



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting
of the Executive held on Monday 5 July 2021**

1. Date of publication of this summary: 6 July 2021
2. Decisions (if any) taken as a matter of urgency under Overview and Scrutiny Procedure Rules as set out in the Constitution (and not therefore subject to the call-in procedure): None
3. Date by which notice of call-in of any of the following decisions must be received in writing by the Chief Executive (see notes below):- Noon on Friday 9 July 2021
4. Notes:-
 - (a) For background documentation to the following decisions, please refer to the agenda and supporting papers (copies of which are available on the Council's website (www.cherwell.gov.uk) or from Democratic Services);
 - (b) Notice of call-in must be submitted in writing, by email or text to the Chief Executive by the deadline specified above, and must state the reason or reasons why "call-in" has been requested;
 - (c) Call-in can be requested by any six non-executive members of the Council.
However, if at any point during a municipal year the total number of opposition councillors is six or less the total number of non-executive members required to call-in a decision shall be the total number of opposition councillors less two.
 - (d) Decisions not called-in by the deadline specified above will become effective immediately the deadline has expired (unless they are recommendations to the Council).
 - (e) The Council has stipulated that the call-in procedure should not be used to challenge decisions as a matter of course and should be used only when fully justified.

**Yvonne Rees
Chief Executive**

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Agenda Item 7 Changes to the Waste Collection Service</p> <p>Report of Assistant Director Environmental Services</p> <p>Purpose of report</p> <p>The purpose of this report is to update the Executive on the proposed changes to the Waste Collection Service commencing from autumn 2021</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To approve the policies relating to separate food waste collection & chargeable garden waste (Appendix 1).</p>	<p>Resolved</p> <p>(1) That the policies relating to separate food waste collection & chargeable garden waste (Annex to the Minutes as set out in the Minute Book) be approved.</p> <p>(2) That the proposed rollout plan for the introduction of separate food waste collection and chargeable garden waste (Annex to the Minutes as set out in the Minute Book) be approved.</p> <p>(3) That the proposed charges for the garden waste collection service (Annex to the</p>	<p>The changes to the Waste & Recycling will be significant and should increase the recycling rate to around 60% in 2022/23. The costs for this new scheme are significant.</p> <p>Charging for garden waste will cover the costs of garden waste collection and will generate sufficient income to pay back the capital costs needed for this change. Those households who use the garden waste service will pay for the use of the service. There may be some initial resistance to the charges however, all other Oxfordshire authorities have been paying for garden waste service for several years.</p>	<p>Option 1: To adopt the recommendations which will lead to a higher recycling rate with the introduction of separate food waste and a revised garden waste service.</p> <p>Option 2: To ask officers to reconsider the proposed charges and/or amend the proposed policies but any significant delays are likely to increase the cost of the service changes</p>	<p>None</p>

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<p>1.2 To approve the proposed rollout plan for the introduction of separate food waste collection and chargeable garden waste (Appendix 2).</p> <p>1.3 To approve the proposed charges for the garden waste collection service (Appendix 3).</p>	<p>Minutes as set out in the Minute Book) be approved.</p> <p>(4) That authority be delegated to the Corporate Director Environment and Place, in consultation with the Lead Member for Clean and Green, to make minor operational amendments to the approved policies and plan at resolutions (1), (2) above in the event of technical or IT issues that require this.</p>			
<p>Agenda Item 8 Revised Housing Standards Enforcement Policy</p>	<p>Resolved</p> <p>(1) That the Housing Standards Enforcement</p>	<p>The new policy replaces a number of existing policies and refreshes and updates their content without</p>	<p>Option 1: As an alternative to adopting the new policy the existing policies could remain in</p>	<p>None</p>

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<p>Report of Assistant Director Housing and Social Care Commissioning</p> <p>Purpose of report</p> <p>The report sets out an updated and extended policy to be adopted in relation to the regulation and enforcement of housing standards.</p> <p>Recommendations</p> <p>The meeting is recommended to :</p> <p>1.1 Approve the Housing Standards Enforcement Policy 2021 for adoption by the Council.</p>	<p>Policy 2021 for adoption by the Council be approved.</p>	<p>introducing any significant changes, but it also takes account of 3 pieces of legislation for which specific policy provisions were not previously in place. By grouping previously separate policies together, the new policy will make information easier to find and use for both officers and the public. It will also assist with future policy reviews.</p>	<p>place. This is not recommended because the 3 existing policies dating from 2012 require review and the Council would also still have to approve separate policies for the legislation which is not currently covered by policy.</p>	
<p>Agenda Item 9 Oxfordshire's Homelessness and Rough</p>	<p>Resolved</p> <p>(1) That Oxfordshire's</p>	<p>A county wide strategy is important in delivering a coordinated approach and is</p>	<p>Option 1: not to have a county wide strategy. This would not do justice to the</p>	<p>None</p>

