



**Cherwell**

DISTRICT COUNCIL  
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting  
of the Executive held on Monday 4 October 2021**

1. Date of publication of this summary: 5 October 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 8 October 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](http://www.cherwell.gov.uk)) or from Democratic Services);
  - (b) Notice of call-in must be submitted in writing, by email or text to the Chief Executive by the deadline specified above, and must state the reason or reasons why "call-in" has been requested;
  - (c) Call-in can be requested by any six non-executive members of the Council.  
However, if at any point during a municipal year the total number of opposition councillors is six or less the total number of non-executive members required to call-in a decision shall be the total number of opposition councillors less two.
  - (d) Decisions not called-in by the deadline specified above will become effective immediately the deadline has expired (unless they are recommendations to the Council).
  - (e) The Council has stipulated that the call-in procedure should not be used to challenge decisions as a matter of course and should be used only when fully justified.

**Yvonne Rees  
Chief Executive**

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p><b>Agenda Item 7 Monthly Finance, Performance and Risk Monitoring Report</b></p> <p>Report of Director of Finance and Head of Insight and Corporate Programmes</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To note the monthly Performance, Risk and Finance Monitoring Report.</p> <p>1.2 To approve of the transfers to and from reserves on Appendix 7.</p>	<p><b>Resolved</b></p> <p>(1) That the monthly Performance, Risk and Finance Monitoring Report be noted.</p> <p>(2) That the transfers to and from reserves detailed at the Annex to the Minutes (as set out in the Minute Book - Appendix 7 to the report) be approved.</p>	<p>The Council is committed to performance, risk and budget management and reviews progress against its corporate priorities on a monthly basis.</p> <p>This report provides an update on progress made during August 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>Option 1: This report illustrates the Council's performance against the 2021-22 business plan. As this is a monitoring report, no further options have been considered. However, Members may wish to request that officers provide additional information.</p>	<p>None</p>
<p><b>Agenda Item 8</b></p>	<p><b>Resolved</b></p>	<p>The Council has a legal</p>	<p>The Council has a legal</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p><b>Budget and Business Planning Process 2022/23 - 2026/27</b></p> <p>Report of the Director of Finance</p> <p><b>Recommendations</b></p> <p>The meeting is recommended to:</p> <p>1.1 Approve the Budget and Business Planning Process for 2022/23.</p> <p>1.2 Approve a five-year period for the Medium-Term Financial Strategy to 2026/27 and five-year period for the Capital Programme to 2026/27.</p>	<p>(1) That the Budget and Business Planning Process for 2022/23 be approved.</p> <p>(2) That a five-year period for the Medium-Term Financial Strategy to 2026/27 and five-year period for the Capital Programme to 2026/27 be approved.</p>	<p>obligation to set a balanced budget and ensure it maintains a suitable level of reserves each year. The process laid out in this report will allow CDC to develop budget proposals that will allow it to meet these legal obligations.</p>	<p>obligation to set a balanced budget and evaluate its level of reserves to ensure they are held at a suitable level. Therefore, there are no alternative options other than to carry out a budget process that reviews the levels of reserves and identifies a budget proposal that can be delivered within the overall level of resources available to the Council.</p>	
<p><b>Agenda Item 9</b></p>	<p><b>Resolved</b></p>	<p>The Park and Charge project</p>	<p>Option 1: To not proceed</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p><b>Park and Charge Update</b></p> <p>Report of Assistant Director Environmental Services remaining in-scope car parks.</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To note the current progress on, and changes made to, the delivery process on the park and charge project since the last report to the Executive on 2 November 2020.</p> <p>1.2 To approve the terms for rolling out charge point services within designated council car parks in the Cherwell district as set out in exempt Appendix 1.</p>	<p>(1) That the current progress on, and changes made to, the delivery process on the park and charge project since the last report to the Executive on 2 November 2020 be noted.</p> <p>(2) That the terms for rolling out charge point services within designated council car parks in the Cherwell district as set out in the exempt Annex to the Minutes (as set out in the Minute Book - exempt Appendix 1 to the report) be approved.</p> <p>(3) That the re-alignment of the charge point</p>	<p>offers the Council an investment via private capital to develop needed EV charging infrastructure within the Council's car parks for predominantly residents who have no off-road parking, but also for visitors and commuters. The pilot car park in Bicester is already showing usage above initial forecasts, highlighting the underlying needs.</p>	<p>with the revised terms across the remainder of the council's in-scope car parks. This option has been rejected on the grounds that it would defeat the original ambitions underpinning the project as described in section 2 of this report.</p> <p>Option 2: To roll the legal structure agreed for the pilot project across the remainder of the council's in-scope car parks. This has been rejected on the grounds that the terms for the pilot project were predicated on SSE participation, which is no longer viable, and also because of the incompatibility between the pilot terms and the terms EZ-Charge have now</p>	

