completed following the decision to formally end the s113 arrangements between Cherwell District and Oxfordshire County Council.	2021/2022
Average Salary of Chief Officers	£134,702
Lowest Paid	£17,186
Pay Multiple between the lowest paid and the Average Salary of Chief Officers	1:7.8
Median Salary	£48,063
Pay Multiple between Median salary and Average salary of Chief Officers	1:2.8

² The Chief Executive's salary will reduce to £155,000 per annum with effect from 9th May 2022 following the decision to formally end the s113 arrangements between Oxfordshire County and Cherwell District Council.

11. Payments on Termination of Employment

The Cherwell District Council Redundancy Scheme applies to all employees and is one week's statutory entitlement based on actual pay for employees under the age of 41 years and one and half week's statutory entitlement based on actual pay for those aged 41 years and above where redundancy payments are due.

All employees who have received a redundancy payment in relation to the termination of their contracts of employment will be subject to the provisions of the Redundancy Modification Order and will be subject to Local Government Pension Scheme (LGPS) Regulations.

Where severance payments are appropriate such payments will be approved by the Monitoring Officer and the Assistant Director, Finance (s151) and will be the subject of a Settlement Agreement for the purpose of compromising any compensation for which the Council may otherwise be legally liable. Severance payments will be discussed with legal advisors and a 'Best Value' note obtained based on the merits of the individual case.

12. Publication of Senior Salaries Statement

In accordance with publication requirements, a table showing information on the pay of all officers earning over £50,000 per annum will be published on the Council's website. All allowances and other payments will also be shown.

Karen Edwards
Director of Human Resources
February 2022



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Appendix 1

Cherwell District Council

Gambling Act 2005

Policy Statement

This Statement of Principles was adopted by **Cherwell District Council** at its Council meeting on **(insert date)**

Revisions

Version	Date	Author
Dv01	3 August 2018	EC Draft
Dv02	17 August 2018	NS Draft
Dv03	3 September 2018	NS Draft
Dv04	15 November 2018	NS Post Consultation
Dv05	17 December 2018	NS Full Council
Dv06	22 October 2021	RR Draft

Cherwell District Council Statement of Principles Gambling Act 2005

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PART A

1. The Licensing Objectives

- 1.1 In exercising most of their functions under the Gambling Act 2005, licensing authorities must have regard to the licensing objectives as set out in section 1 of the Act. The licensing objectives are:
- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime
 - Ensuring that gambling is conducted in a fair and open way
 - Protecting children and other vulnerable persons from being harmed or exploited by gambling
- 1.2 It should be noted that the Gambling Commission has stated: “The requirement in relation to children is explicitly to protect them from being harmed or exploited by gambling”.
- 1.3 This licensing authority is aware that, as per Section 153, in making decisions about premises licences and temporary use notices it should aim to permit the use of premises for gambling in so far as it thinks it is:
- In accordance with any relevant code of practice issued by the Gambling Commission
 - In accordance with any relevant guidance issued by the Gambling Commission
 - Reasonably consistent with the licensing objectives and
 - In accordance with the authority’s statement of licensing policy

2. Introduction

- 2.1 Licensing authorities are required by the Gambling Act 2005 to publish a statement of the principles which they propose to apply when exercising their functions. This statement must be published at least every three years. The statement must also be reviewed from “time to time” and any amended parts re-consulted upon. The statement must be then re-published.
- 2.2 The Council consulted widely upon this statement before finalising and publishing it. A list of Cherwell’s partners is provided in Annex 1. A list of the persons/organisations that we consulted is provided in Annex 2.
- 2.3 The Gambling Act requires that the following parties are consulted by licensing authorities:
- The Chief Officer of Police;
 - One or more persons who appear to the authority to represent the interests of persons carrying on gambling businesses in the authority’s area; and
 - One or more persons who appear to the authority to represent the interests of persons who are likely to be affected by the exercise of the authority’s functions under the Gambling Act 2005.
- 2.4 Our consultation took place between the (insert dates) and we followed the HM Government Code of Practice on Consultation (published July 2008 and amended in 2018).
- The full list of comments made and consideration given is available by request from the relevant contacts detailed in Annex 1.
- 2.5 The policy was approved at a meeting of the Full Council on the (insert date) and was subsequently published on our website.
- 2.6 Should you have any comments about this policy statement, please send them by email to the relevant contacts specified in Annex 1.

- 2.7 It should be noted that this statement of licensing principles will not override the right of any person to make an application, make representations about an application, or apply for a review of a licence, as each will be considered on its own merits and according to the statutory requirements of the Gambling Act 2005.

3. Declaration

- 3.1 In producing the final statement, this licensing authority declares that it has had regard to the licensing objectives of the Gambling Act 2005, the Guidance to Licensing Authorities issued by the Gambling Commission, and any responses from those consulted on the statement.

4. Responsible Authorities

- 4.1 The licensing authority is required by regulations to state the principles it will apply in exercising its powers under Section 157(h) of the Act to designate, in writing, a body which is competent to advise the authority about the protection of children from harm. The principles are:
- The need for the body to be responsible for an area covering the whole of the licensing authority's area; and
 - The need for the body to be answerable to democratically elected persons, rather than any particular vested interest group.
- 4.2 This authority designates the Oxfordshire Safeguarding Children Board for this purpose.
- 4.3 The contact details of all the Responsible Authorities under the Gambling Act 2005 are available via the Council's website, please see Annex 1.

