



**Cherwell**

DISTRICT COUNCIL  
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting  
of the Executive held on Monday 8 April 2024**

1. Date of publication of this summary: Tuesday 9 April 2024
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 Monday 15 April 2024
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 five non-executive members of the Council.
  - (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.

**Shiraz Sheikh  
Monitoring Officer**

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 Community Infrastructure Levy (CIL)</b></p> <p>Report of Assistant Director Planning and Development</p> <p><b>Recommendations</b></p> <p>The Executive resolves:</p> <p>1.1 To approve public consultation on the draft CIL Charging Schedule, Draft Instalments Policy, and supporting documents.</p> <p>1.2 To delegate to the Assistant Director - Planning and Development the authority to make any minor amendments and corrections to the draft</p>	<p><b>Resolved</b></p> <p>(1) That public consultation on the draft CIL Charging Schedule, Draft Instalments Policy, and supporting documents be approved.</p> <p>(2) That authority be delegated to the Assistant Director - Planning and Development, in consultation with the Portfolio Holder for Planning and Development, to make any minor amendments and corrections to the draft document he considers necessary</p>	<p>A CIL Draft Charging Schedule and Instalments Policy is presented for approval to proceed to formal consultation. This is a required step ahead of the introduction of the Levy within the district.</p>	<p><u>Option 1: Not consulting on the proposed Charging Schedule and supporting documents.</u> The introduction of CIL is within the Council's LDS. Consultation is a legal requirement in the process.</p> <p><u>Option 2: Amending the proposed documents.</u> The documents proposed for consultation were prepared having regard to national policy guidance, informal engagement with key stakeholders and updated development evidence. Consultation will provide a further opportunity for stakeholders and members of the public to address matters formally</p>	<p>None</p>

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<p>document he considers necessary prior to formal publication and in consultation with the Portfolio Holder for Planning and Development.</p> <p>1.3 To delegate to the Assistant Director – Planning and Development the authority to finalise and publish supporting documents in consultation with the Portfolio Holder for Planning and Development.</p>	<p>prior to formal publication.</p> <p>(3) That authority be delegated to the Assistant Director – Planning and Development, in consultation with the Portfolio Holder for Planning and Development, to finalise and publish supporting documents.</p>		<p>and inform the preparation of both documents.</p>	
<p><b>Agenda Item 8</b> <b>Discretionary Housing Payments Policy 2024-2025</b></p>	<p><b>Resolved</b></p> <p>(1) That, having given due consideration the</p>	<p>Discretionary Housing Payments are vital for residents in the current economic climate and help to</p>	<p><u>Option 1: Returning the funds to Department for Works and Pensions and Oxfordshire County</u></p>	<p>None</p>

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<p>Report of Assistant Director Finance &amp; Section 151 Officer</p> <p><b>Recommendations</b></p> <p>The Executive resolves:</p> <p>1.1 To note the contents of the reviewed policy for Discretionary Housing Payments.</p> <p>1.2 To approve the policy for Discretionary Housing Payments.</p>	<p>reviewed policy for Discretionary Housing Payments be noted.</p> <p>(2) That the policy for Discretionary Housing Payments be approved.</p>	<p>support our most vulnerable residents with housing costs. It is recommended that the policy is endorsed by Executive to continue delivering support to these customers.</p>	<p><u>Council</u> This has been rejected as this would not be in line with Cherwell's objectives of responding to the cost-of-living crisis and working to prevent homelessness.</p>	
<p><b>Agenda Item 9 Performance Outcomes Framework 2024-2025</b></p> <p>Report of Assistant Director Customer Focus</p> <p><b>Recommendations</b></p>	<p><b>Resolved</b></p> <p>(1) That the proposed approach for managing the council's performance for 2024/25, specifically the 36 performance</p>	<p>This report sets out a suggested framework for measuring and monitoring the council's performance and progress towards achieving better outcomes for its communities. The framework will ensure there is a clear pathway to</p>	<p><u>Option 1: Not to agree a performance management framework</u> Without a performance framework the council cannot monitor its progress towards its desired outcomes and therefore agree any</p>	<p>None</p>

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<p>The Executive resolves:</p> <p>1.1 To approve the proposed approach for managing the council’s performance for 2024/25, specifically the 36 performance indicators and their respective targets.</p>	<p>indicators and their respective targets, be approved.</p>	<p>achieving success, and the committee’s views are important for ensuring its effectiveness.</p>	<p>corrective action that might be necessary to keep them on track. Therefore, the council would risk not delivering its desired outcomes for its communities. This option has therefore been rejected.</p>	
<p><b>Agenda Item 10 Equalities, Diversity, and Inclusion (EDI) Action Plans - Inclusive Communities, Services and Workplaces</b></p> <p>Report of Assistant Director – Customer Focus</p> <p><b>Recommendations</b></p>	<p><b>Resolved</b></p> <p>(1) That the Equalities, Diversity and Inclusion (EDI) action plans for Inclusive Communities, Services and Workplaces be approved.</p>	<p>The council is committed to going above and beyond our statutory responsibilities in creating inclusive communities and services and an inclusive workforce. To do this effectively we need to have the right resources and infrastructure in place to:</p> <ul style="list-style-type: none"> <li>capture the latest EDI</li> </ul>	<p><u>Option 1: Not to agree the action plans</u> This will not ensure the council delivers on its EDI commitments.</p>	<p>None</p>