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<p>Sleeping Strategy 2021-26</p> <p>Report of Assistant Director Housing and Social Care Commissioning</p> <p>Purpose of Report</p> <p>To set out the Oxfordshire Wide Homelessness and Rough Sleeping Strategy 2021-26 and Action Plan for approval by the Executive, recognising that Cherwell District Council is a key partner in preventing and resolving homelessness and in supporting systems change county wide. In approving the Strategy, Cherwell District Council agrees to play a key role in delivering the vision, priorities and actions identified.</p>	<p>Homelessness and Rough Sleeping Strategy 2021-26 and the supporting Action Plan (Annexes to the Minutes as set out in the Minute Book) be approved.</p>	<p>the result of ongoing partnership working to arrive at a common vision, set of principles and agreed actions for preventing homelessness and ending rough sleeping in the county.</p> <p>The strategy builds on the learning from the Crisis feasibility study carried out in Oxfordshire in 2019/20 and is being used to inform the recommissioning of homelessness services currently being led by Oxfordshire County Council and Oxford City Council with a pooled budget including Cherwell's contribution.</p>	<p>collaborative working that exists between the 6 local authorities and wider partners to prevent homelessness and end rough sleeping. It would also limit the outcomes that can be delivered for people affected by homelessness. By working cross-county and across the professional boundaries of housing, health, social care and the voluntary and community sector we can make the greatest impact in terms of tackling homelessness.</p>	

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<p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To approve Oxfordshire's Homelessness and Rough Sleeping Strategy 2021-26 and the supporting Action Plan.</p>				
<p>Agenda Item 10 Public Sector Decarbonisation Scheme (PSDS)</p> <p>Report of Assistant Director Property, Investment and Contract Management</p> <p>Purpose of report</p> <p>To update the Executive on the outcome of the bid that Cherwell District Council</p>	<p>Resolved</p> <p>(1) That the outcome of the bids that Cherwell District Council has submitted for energy efficient capital works (non-repayable Government Grants) be noted.</p> <p>(2) That Cherwell District Council (CDC) progressing its own</p>	<p>The 100% grant funding allows CDC to take unprecedented long-term sustainability improvements to its properties to deliver financial and carbon savings. This is in line with CDC's Climate Action Framework, to seek funding opportunities to take action where normal business cases are challenged.</p>	<p>Option 1: Reject the PSDS programme of works in its entirety CDC will still need to undertake a large programme of works to achieve carbon neutrality and will be presented with situations, such as leisure centre heating requirements, that will require unique financing mechanisms to provide a suitable business case</p>	<p>None</p>

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<p>(CDC) has submitted for energy efficiency capital works (non-repayable government grants) and, as a result, to seek approval for CDC to proceed with its proposed programme of capital works. The funding body (Salix) has confirmed that CDC's funding application has been rewarded to the amount of £5.986m out of the £6m bid.</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the outcome of the bids that Cherwell District Council has submitted for energy efficient capital works (non-repayable Government Grants).</p> <p>1.2 To approve Cherwell</p>	<p>Public Sector Decarbonisation Scheme capital works programme in line with the grant award to CDC be approved.</p>			

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<p>District Council (CDC) progressing its own Public Sector Decarbonisation Scheme capital works programme in line with the grant award to CDC.</p>				
<p>Agenda Item 11 Revised Statement of Community Involvement (Planning)</p> <p>Report of Assistant Director – Planning and Development</p> <p>Purpose of report</p> <p>To seek approval of a consultation draft of a Statement of Community Involvement (SCI) for the Council's planning services.</p>	<p>Resolved</p> <p>(1) That the draft Statement of Community Involvement (SCI) be approved for public consultation.</p> <p>(2) That the Assistant Director - Planning and Development be authorised to make any changes he considers to be minor and/or presentational to the draft Statement</p>	<p>A draft Statement of Community Involvement (SCI) has been prepared to update the Council's approach to engagement and consultation in providing its planning services. The SCI is a statutory document that must be complied with and reviewed within a five-year period (the existing SCI having been adopted in July 2016). The proposed SCI incorporates more flexibility for the use of ICT and seeks to bring about some efficiencies. However, it</p>	<p>Option 1: Not to proceed at this time with the revised SCI consultation The alternative option is to continue to use the existing 2016 SCI. This is not recommended. The existing document does not address all requirements introduced since 2016 and does not provide the necessary flexibility for community engagement in the future. The 2016 SCI will become increasingly out-of-date</p>	<p>None</p>