5. Interested Parties

- 5.1 Interested parties can make representations about licence applications, or apply for a review of an existing licence. These parties are defined in the Gambling Act 2005 as follows:

"For the purposes of this Part a person is an interested party in relation to an application for or in respect of a premises licence if, in the opinion of the licensing authority which issues the licence or to which the applications is made, the person:

- a) Lives sufficiently close to the premises to be likely to be affected by the authorised activities,
- b) Has business interests that might be affected by the authorised activities, or
- c) Represents persons who satisfy paragraph (a) or (b)"

- 5.2 The licensing authority is required by regulations to state the principles it will apply in exercising its powers under the Gambling Act 2005 to determine whether a person is an interested party. The principles are as follows.
- 5.3 Each case will be decided upon its merits. This authority will not apply a rigid rule to its decision making. It will consider the examples of considerations provided in the Gambling Commission's Guidance to Licensing Authorities. It will also consider the Gambling Commission's Guidance that "has business interests" should be given the widest possible interpretation and include partnerships, charities, faith groups and medical practices.
- 5.4 Interested parties can be persons who are democratically elected such as councillors and MPs. No specific evidence of being asked to represent an interested person will be required as long as the councillor/MP represents the ward likely to be affected. Likewise, parish councils likely to be affected

will be considered to be interested parties. Other than these however, this authority will generally require written evidence that a person/body (e.g. an advocate/relative) 'represents' someone who either lives sufficiently close to the premises to be likely to be affected by the authorised activities and/or has business interests that might be affected by the authorised activities. A letter from one of these persons, requesting the representation is sufficient.

- 5.5 If individuals wish to approach councillors to ask them to represent their views then care should be taken that the councillors are not part of the Licensing Committee dealing with the licence application. If there are any doubts then please contact the Cherwell District Council Licensing department.

6. Exchange of Information

- 6.1 Licensing authorities are required to include in their statements the principles to be applied by the authority in exercising the functions under sections 29 and 30 of the Act with respect to the exchange of information between it and the Gambling Commission, and the functions under section 350 of the Act with the respect to the exchange of information between it and the other persons listed in Schedule 6 to the Act.
- 6.2 The principle that this licensing authority applies is that it will act in accordance with the provisions of the Gambling Act 2005 in its exchange of information which includes the provision that the Data Protection Act 1998 will not be contravened. The licensing authority will also have regard to any Guidance issued by the Gambling Commission on this matter, as well as any relevant regulations issued by the Secretary of State under the powers provided in the Gambling Act 2005.
- 6.3 Should any protocols be established as regards information exchange with other bodies then they will be made available.

7. Enforcement

- 7.1 Licensing authorities are required by regulation under the Gambling Act 2005 to state the principles to be applied by the authority in exercising the functions under Part 15 of the Act with respect to the inspection of premises; and the powers under section 346 of the Act to institute criminal proceedings in respect of the offences specified.
- 7.2 This licensing authority's principles are that it will be guided by the Gambling Commission's Guidance to Licensing Authorities and will endeavour to be:
- **Proportionate:** regulators should only intervene when necessary: remedies should be appropriate to the risk posed, and costs identified and minimised;
 - **Accountable:** regulators must be able to justify decisions, and be subject to public scrutiny;
 - **Consistent:** rules and standards must be joined up and implemented fairly;
 - **Transparent:** regulators should be open, and keep regulations simple and user friendly; and
 - **Targeted:** regulation should be focused on the problem, and minimise side effects.
- 7.3 This licensing authority will endeavour to avoid duplication with other regulatory regimes so far as possible.
- 7.4 This licensing authority has adopted and implemented a risk-based inspection programme, based on:
- the licensing objectives
 - relevant codes of practice
 - guidance issued by the Gambling Commission
 - the principles set out in this statement of principles.

- 7.5 This may include test purchasing activities to measure the compliance of licensed operators with aspects of the Gambling Act. When undertaking test purchasing activities, this licensing authority will undertake to liaise with the Gambling Commission, the Primary Authority (if applicable) and the operator to determine what other, if any, test purchasing schemes may already be in place. Irrespective of the actions of an operator on their overall estate, test purchasing may be deemed to be an appropriate course of action.
- 7.6 The main enforcement and compliance role for this licensing authority in terms of the Gambling Act 2005 is to ensure compliance with the premises licences and other permissions which it authorises. The Gambling Commission is the enforcement body for the operating and personal licences. It is also worth noting that concerns about manufacture, supply or repair of gaming machines are not dealt with by the licensing authority but should be notified to the Gambling Commission.
- 7.7 This licensing authority also keeps itself informed of developments as regards the work of the Department for Business, Energy & Industrial Strategy in its consideration of the regulatory functions of local authorities.
- 7.8 Bearing in mind the principle of transparency, this licensing authority's enforcement/compliance protocols/written agreements are available upon request to the licensing team (see Annex 1 for relevant contact details).

8. Licensing authority functions

- 8.1 Licensing authorities are required under the Act to:
- be responsible for the licensing of premises where gambling activities are to take place by issuing *Premises Licences*
 - issue Provisional Statements
 - regulate *members' clubs* and *miners' welfare institutes* who wish to undertake certain gaming activities via issuing Club Gaming Permits and/or Club Machine Permits
 - issue Club Machine Permits to Commercial Clubs
 - grant permits for the use of certain lower stake gaming machines at *unlicensed Family Entertainment Centres*
 - receive notifications from alcohol licensed premises (under the Licensing Act 2003) for the use of two or fewer gaming machines
 - issue *Licensed Premises Gaming Machine Permits* for premises licensed to sell/supply alcohol for consumption on the licensed premises, under the Licensing Act 2003, where there are more than two machines
 - register *small society lotteries* below prescribed thresholds
 - issue Prize Gaming Permits
 - receive and Endorse *Temporary Use Notices*
 - receive Occasional Use Notices
 - provide information to the Gambling Commission regarding details of licences issued (see section above on 'information exchange')
 - maintain registers of the permits and licences that are issued under these functions
- 8.2 It should be noted that licensing authorities are not to be involved in licensing remote gambling as this is regulated by the Gambling Commission via operating licences.