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
1.3 To approve the re-alignment of the charge point contract relating to the pilot Bicester Cattlemarket Car Park with the terms set out in exempt Appendix 1.	contract relating to the pilot Bicester Cattlemarket Car Park with the terms as set out in the exempt Annex to the Minutes (as set out in the Minute Book - exempt Appendix 1 to the report) be approved.		agreed with the various participating councils for roll out across the county (including officers from Cherwell District Council for the remainder of the council's car parks).	
<p><b>Agenda Item 10</b>  <b>Revised Statement of Community Involvement (Planning)</b></p> <p>Report of Assistant Director – Planning and Development</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To approve the proposed Statement of</p>	<p><b>Resolved</b></p> <p>(1) That the proposed Statement of Community Involvement (SCI) (Annex to the Minutes as set out in the Minute Book) be approved for submission to Council.</p> <p>(2) That Council be recommended to</p>	<p>The recommendation of this report is to approve the new Statement of Community Involvement, to replace the existing document adopted in 2016 and its 2020 addendum. The proposed SCI updates the Council's approach to engagement and consultation in providing its planning services. The SCI incorporates more flexibility for the use of information and communication technology</p>	<p>Option 1: To continue to use the existing 2016 SCI. 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>Option 2: To reconsider the content of the revised</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Community Involvement (SCI) at Appendix 2 for submission to Council.</p> <p>1.2 To recommend to Council that it adopts the SCI at Appendix 2 as a replacement for the current statement of community involvement (CSCI) adopted on 18 July 2016 and delegates the adoption of future Statements of Community Involvement and the approval of amendments to the Executive.</p> <p>1.3 To recommend to Council that delegation be provided to the Assistant Director – Planning and Development to modify the SCI in exceptional</p>	<p>adopt the SCI (Annex to the Minutes as set out in the Minute Book) as a replacement for the current statement of community involvement (CSCI) adopted on 18 July 2016 and delegates the adoption of future Statements of Community Involvement and the approval of amendments to the Executive.</p> <p>(3) That Council be recommended to agree delegation to the Assistant Director – Planning and Development to modify the SCI in exceptional</p>	<p>and seeks to achieve some efficiencies. However, it maintains a clear commitment to ensure those without internet access remain participants in the planning process and that engagement and consultation is effective for all. The SCI conforms to national planning guidance and has been through a formal six-week public consultation (13 July – 23 August 2021). Comments received during this period have been considered by officers and appropriate changes are recommended to form the final version of the SCI.</p>	<p>SCI The revised 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 appropriate for adoption.</p>	

