



Annual Meeting of Council

Wednesday 17 May 2023

Members of Cherwell District Council,

The Annual Meeting of Council will be held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA on Wednesday 17 May 2023 at 6.30 pm, and you are hereby summoned to attend.

Yvonne Rees
Chief Executive

Tuesday 9 May 2023

AGENDA

1 Apologies for Absence

2 Declarations of Interest

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

3 Presentation of Certificate of Recognition to Cherwell District Council

Thames Valley Police Chief Superintendent, Emma Garside, will present a Certificate of Recognition to Cherwell District Council in recognition of the TVLF multi-agency response to the COVID-19 Pandemic, between February 2020 and May 2021.

The Chairman will receive the Certificate on behalf of the Council.

4 Communications (Pages 7 - 8)

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

5 Election of Chairman for the Municipal Year 2023/2024

6 Investiture of Chairman

7 Vote of Thanks to Immediate Past Chairman

8 Election of Vice-Chairman for the Municipal Year 2023/2024

9 Investiture of Vice-Chairman

10 Minutes of Council (Pages 9 - 30)

To confirm as a correct record the Minutes of Council held on 27 February 2023.

Council Business Reports

11 Annual Council Business Report 2023/2024 (Pages 31 - 38)

“” An addendum and the appendices to this report will be published as a supplement to the agenda **

Report of Chief Executive

Purpose of report

To note the results of the 4 May 2023 district elections and agree the governance arrangements for the council following the elections for the municipal year 2023/2024.

Recommendations

The meeting is recommended:

- 1.1 To note the results of the District Elections held on 4 May 2023.
- 1.2 To note the constitution of Political Groups and notification of Group Leaders.
- 1.3 To appoint the Leader of the Council (if required).
- 1.4 To note the appointment of Deputy Leader of the Council, the membership of the Executive and the Executive portfolios for Municipal Year 2023/2024.
- 1.5 To agree the allocation of seats on committees that are subject to the political balance requirements as set out in Appendix 2.

- 1.6 To appoint members (and where required, substitute members) to serve on each of the committees in accordance with the nominations made by political groups (Appendix 3).
- 1.7 To appoint a non-Executive representative to the Oxfordshire Joint Health Overview and Scrutiny Committee.
- 1.8 To appoint a representative and named substitute to the Police and Crime Commissioner Scrutiny Panel.
- 1.9 To appoint an Executive member representative and Executive member substitute to the Future Oxfordshire Partnership.
- 1.10 To appoint three non-Executive representatives to the Future Oxfordshire Partnership Scrutiny Panel.
- 1.11 To appoint an Executive member and an Executive member substitute to each of the Future Oxfordshire Partnership Advisory Groups: Housing Advisory Group, Infrastructure Advisory Group, Environment Advisory Group and Planning Advisory Group (subject to approval by the Future Oxfordshire Partnership at its meeting of 13 June including confirmation of final title).
- 1.12 To appoint members to the Boundary Review Working Group.

12 Member Development Framework (Pages 39 - 52)

Report of Monitoring Officer / Assistant Director Law & Governance

Purpose of report

To consider and agree the Member Development Framework and note the Member Development Programme for 2023/24.

Recommendations

The meeting is recommended to:

- 1.1 Agree the Member Development Framework (Appendix 1).
- 1.2 Note the Member Development Programme for 2023/2024 (Appendix 2).
- 1.3 Note that the Monitoring Officer/Assistant Director Law & Governance will regularly review and amend the Programme where necessary throughout the Municipal Year to ensure it remains relevant and fit for purpose.

13 Annual Report of the Accounts, Audit and Risk Committee 2022/23 (Pages 53 - 64)

Report of Assistant Director of Finance

Purpose of report

This report presents the annual report of the Accounts, Audit & Risk Committee 2022/23

Recommendations

The meeting is recommended:

- 1.1 To note the contents of the Annual Report of the Accounts, Audit & Risk Committee 2022/23.

14 Urgent Business

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

FIRST MEETINGS OF COMMITTEES

Appointments of Chairmen and Vice-Chairmen of Committees

At the conclusion of the Council's proceedings all Members are asked to remain in their seats in the Council Chamber while Committees meet for the purpose of electing their Chairmen and Vice-Chairmen.

The Monitoring Officer will ask the Members on each Committee to stand in turn and those Members are asked to stand (where able)/sit as appropriate:

- Accounts, Audit and Risk Committee
- Appeals Panel
- Budget Planning Committee
- Licensing Committee
- Overview and Scrutiny Committee
- Personnel Committee
- Planning Committee
- Standards Committee

The Monitoring Officer will seek nominations for Chairman. Once appointed, the Chairman of each Committee will seek nominations for Vice-Chairman.

For information

Please note:

Members are advised that written questions and motions for the next scheduled Council meeting on Monday 17 July must be submitted to the Monitoring Officer and Assistant Director Law and Governance, democracy@cherwell-dc.gov.uk, by noon on Wednesday 5 July.

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221534 prior to the start of the meeting.

Declarations of Interest

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

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

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

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

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

Mobile Phones

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

Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections democracy@cherwell-dc.gov.uk, 01295 221534