PART B: PREMISES LICENCES: CONSIDERATION OF APPLICATIONS

1. General Principles

1.1 Premises licences are subject to the requirements set-out in the Gambling Act 2005 and regulations, as well as specific mandatory and default conditions which are detailed in regulations issued by the Secretary of State. Licensing authorities are able to exclude default conditions and also attach others, where it is believed to be appropriate.

(i) Decision-making

1.2 This licensing authority is aware that in making decisions about premises licences it should aim to permit the use of premises for gambling in so far as it thinks it:

- in accordance with any relevant code of practice issued by the Gambling Commission;
- in accordance with any relevant guidance issued by the Gambling Commission;
- reasonably consistent with the licensing objectives; and
- in accordance with the authority's statement of licensing policy.

1.3 It is appreciated that as per the Gambling Commission's Guidance to Licensing Authorities "moral or ethical objections to gambling are not a valid reason to reject applications for premises licences" (with the exception of the casino resolution powers).

(ii) Definition of "premises"

1.4 In the Act, "premises" is defined as including "any place". Section 152 therefore prevents more than one premises licence applying to any place. But a single building could be subject to more than one premises licence, provided they are for different parts of the building and the different parts of the building can be reasonably regarded as being different premises. This approach has been taken to allow large, multiple unit premises such as a pleasure park, pier, track or shopping mall to obtain discrete premises licences, where appropriate safeguards are in place. However, licensing authorities should pay particular attention if there are issues about sub-divisions of a single building or plot and should ensure that mandatory conditions relating to access between premises are observed.

1.5 This licensing authority takes particular note of the Gambling Commission's Guidance to Licensing Authorities which states that: licensing authorities should take particular care in considering applications for multiple licences for a building and those relating to a discrete part of a building used for other (non-gambling) purposes. In particular they should be aware of the following:

- the third licensing objective seeks to protect children from being harmed by gambling. In practice that means not only preventing them from taking part in gambling, but also preventing them from being in close proximity to gambling. Therefore premises should be configured so that children are not invited to participate in, have accidental access to or closely observe gambling where they are prohibited from participating;
- entrances to and exits from parts of a building covered by one or more premises licences should be separate and identifiable so that the separation of different premises is not compromised and people do not "drift" into a gambling area. In this context it should normally be possible to access the premises without going through another licensed premises or premises with a permit;
- customers should be able to participate in the activity names on the premises licence.

1.6 The Guidance also gives a list of factors which the licensing authority should be aware of, which may include whether:

- the premises have a separate registration for business rates;
- the premises' neighbouring premises are owned by the same person or someone else?
- the premises can be accessed from the street or a public passageway?
- the premises can only be accessed from any other gambling premises?

1.7 This authority will consider these and other relevant factors in making its decision, depending on all the circumstances of the case.

The Gambling Commission's relevant access provisions for each premises type are reproduced below:

Casinos

- The principal access entrance to the premises must be from a street;
- No entrance to a casino must be from premises that are used wholly or mainly by children and/or young persons;
- No customer must be able to enter a casino directly from any other premises which holds a gambling premises licence.

Adult Gaming Centre

- No customer must be able to access the premises directly from any other licensed gambling premises

Betting Shops

- Access must be from a street or from another premises with a betting premises licence;
- No direct access from a betting shop to another premises used for the retail sale of merchandise or services. In effect there cannot be an entrance to a betting shop from a shop of any kind and you could not have a betting shop at the back of a café – the whole area would have to be licensed.

Tracks

- No customer should be able to access the premises directly from:
 - a casino
 - an adult gaming centre

Bingo Premises

- No customer must be able to access the premise directly from:
 - a casino
 - an adult gaming centre
 - a betting premises, other than a track

Family Entertainment Centre

- No customer must be able to access the premises directly from:
 - a casino
 - an adult gaming centre
 - a betting premises, other than a track

1.8 The Gambling Commission's Guidance to Licensing Authorities contains further guidance on this issue, which this authority will also take into account in its decision-making.

(iii) Premises "ready for gambling"

1.9 The Guidance states that a licence to use premises for gambling should only be issued in relation to premises that the licensing authority can be satisfied are going to be ready to be used for gambling in the reasonably near future, consistent with the scale of building or alterations required before the premises are brought into use.

1.10 If the construction of a premises is not yet complete, or if they need alteration, or if the applicant does not yet have a right to occupy them, then an application for a provisional statement should be made instead.

1.11 In deciding whether a premises licence can be granted where there are outstanding construction or alteration works at a premises, this authority will determine applications on their merits, applying a two stage consideration process:

- first, whether the premises ought to be permitted to be used for gambling;
- second, whether appropriate conditions can be put in place to cater for the situation that the premises are not yet in the state in which they ought to be before gambling takes place.

1.12 Applicants should note that this authority is entitled to decide that it is appropriate to grant a licence subject to conditions, but it is not obliged to grant such a licence.

1.13 More detailed examples of the circumstances in which such a licence may be granted can be found in the Guidance.

(iv) Location

1.14 This licensing authority is aware that demand issues cannot be considered with regard to the location of premises but that considerations in terms of the licensing objectives are relevant to its decision-making. This authority will pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issues of crime and disorder. This authority has the option of adding conditions to a premises licence to address any such concerns.