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<p>The Executive resolves:</p> <p>1.1 To approve the proposed Equalities, Diversity and Inclusion (EDI) action plans for Inclusive Communities, Services and Workplaces.</p> <p>1.2 To delegate authority to the Assistant Director for Customer Focus, in consultation with the Portfolio Holder for Corporate Services and the Chair of the EDI working group, to make minor amendments to the agreed Inclusive Communities and Services Action Plans</p>	<p>(2) That authority be delegated to the Assistant Director for Customer Focus, in consultation with the Portfolio Holder for Corporate Services and the Chair of the EDI working group, to make minor amendments to the agreed Inclusive Communities and Services Action Plans</p>	<p>data and trends</p> <ul style="list-style-type: none"> <li>• use the data available to identify and address any barriers</li> <li>• ensure EDI implications are identified and considered at the earliest opportunities through our service planning and decision-making processes</li> </ul> <p>The Inclusive Communities, Inclusive Services, and Inclusive Workplaces Action Plans provide a structure in which this can be delivered and a basis on which work to deliver these commitments can be undertaken.</p>		

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<p><b>Agenda Item 11 Whitelands Farm Sports Centre - Grant of Lease and Transfer of Commuted Funds</b></p> <p>Report of Assistant Director Property</p> <p><b>Recommendations</b></p> <p>The Executive resolves:</p> <p>1.1 To approve ‘in principle’ (pending completion of the advertising requirements described below) the grant of a new 90-year lease at a peppercorn rent to Bicester Town Council to operate and manage the Whitelands Farm Sports Centre.</p>	<p><b>Resolved</b></p> <p>(1) That authority be delegated to the Assistant Director Property to enter into a 90-year lease of Whitelands Farm Sports Centre at a peppercorn rent to Bicester Town Council subject to completion of the legal formalities and advertising requirements described below.</p> <p>(2) That the transfer of a commuted sum of £30,000 to Bicester Town Council upon completion of the lease be approved.</p>	<p>Bicester Town Council (BTC) currently lease other property from the Council used for sports and pitch provision. The addition of Whitelands Farm Sports Centre to their portfolio would enable them to offer a wider and more holistic sports provision to local teams and residents.</p> <p>The Council acquires land from developers, usually through Section 106 agreements, to ensure there is an adequate supply of sports pitch provision available for the growing population of Cherwell. These acquisitions place long-term financial burdens on the Council to maintain and operate the sites, long after the commuted sum is spent. The grant of a long lease to BTC who will have</p>	<p><u>Option 1: To revert to an operator model.</u> This option has been rejected as it fails to provide BTC with control over how their resources are deployed in the delivery of the service at the site. Furthermore, this option does not provide the Council with any certainty over the longer-term viability, management and maintenance of the facility.</p> <p><u>Option 2: Work with a local sports club to operate and maintain the facility.</u> This option has been rejected as it would negatively impact on those teams from other sports who currently use the site and would probably take the site out of public</p>	<p>None</p>

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<p>1.2 To approve the transfer of a commuted sum of £30,000 to Bicester Town Council upon completion of the lease.</p>		<p>full operational and management responsibility removes the ongoing financial burden to the Council.</p> <p>Members have agreed to review policies associated with acquiring sports pitches and their onward ownership and maintenance.</p> <p>Consultation with Town and Parish Councils, where development is likely will determine the willingness of third tier authorities to take on responsibility for community amenities, as negotiations continue with developers.</p> <p>Towns and larger villages are showing some appetite for an approach which ensures operation is at the closest level to residents. Grant of a long lease to BTC aligns with this approach.</p>	<p>ownership contravening the Section 106 agreement.</p>	



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		<p>A yearly tenancy was granted to BTC in March 2022 to operate the facility while terms for a longer lease were agreed. BTC have broadened sports and social provision during this time for the benefit of local residents.</p>		
<p><b>Agenda Item 13 Whitelands Farm Sports Centre - Grant of Lease and Transfer of Commuted Funds - Exempt Appendix</b></p>	<p><b>Resolved</b></p> <p>(1) That the exempt appendix be noted.</p>	<p>As detailed under item 11</p>	<p>As detailed under item 11</p>	<p>None</p>