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>circumstances with the agreement of the Lead Member for Planning.</p> <p>1.4 To delegate to the Assistant Director - Planning and Development, the correction of minor spelling, grammatical or typographical errors and any minor presentational improvements prior to the consideration of the SCI by Council.</p>	<p>circumstances with the agreement of the Lead Member for Planning.</p> <p>(4) That the Assistant Director - Planning and Development be delegated to correct any minor spelling corrections, grammatical or typographical errors and any minor presentational improvements prior to the consideration of the SCI by Council.</p>			
<p><b>Agenda Item 11</b>  <b>Creating a vision for the Oxford-Cambridge Arc - Consultation Response</b></p> <p>Report of Assistant Director – Planning and Development</p>	<p><b>Resolved</b></p> <p>(1) That the proposed response to the consultation for submission to the Department for</p>	<p>A response has been prepared to the public consultation which seeks to reflect the Council’s priorities and those of the Oxfordshire Strategic Vision for approval for submission to DLUHC.</p>	<p>Option 1: Not to submit a consultation response  There is no obligation on the Council to submit a response but one is recommended in the interest of influencing the</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>and Assistant Director – Growth and Economy</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To approve the proposed response to the consultation for submission to the Department for Levelling Up, Housing and Communities (DLUHC) - formerly the Ministry of Housing, Communities and Local Government.</p>	<p>Levelling Up, Housing and Communities (DLUHC) - formerly the Ministry of Housing, Communities and Local Government be approved.</p>		<p>Framework’s development at an early stage.</p> <p>Option 2: To reconsider the content of the proposed response. The proposed response has been prepared to best reflect the Council’s priorities but can be amended if required by Members.</p>	
<p><b>Agenda Item 12</b>  <b>Graven Hill Development Company (Dev Co) - Request for s38 agreement (Highways Act 1980) works bonds relating to highway infrastructure delivered by Dev Co.</b></p>	<p><b>Resolved</b></p> <p>(1) That it be approved in principle that the Council act as surety for Graven Hill Development Company (Dev Co) in</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 highway works and in doing so safeguard the council’s</p>	<p>Option 1: Not to give a performance bond. This has been dismissed by officers on the grounds that performance bonds are prerequisites for entering section 38 adoption agreements with</p>	<p>None</p>



<b>Agenda Item and Recommendation</b>	<b>Decision</b>	<b>Reasons</b>	<b>Alternative Options</b>	<b>Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service</b>
<p>Report of Shareholder Representative</p> <p><b>Recommendations</b></p> <p>The meeting is recommended:</p> <p>1.1 To approve in principle that the Council act as surety for Dev Co in respect of three performance bonds (up to the sum referred to in exempt Appendix 1 to this report) relating to the construction of highway works by Dev Co pursuant to agreements between Dev Co and Oxfordshire County Council (as local highway authority) to be made under section 38 of the Highways Act</p>	<p>respect of three performance bonds (up to the sum referred to the exempt Annex to the Minutes, as set out in the Minute Book) relating to the construction of highway works by Dev Co pursuant to agreements between Dev Co and Oxfordshire County Council (as local highway authority) to be made under section 38 of the Highways Act 1980.</p> <p>(2) That authority be delegated to the Shareholder Representative to agree the formal documentation in relation to the bonds,</p>	<p>investment and return on investment.</p>	<p>the county council, and that, by giving a performance bond to a company in which the council has a stake, the council is acting in no less a manner than a parent company would in relation to a subsidiary.</p>	

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>1980.</p> <p>1.2 To delegate to the Shareholder Representative authority to agree the formal documentation in relation to the bonds, in consultation with the s.151 Officer and the Monitoring Officer.</p> <p>1.3 To agree that Dev Co be requested to pay to the council 1% of the value of the agreed bonds for use of the facility.</p>	<p>in consultation with the s.151 Officer and the Monitoring Officer.</p> <p>(3) That it be agreed that Dev Co be requested to pay to the council 1% of the value of the agreed bonds for use of the facility.</p>			
<p><b>Agenda Item 14 Park and Charge Update - Exempt Appendix</b></p>	<p><b>Resolved</b></p> <p>(1) That the exempt appendix be noted.</p>	<p>As detailed under item 9</p>	<p>As detailed under item 9</p>	<p>None</p>

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<b>Agenda Item 15 Graven Hill Development Company (Dev Co) - Request for s38 agreement (Highways Act 1980) works bonds relating to highway infrastructure delivered by Dev Co. - Exempt Appendix</b>	<b>Resolved</b>  (1) That the exempt appendix be noted.	As detailed under item 12	As detailed under item 12	None