(v) Planning:

1.15 This authority will not take into account irrelevant matters as per the Gambling Commission guidance.

(vi) Duplication with other regulatory regimes

1.16 This licensing authority seeks to avoid any duplication with other statutory/regulatory systems where possible, including planning. This authority will not consider whether a licence application is likely to be awarded planning permission or building regulations approval, in its consideration of it. It will though, listen to, and consider carefully, any concerns about conditions which are not able to be met by licensees due to planning restrictions, should such a situation arise.

1.17 When dealing with a premises licence application for finished buildings, this authority will not take into account whether those buildings have to comply with the necessary planning or buildings consents. Fire or health and safety risks will not be taken into account, as these matters are dealt with under relevant planning control, buildings and other regulations and must not form part of the consideration for the premises licence.

1.18 Licensing Objectives

Premises licences granted must be reasonably consistent with the licensing objectives. With regard to these objectives, this licensing authority has considered the Gambling Commission's Guidance to Licensing Authorities and some comments are made below.

1.19 Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime - This licensing authority is aware that the Gambling Commission takes a leading role in preventing gambling from being a source of crime. The Gambling Commission's Guidance does however envisage that licensing authorities should pay attention to the proposed location of gambling premises in terms of this licensing objective. Thus, where an area has known high levels of organised crime this authority will consider carefully whether gambling premises are suitable to be located there and whether conditions may be suitable such as the provision of door supervisors. This licensing authority is aware of the distinction between disorder and nuisance and will consider factors (for example whether police assistance was required and how threatening the behaviour was to those who could see it) so as to make that distinction.

1.20 **Ensuring that gambling is conducted in a fair and open way** - This licensing authority has noted that the Gambling Commission states that it generally does not expect licensing authorities to be concerned with ensuring that gambling is conducted in a fair and open way as this will be addressed via operating and personal licences. There is however, more of a role with regard to tracks which is explained in more detail in the 'tracks' section of this document.

1.21 **Protecting children and other vulnerable persons from being harmed or exploited by gambling** - This licensing authority has noted the Gambling Commission's Guidance that this objective means preventing children from taking part in gambling (as well as restriction of advertising so that gambling products are not aimed at or are, particularly attractive to children). The licensing authority will therefore consider, as suggested in the Gambling Commission's Guidance, whether specific measures are required at particular premises, with regard to this licensing objective. Appropriate measures may include supervision of entrances / machines, segregation of areas etc.

1.22 This licensing authority is also aware of the Gambling Commission Codes of Practice as regards this licensing objective, in relation to specific premises.

1.23 Conditions

Any conditions attached to licences will be proportionate and will be:

- relevant to the need to make the proposed building suitable as a gambling facility;
- directly related to the premises and the type of licence applied for;
- fairly and reasonably related to the scale and type of premises; and
- reasonable in all other respects.

1.24 Decisions upon individual conditions will be made on a case by case basis, although there will be a number of measures this licensing authority will consider utilising should there be a perceived need, such as the use of supervisors, appropriate signage for adult only areas etc. There are specific comments made in this regard under some of the licence types below. This licensing authority will also expect the licence applicant to offer his/her own suggestions as to a way in which the licensing objectives can be met effectively.

1.25 This licensing authority will also consider specific measures which may be required for buildings which are subject to multiple premises licences. Such measures may include the supervision of entrances; segregation of gambling from non-gambling areas frequented by children; and the supervision of gaming machines in non-adult gambling specific premises in order to pursue the licensing objectives.

These matters are in accordance with the Gambling Commission's Guidance.

1.26 This authority will also ensure that where category C or above machines are on offer in premises to which children are admitted:

- all such machines are located in an area of the premises which is separated from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance;
- only adults are admitted to the area where these machines are located;
- access to the area where the machines are located is supervised;
- the area where these machines are located is arranged so that it can be observed by the staff or the licence holder; and
- at the entrance to and inside any such areas there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

These considerations will apply to premises including buildings where multiple premises licences are applicable.

1.27 This licensing authority is aware that tracks may be subject to one or more than one premises licence, provided each licence relates to a specified area of the track. As per the Gambling Commission's Guidance, this licensing authority will consider the impact upon the third licensing objective and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.

1.28 It is noted that there are conditions which the licensing authority cannot attach to premises licences which are:

- any condition on the premises licence which makes it impossible to comply with an operating licence condition;
- conditions relating to gaming machine categories, numbers, or method of operation;
- conditions which provide that membership of a club or body be required (the Gambling Act 2005 specifically removes the membership requirement for casino and bingo clubs and this provision prevents it being reinstated; and
- conditions in relation to stakes, fees, winning or prizes.

1.29 Door Supervisors

The Gambling Commission advises in its Guidance to Licensing Authorities that if a licensing authority is concerned that a premises may attract disorder or be subject to attempts at unauthorised access (for example by children and young persons) then it may require that the entrances to the premises are controlled by a door supervisor, and is entitled to impose a premises licence to this effect.

1.30 Where it is decided that supervision of entrances/machines is appropriate for particular cases, a consideration of whether these need to be SIA licensed or not will be necessary. It will not be automatically assumed that they need to be licensed, as the statutory requirements for different types of premises vary.

2. Adult Gaming Centres

2.1 This licensing authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to, for example, ensure that under 18 year olds do not have access to the premises.

2.2 This licensing authority may consider measures to meet the licensing objectives such as:

- proof of age schemes
- CCTV
- supervision of entrances / machine areas
- physical separation of areas
- location of entry
- notices / signage
- specific opening hours
- self-exclusion schemes
- provision of information leaflets / helpline numbers for organisations such as GamCare.

This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

3. (Licensed) Family Entertainment Centres

3.1 This licensing authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority, for example, that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machine areas.