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<p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To approve the draft Statement of Community Involvement (SCI) at Appendix 1 for public consultation.</p> <p>1.2 To authorise the Assistant Director - Planning and Development to make any changes he considers to be minor and/or presentational to the draft Statement of Community Involvement prior to the consultation and to determine the format of publication.</p>	<p>of Community Involvement prior to the consultation and to determine the format of publication.</p>	<p>maintains a clear commitment to ensure those without internet remain participants in the planning process and seeks to ensure that engagement and consultation is effective for all. The Executive's approval is sought to proceed with public consultation on the SCI.</p>	<p>Option 2: To reconsider the content of the revised SCI The draft SCI has been produced having regard to statutory and policy requirements for plan making and development management and to associated guidance. It is considered by officers to be an appropriate consultation document.</p> <p>Option 3: To adopt the SCI without consultation SCIs are not subject to a formal requirement to consult. There is an option open to Members to adopt the SCI without a period of consultation. In view of the purpose of the document, consultation is recommended.</p>	

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<p>Agenda Item 12 COVID-19: Progress and Planning Update</p> <p>Report of Chief Executive</p> <p>Purpose of report</p> <p>To summarise the current state of the pandemic in Cherwell and Oxfordshire, describe the management and operational response arrangements in place, give an update on the status of Council services and the resource impact of COVID-19, and set out the approach for further recovery and renewal planning.</p> <p>Recommendations</p> <p>The meeting is recommended to:</p>	<p>Resolved</p> <p>(1) That the latest public health situation with regard to COVID-19, the management arrangements in place and the resource impact of the pandemic as set out in the report be noted.</p> <p>(2) That the joint Oxfordshire County Council and Cherwell District Council programme of activity underway that continues to respond and adapt to the pandemic be noted.</p> <p>(3) That the summary of COVID-19 service impact be noted.</p>	<p>As we reach the end of the originally planned Roadmap period, this report describes the current local COVID-19 situation. It summarises the response to COVID-19 over the past six months, describes ongoing activity and includes a description of the recovery status of Council services. It goes on to set out the requirement to maintain and adapt COVID-19 capacity and management structures as the context in which we work continues to evolve rapidly. Finally, it recommends that the local and organisational lessons learnt from the pandemic should be used to help direct long-term recovery planning and inform future corporate direction.</p> <p>Developing our approach to</p>	<p>Option 1: Not to develop further recovery and renewal plans. Rejected as given the scale and impact of COVID, learning from the pandemic and developing recovery plans are essential to supporting residents and delivering corporate priorities.</p>	<p>None</p>

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<p>1.1 Note the latest public health situation with regard to COVID-19, the management arrangements in place and the resource impact of the pandemic as set out in this report.</p> <p>1.2 Note the joint Oxfordshire County Council and Cherwell District Council programme of activity underway that continues to respond and adapt to the pandemic as set out in Appendix 1.</p> <p>1.3 Note the summary of COVID-19 service impact set out in Appendix 2.</p> <p>1.4 Note the plans set out</p>	<p>(4) That the plans for recovery planning and for further understanding the lessons learnt for the organisation from the pandemic be noted and it be agreed that a programme of engagement with the Overview and Scrutiny Committee, all council members and key partners should be developed in consultation with the Leader and Chair of the Overview and Scrutiny Committee.</p>	<p>recovery with consideration of lessons learnt will put us in the best position to mitigate long term impacts of COVID and support residents, businesses and partners.</p>		

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<p>from paragraph 3.26 for recovery planning and for further understanding the lessons learnt for the organisation from the pandemic and agree that a programme of engagement with the Overview and Scrutiny Committee, all council members and key partners should be developed in consultation with the Leader and Chair of the Overview and Scrutiny Committee.</p>				
<p>Agenda Item 13 Monthly Performance, Risk and Finance Monitoring Report - April and May 2021</p> <p>** Please note this report will</p>	<p>Resolved</p> <p>(1) That the monthly Performance, Risk and Finance Monitoring</p>	<p>The Council is committed to performance, risk and budget management and reviews progress against its corporate</p>	<p>Option 1: This report illustrates the Council's performance against the 2021-22 business plan. As this is a monitoring report, no</p>	<p>None</p>