3.2 This licensing authority may consider measures to meet the licensing objectives such as:

- CCTV
- supervision of entrances / machine areas
- physical separation of areas
- location of entry
- notices / signage
- specific opening hours
- self-exclusion schemes
- provision of information leaflets / helpline numbers for organisations such as GamCare.
- measures / training for staff on how to deal with children that are not endowed with authority to be absent from school and on the premises, this includes electively home schooled and excluded children.

This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

3.3 This licensing authority will, as per the Gambling Commission's guidance, refer to the Commission's website to see any conditions that apply to operating licences covering the way in which the area containing the category C machines should be delineated. This licensing authority will also make itself aware of any mandatory or default conditions on these premises licences, when they have been published.

4. Casinos

4.1 Cherwell District Council has not adopted a 'no casino' resolution under Section 166 of the Gambling Act 2005, but is aware that it has the power to do so. Should this licensing authority decide in the future to pass such a resolution, it will update this policy statement with details of that resolution. Any such decision will be made by the Full Council

5. Bingo premises

5.1 This licensing authority will satisfy itself that bingo can be played in any bingo premises for which they issue a premises licence. This will be a relevant consideration where the operator of an existing bingo

premises applies to vary their licence to exclude an area of the existing premises from its ambit and then applies for a new premises licence, or multiple licences, for that or those excluded areas.

- 5.2 This authority also notes the Guidance regarding the unusual circumstances in which the splitting of pre-existing premises into two adjacent premises might be permitted.

6. Betting premises

- 6.1 *Betting machines* - This licensing authority will, as per the Gambling Commission's Guidance, take into account the size of the premises, the number of counter positions available for person-to-person transactions, and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people, when considering the number/nature/circumstances of betting machines an operator wants to offer.

7. Tracks

- 7.1 This licensing authority is aware that tracks may be subject to one or more than one premises licence, provided each licence relates to a specified area of the track. As per the Gambling Commission's Guidance, this licensing authority will especially consider the impact upon the third licensing objective (i.e. the protection of children and vulnerable persons from being harmed or exploited by gambling) and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.
- 7.2 This authority will therefore expect the premises licence applicant to demonstrate suitable measures to ensure that children do not have access to adult only gaming facilities. It is noted that children and young persons will be permitted to enter track areas on days that schools are not open to pupils and where facilities for betting are provided on days when dog-racing and/or horse racing takes place, but that they are still prevented from entering areas where gaming machines (other than category D machines) are provided.
- 7.3 This licensing authority may consider measures to meet the licensing objectives such as:
- Proof of age schemes
 - CCTV
 - Supervision of entrances / machine areas
 - Physical separation of areas
 - Location of entry
 - Notices / signage
 - Specific opening hours
 - Self-exclusion schemes
 - Provision of information leaflets / helpline numbers for organisations such as GamCare

This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

- 7.4 *Gaming machines* - Where the applicant holds a pool betting operating licence and is going to use the entitlement to four gaming machines, machines (other than category D machines) should be located in areas from which children are excluded.
- 7.5 *Betting machines* - This licensing authority will, as per the Gambling Commission's Guidance, take into account the size of the premises and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people, when considering the number/nature/circumstances of betting machines an operator proposes to offer.

Applications and plans

- 7.6 The Gambling Act (s51) requires applicants to submit plans of the premises with their application, in order to ensure that the licensing authority has the necessary information to make an informed judgement about whether the premises are fit for gambling. The plan will also be used for the licensing authority to plan future premises inspection activity.
- 7.7 Plans for tracks do not need to be in a particular scale, but should be drawn to scale and should be sufficiently detailed to include the information required by regulations.
- 7.8 Some tracks may be situated on agricultural land where the perimeter is not defined by virtue of an outer wall or fence, such as point-to-point racetracks. In such instances, where an entry fee is levied, track premises licence holders may erect temporary structures to restrict access to premises.
- 7.9 In the rare cases where the outer perimeter cannot be defined, it is likely that the track in question will not be specifically designed for the frequent holding of sporting events or races. In such cases betting facilities may be better provided through occasional use notices where the boundary premises do not need to be defined.
- 7.10 This authority appreciates that it is sometimes difficult to define the precise location of betting areas on tracks. The precise location of where betting facilities are provided is not required to be shown on track plans, both by virtue of the fact that betting is permitted anywhere on the premises and because of the difficulties associated with pinpointing exact locations for some types of track. Applicants should provide sufficient information that this authority can satisfy itself that the plan indicates the main areas where betting might take place. For racecourses in particular, any betting areas subject to the "five times rule" (commonly known as betting rings) must be indicated on the plan.

8. Travelling fairs

- 8.1 This licensing authority is responsible for deciding whether, where category D machines and/or equal chance prize gaming without a permit is to be made available for use at travelling fairs, the statutory requirement that the facilities for gambling amount to no more than an ancillary amusement at the fair is met.
- 8.2 The licensing authority will also consider whether the applicant falls within the statutory definition of a travelling fair.
- 8.3 It is noted that the 27-day statutory maximum for the land being used as a fair applies on a per calendar year basis, and that it applies to the piece of land on which the fairs are held, regardless of whether it is the same or different travelling fairs occupying the land. This licensing authority will work with its neighbouring authorities to ensure that land which crosses our boundaries is monitored so that the statutory limits are not exceeded.

9. Provisional statements

- 9.1 Developers may wish to apply to this authority for provisional statements before entering into a contract to buy or lease property or land to judge whether a development is worth taking forward in light of the need to obtain a premises licence. There is no need for the applicant to hold an operating licence in order to apply for a provisional statement.
- 9.2 S204 of the Gambling Act provides for a person to make an application to the licensing authority for a provisional statement in respect of premises that he or she:
- expects to be constructed;

- expects to be altered; or
- expects to acquire a right to occupy.

- 9.3 The process for considering an application for a provisional statement is the same as that for a premises licence application. The applicant is obliged to give notice of the application in the same way as applying for a premises licence. Responsible authorities and interested parties may make representations and there are rights of appeal.
- 9.4 In contrast to the premises licence application, the applicant does not have to hold or have applied for an operating licence from the Gambling Commission (except in the case of a track) and they do not have to have a right to occupy the premises in respect of which their provisional application is made.
- 9.5 The holder of a provisional statement may then apply for a premises licence once the premises are constructed, altered or acquired. The licensing authority will be constrained in the matters it can consider when determining the premises licence application, and in terms of representations about premises licence applications that follow the grant of a provisional statement, no further representations from relevant authorities or interested parties can be taken into account unless:
- they concern matters which could not have been addressed at the provisional statement stage, or
 - they reflect a change in the applicant's circumstances.
- 9.6 In addition, the authority may refuse the premises licence (or grant it on terms different to those attached to the provisional statement) only by reference to matters:
- which could not have been raised by objectors at the provisional statement stage;
 - which in the authority's opinion reflect a change in the operator's circumstances; or
 - where the premises has not been constructed in accordance with the plan submitted with the application. This must be a substantial change to the plan and this licensing authority notes that it can discuss any concerns it has with the applicant before making a decision.

10. Reviews

- 10.1 Requests for a review of a premises licence can be made by interested parties or responsible authorities; however, it is for the licensing authority to decide whether the review is to be carried-out. This will be on the basis of whether the request for the review is relevant to the matters listed below:
- in accordance with any relevant Code of Practice issued by the Gambling Commission;
 - in accordance with any relevant guidance issued by the Gambling Commission;
 - reasonably consistent with the licensing objectives; and
 - in accordance with the authority's statement of principles.
- 10.2 The request for the review will also be subject to the consideration by the authority as to whether the request is frivolous, vexatious, or whether it will certainly not cause this authority to wish to alter/revoke/suspend the licence, or whether it is substantially the same as previous representations or requests for review.
- 10.3 The licensing authority can also initiate a review of a particular premises licence, or a particular class of premises licence on the basis of any reason which it thinks is appropriate.
- 10.4 Once a valid application for a review has been received by the licensing authority, representations can be made by responsible authorities and interested parties during a 28 day period. This period begins 7 days after the application was received by the licensing authority, who will publish notice of the application within 7 days of receipt.

- 10.5 The licensing authority must carry out the review as soon as possible after the 28 day period for making representations has passed.
- 10.6 The purpose of the review will be to determine whether the licensing authority should take any action in relation to the licence. If action is justified, the options open to the licensing authority are to:
- (a) add, remove or amend a licence condition imposed by the licensing authority;
 - (b) exclude a default condition imposed by the Secretary of State or Scottish Ministers (e.g. opening hours) or remove or amend such an exclusion;
 - (c) suspend the premises licence for a period not exceeding three months; and
 - (d) revoke the premises licence.
- 10.7 In determining what action, if any, should be taken following a review, the licensing authority must have regard to the principles set out in section 153 of the Act, as well as any relevant representations.
- 10.8 In particular, the licensing authority may also initiate a review of a premises licence on the grounds that a premises licence holder has not provided facilities for gambling at the premises. This is to prevent people from applying for licences in a speculative manner without intending to use them.
- 10.9 Once the review has been completed, the licensing authority must, as soon as possible, notify its decision to:
- the licence holder
 - the applicant for review (if any)
 - the Commission
 - any person who made representations
 - the chief officer of police or chief constable; and
 - Her Majesty's Commissioners for Revenue and Customs

PART C: PERMITS / TEMPORARY & OCCASIONAL USE NOTICES

1. Unlicensed family entertainment centre gaming machine permits (Statement of Principles on Permits - Schedule 10 paragraph 7)

- 1.1 Where a premises does not hold a premises licence but wishes to provide gaming machines, it may apply to the licensing authority for this permit. It should be noted that the applicant must show that the premises will be wholly or mainly used for making gaming machines available for use (Section 238).
- 1.2 The Gambling Act 2005 states that a licensing authority may prepare a *statement of principles* that they propose to consider in determining the suitability of an applicant for a permit and in preparing this statement, and/or considering applications, it need not (but may) have regard to the licensing objectives and shall have regard to any relevant guidance issued by the Commission.

It should be noted that a licensing authority cannot attach conditions to this type of permit.

Statement of Principles This licensing authority will expect the applicant to show that there are policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The efficiency of such policies and procedures will each be considered on their merits, however, they may include appropriate measures / training for staff as regards to children that are not endowed with authority to be absent from school and on the premises this includes electively home schooled and excluded children, measures / training covering how staff would deal with unsupervised very young children being on the premises, or children causing perceived problems on / around the premises. This licensing authority will also expect, as per Gambling Commission Guidance, that applicants demonstrate a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed FECs; that the applicant has no relevant convictions (those that are set out in Schedule 7 of the Act); and that staff are trained to have a full understanding of the maximum stakes and prizes.

2. (Alcohol) Licensed premises gaming machine permits - (Schedule 13 paragraph 4(1))

Automatic entitlement: 2 machines

- 2.1 There is provision in the Act for premises licensed to sell alcohol for consumption on the premises to automatically have 2 gaming machines, of categories C and/or D. The premises merely need to notify the licensing authority and pay the prescribed fee.
- 2.2 The licensing authority can remove the automatic authorisation in respect of any particular premises if:
 - provision of the machines is not reasonably consistent with the pursuit of the licensing objectives;
 - gaming has taken place on the premises that breaches a condition of section 282 of the Gambling Act (i.e. that written notice has been provided to the licensing authority, that a fee has been provided and that any relevant code of practice issued by the Gambling Commission about the location and operation of the machine has been complied with);
 - the premises are mainly used for gaming; or
 - an offence under the Gambling Act has been committed on the premises.