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<p>follow as it is currently being reviewed and finalised **</p> <p>Report of Director of Finance and Head of Insight and Corporate Programmes</p> <p>Purpose of report</p> <p>This report summarises the Council's Performance, Risk and Finance monitoring positions as at the end of May 2021, covering the first two months of the financial year.</p>	<p>Report be noted.</p> <p>(2) That the uses of specific grant related reserves be noted.</p> <p>(3) That uses of earmarked reserves (within s3.23 savings) be approved.</p> <p>(4) That the Capital carry forwards described in the Annex to the Minutes (as set out in the Minute Book) be approved.</p> <p>(5) That Council be recommended to approve increases in the</p>	<p>priorities on a monthly basis.</p> <p>This report provides an update on progress made during April and May 2021, to deliver the Council's priorities through reporting on Performance, the Leadership Risk Register and providing an update on the financial position.</p>	<p>further options have been considered. However, Members may wish to request that officers provide additional information.</p>	

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	<p>capital programme for the following two capital grants: Public Sector Decarbonisation Scheme (Commercial Development, Assets and Investment Directorate) and Garden Town (Growth and Economy Directorate).</p> <p>(6) That Council be recommended to approve a transfer of £75k capital budget from the Finance Replacement System to the HR/Payroll</p>			

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	<p>System.</p> <p>(7) That the revised schedule of fees and charges for Environmental Health and Licensing (Annex to the Minutes as set out in the Minute Book) which are to be applied for the 2021/22 financial year be approved.</p> <p>(8) That the carry forward of funding into reserves and agree to the allocations being released for use in 2021/22 as described in the</p>			

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	Annex to the Minutes (as set out in the Minute Book) be approved.			
<p>Agenda Item 14 Graven Hill Village Development Company (Dev Co) - Creation of Additional Companies</p> <p>** Please note this report will follow as it is currently being reviewed and finalised **</p> <p>Report of Shareholder Representative</p>	<p>Resolved</p> <p>(1) That the creation by Graven Hill Development Company (Dev Co) of a special purpose vehicle (SPV) as a company limited by shares be approved and that Dev Co be requested to prepare governance documents for final approval by the Shareholder Representative, in consultation with the Chairman of the Shareholder Board</p>	<p>The proposals in this report are designed to ensure that Dev Co has in place an effective governance structure to enable it to meet its aims and delivery objectives and in so doing safeguard the councils' investment and return on investment.</p>	<p>None Applicable</p>	<p>None</p>

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	<p>before registration and director nominations occur.</p> <p>(2) That the new company be included, along with Dev Co's existing subsidiary companies, within the shareholder agreement between the council (1) Graven Hill Village Holdings Limited (2) and Dev Co (3) entered 30 September 2019.</p>			
<p>Agenda Item 15 Graven Hill Village Development Company (Dev Co) - Request for s278 works bond relating to land at A41 Pioneer Roundabout</p> <p>** Please note that this report will follow as it is currently being reviewed and finalised **</p>	<p>Resolved</p> <p>(1) That it be approved in principle that the Council act as surety for Graven Hill Development Company (Dev Co) in respect of a performance bond (up</p>	<p>Through agreeing with the recommendations in this report the council is ensuring that Dev Co can act swiftly to meet its aims and delivery objectives in relation to the works at the A41 Pioneer Roundabout and in doing so safeguard the council's investment and return on</p>	<p>None Applicable</p>	<p>None</p>

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Report of the Shareholder Representative	<p>to the sum referred to in the exempt Annex to the Minutes, as set out in the Minute Book) relating to the construction of highway works by Dev Co on land at A41 Pioneer Roundabout pursuant to an agreement between Dev Co and Oxfordshire County Council (as local highway authority) to be made under section 278 of the Highways Act 1980.</p> <p>(2) That authority be delegated to the Shareholder Representative to negotiate and agree the formal documentation in</p>	investment.		

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	<p>relation to that bond, in consultation with the s.151 Officer and the Monitoring Officer (or, in the event they are conflicted, their nominated deputies).</p> <p>(3) That it be agreed that Graven Hill Development Company (Dev Co) be requested to pay to the council 1% of the value of the agreed bond for use of the facility.</p>			