Permit: 3 or more machines

- 2.3 If a premises wishes to have more than 2 machines, then it needs to apply for a permit and the licensing authority must consider that application based upon the licensing objectives, any guidance issued by the Gambling Commission issued under Section 25 of the Gambling Act 2005, and “*such matters as they think relevant.*”

- 2.4 This licensing authority considers that “such matters” will be decided on a case by case basis but generally there will be regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machines. Measures which will satisfy the authority that there will be no access may include the adult machines being in sight of the bar, or in the sight of staff who will monitor that the machines are not being used by those under 18. Notices and signage may also help. As regards the protection of vulnerable persons, applicants may wish to consider the provision of information leaflets/helpline numbers for organisations such as GamCare.
- 2.5 It is recognised that some alcohol licensed premises may apply for a premises licence for their non-alcohol licensed areas. Any such application would most likely need to be applied for, and dealt with as an Adult Gaming Centre premises licence.
- 2.6 It should be noted that the licensing authority can decide to grant the application with a smaller number of machines and/or a different category of machines than that applied for. Conditions (other than these) cannot be attached.
- 2.7 It should also be noted that the holder of a permit must comply with any Code of Practice issued by the Gambling Commission about the location and operation of the machine.

3. Prize gaming permits

- 3.1 The Gambling Act 2005 states that a licensing authority may “prepare a statement of principles that they propose to apply in exercising their functions under this Schedule” which “may, in particular, specify matters that the licensing authority proposes to consider in determining the suitability of the applicant for a permit”.
- 3.2 This Licensing Authority has not prepared a statement of principles. Should it decide to do so it will include details in a revised version of the policy statement.
- 3.3 In making its decision on an application for this permit the licensing authority does not need to (but may) have regard to the licensing objectives but must have regard to any Gambling Commission guidance (Gambling Act 2005, Schedule 14 paragraph 8(3)).
- 3.4 It should be noted that there are conditions in the Gambling Act 2005 by which the permit holder must comply, but that the licensing authority cannot attach conditions. The conditions in the Act are:
- the limits on participation fees, as set out in regulations, must be complied with;
 - all chances to participate in the gaming must be allocated on the premises on which the gaming is taking place and on one day; the game must be played and completed on the day the chances are allocated; and the result of the game must be made public in the premises on the day that it is played;
 - the prize for which the game is played must not exceed the amount set out in regulations (if a money prize), or the prescribed value (if non-monetary prize); and
 - participation in the gaming must not entitle the player to take part in any other gambling.

4. Club gaming and Club Machines Permits

- 4.1 Members clubs and miners' welfare institutes (but not commercial clubs) may apply for a club gaming permit. The permit will enable the premises to provide gaming machines (3 machines of categories B, C or D), equal chance gaming and games of chance as set-out in forthcoming regulations.

- 4.2 Members clubs and miners' welfare institutes – and also commercial clubs – may apply for a Club Machine Permit. A Club Machine permit will enable the premises to provide gaming machines (3 machines of categories B, C or D). NB commercial clubs may not site category B3A gaming machines offering lottery games in their club.
- 4.3 The club must be conducted 'wholly or mainly' for purposes other than gaming, unless the gaming is permitted by separate regulations. The Secretary of State has made regulations and these cover bridge and whist clubs.
- 4.4 Licensing authorities may only refuse an application on the grounds that:
- (a) the applicant does not fulfil the requirements for a members' or commercial club or miners' welfare institute and therefore is not entitled to receive the type of permit for which it has applied;
 - (b) the applicant's premises are used wholly or mainly by children and/or young persons;
 - (c) an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities;
 - (d) a permit held by the applicant has been cancelled in the previous ten years; or
 - (e) an objection has been lodged by the Commission or the police.
- 4.5 There is also a 'fast-track' procedure available under the Act for premises which hold a club premises certificate under the Licensing Act 2003 (Schedule 12 paragraph 10). Commercial clubs cannot hold club premises certificates under the Licensing Act 2003 and so cannot use the fast-track procedure.
- 4.6 There are statutory conditions on club gaming permits that no child uses a category B or C machine on the premises and that the holder complies with any relevant provision of a code of practice about the location and operation of gaming machines.

5. Temporary use notices

- 5.1 Temporary use notices allow the use of premises for gambling where there is no premises licence but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling. Premises that might be suitable for a temporary use notice, according to the Gambling Commission, would include hotels, conference centres and sporting venues.
- 5.2 The licensing authority can only grant a temporary use notice to a person or company holding a relevant operating licence, i.e. a non-remote casino operating licence.
- 5.3 The Secretary of State has the power to determine what form of gambling can be authorised by temporary use notices, and at the time of writing this Statement the relevant regulations (SI no 3157: The Gambling Act 2005 (Temporary Use Notices) Regulations 2007) state that temporary use notices can only be used to permit the provision of facilities or equal chance gaming, where the gaming is intended to produce a single winner, which in practice means poker tournaments.
- 5.4 There are a number of statutory limits as regards temporary use notices. The meaning of "premises" in Part 8 of the Act is discussed in the Gambling Commission Guidance to Licensing Authorities. As with "premises", the definition of "a set of premises" will be a question of fact in the particular circumstances of each notice that is given. In the Act "premises" is defined as including "any place".
- In considering whether a place falls within the definition of "a set of premises", the licensing authority needs to look at, amongst other things, the ownership/occupation and control of the premises.
- 5.5 This licensing authority expects to object to notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises, as recommended in the Gambling Commission's Guidance to Licensing Authorities.

6. Occasional use notices (OUNs)

- 6.1 The licensing authority has very little discretion as regards these notices aside from ensuring that the statutory limit of 8 days in a calendar year is not exceeded. This licensing authority will though, consider the definition of a 'track' and whether the applicant is permitted to avail him/herself of the notice. This licensing authority will also ensure that no more than 8 OUNs are issued in one calendar year in respect of any venue.

7. Small society lotteries

- 7.1 This licensing authority will adopt a risk based approach towards its enforcement responsibilities for small society lotteries. This authority considers that the following list, although not exclusive, could affect the risk status of the operator:
- submission of late returns (returns must be submitted no later than three months after the date on which the lottery draw was held);
 - submission of incomplete or incorrect returns;
 - breaches of the limits for small society lotteries.
- 7.2 Non-commercial gaming is permitted if it takes place at a non-commercial event, either as an incidental or principal activity at the event. Events are non-commercial if no part of the proceeds is for private profit or gain. The proceeds of such events may benefit one or more individuals if the activity is organised:
- by, or on behalf of, a charity or for charitable purposes
 - to enable participation in, or support of, sporting, athletic or cultural activities.
- 7.3 Charities and community groups should contact Cherwell District Councils licensing department.

PART D: ANNEXES

Annex 1: List of Local Authorities and other Partners

Cherwell District Council

Bodicote House
Bodicote
Banbury
OX15 4AA
TEL: 01295 753738
licensing@cherwell-dc.gov.uk

Oxfordshire Safeguarding

Oxfordshire Safeguarding Board
Officer
3rd Floor County Hall
New Road
Oxford OX5 2NX
<http://www.oscb.org.uk/>

H M Revenue & Customs

Holland House
20 Oxford Road
Bournemouth
BH8 8DZ
www.hmrc.gov.uk

Oxfordshire Fire and Rescue Service

Oxfordshire Fire and Rescue Service
Headquarters
Sterling Road
Kidlington
Oxfordshire OX2 2DU
TEL: 01865 891189

Thames Valley Police

Licensing Department
Thames Valley Police
E Block HQ South
165 Oxford Road
Kidlington
Oxfordshire OX5 2NX
TEL: 0845 8505505

The Planning Authority

Bodicote House
Banbury
OX15 4AA
TEL: 01295 753738

<https://www.oxfordshire.gov.uk/cms/public-site/fire-and-rescue-service>

<http://www.thamesvalley.police.uk/>

planning@cherwell-dc.gov.uk

The Gambling Commission

Victoria Square House
Victoria Square
Birmingham
B2 4BP
TEL: 01212306666
info@gamblingcommission.gov.uk

Annex 2: List of Consultees on the Statement of Principles

- Association of British Bookmakers Warwick House, 25 Buckingham Palace Road, London, SW1W 0PP
- British Beer and Pub Association, Market Towers, 1 Nine Elms Lane, London, SW8 5NQ
- Gambling Commission, Victoria Square House, Victoria Square, Birmingham, B2 4BP
- HM Revenue and Customs, Holland House, 20 Oxford Road, Bournemouth, BH8 8DZ
- Thames Valley Police, Thames Valley Police Headquarters, Oxford Road, Kidlington, Oxon, OX5 2NX
- Oxon PCC, The Farmhouse, Thames Valley Police Headquarters, Oxford Road, Kidlington, Oxon, OX5 2NX
- Oxon Safeguarding Childrens Board, 3rd Floor, Oxfordshire County Council, County Hall, New Road, Oxford, OX1 1ND
- Oxon Safeguarding Adults Board, 3rd Floor, Oxfordshire County Council, County Hall, New Road, Oxford, OX1 1ND
- Bingo Association, 75 High Street North, Dunstable, LU6 1JF
- Gamcare, 1st Floor, CAN Mezzanine Old Street, London, N1 6AH
- BACTA, 134-136 Buckingham Palace Road, London, SW1W 9SA
- Public Health Oxfordshire, Public Health Team, OCC, County Hall, New Road, Oxford, OX1 1ND
- Parish Councils
- District Councillors
- Health Protection
- Environmental Protection
- Licensed premises

Annex 3: Local Area Profile

Gambling Act Local Area Profile – Cherwell District Council

Cherwell is predominantly a rural district with 3 main towns; Banbury, Bicester and Kidlington. At the last census the population was 146 635 with 63% of that number living in the 3 main towns.

The licensing authority does not have any information that there are specific issues around gambling at present.

The licensing authority would recommend that the following matters are considered by operators when preparing their local risk assessment:

- the location of the premises to services for children such as schools, playgrounds, leisure/community centres and other areas where children will gather;
- the vicinity of the premises to gambling or addiction support or treatment centres where children or vulnerable groups may be present;
- Range of facilities in proximity to the licensed premises such as other gambling outlets, banks, post offices, service tills, refreshment and entertainment type facilities;
- the demographics of the area in relation to vulnerable groups;
- whether the premises is in an area subject to high levels of crime and/or disorder;
- local risk assessments should show how vulnerable people, including people with gambling dependencies are protected including the use of Information held by the licensee regarding self-exclusions and incidences of underage gambling.
- Known problems in the area such as problems arising from street drinkers, youths participating in anti-social behaviour, drug dealing activities, etc.

This list is not exhaustive and other factors not in this list that are identified must be taken into consideration.

The Licensing Authority expects a current copy of the Local Risk Assessment to be kept at the licensed premises.