

## **Cherwell District Council**

### **Executive**

Minutes of a meeting of the Executive held as a Virtual meeting, on 16 June 2020 at 6.30 pm

Present: Councillor Barry Wood (Chairman), Leader of the Council  
Councillor George Reynolds (Vice-Chairman), Deputy Leader of the Council

Councillor Colin Clarke, Lead Member for Planning  
Councillor Ian Corkin, Lead Members for Customers and Transformation  
Councillor John Donaldson, Lead Member for Housing  
Councillor Tony Ilott, Lead Member for Financial Management and Governance  
Councillor Andrew McHugh, Lead Member for Health and Wellbeing  
Councillor Richard Mould, Lead Member for Performance  
Councillor Lynn Pratt, Lead Member for Economy, Regeneration and Property  
Councillor Dan Sames, Lead member for Clean and Green

Also

Present: Councillor Sean Woodcock, Leader of the Labour Group

Officers: Yvonne Rees, Chief Executive  
Claire Taylor, Corporate Director Customers and Organisational Development  
Steve Jordan, Corporate Director Commercial Development, Assets & Investment & (Interim) Monitoring Officer  
Lorna Baxter, Director of Finance & Section 151 Officer  
Sukdave Ghuman, Head of Legal Services  
Natasha Clark, Governance and Elections Manager

#### **12 Declarations of Interest**

9. CSN.

Claire Taylor, Declaration, as the MD of CSN and would leave the meeting for the duration of the item.

#### **13 Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

14 **Minutes**

The minutes of the meeting held on 1 June 2020 were agreed as a correct record and would be signed by the Chairman in due course.

15 **Chairman's Announcements**

There were no Chairman's announcements.

16 **Covid 19 Recovery Planning: Re-start, Re-cover, Re-new**

The Chief Executive submitted a report to set out Cherwell District Council's approach to post COVID-19 planning and recovery following the national period of lockdown and a prolonged period of operation within an emergency response context.

In introducing the report, the Chief Executive explained that the council was planning to adopt a three phased approach to recovery planning, considering the immediate horizon and how services are restarted, the transitional horizon, how we adapt and implement preparedness plans for a local outbreak and the longer term including the economic and social consequences of the pandemic.

At the discretion of the Chairman, Councillor Woodcock addressed Executive. In response to Councillor Woodcock's comments regarding financial uncertainty and ongoing financial challenges, the Chairman commented that it was important to continue planning despite the ongoing financial uncertainties and the report set out the way forward.

**Resolved**

- (1) That the contents of the report be noted and the approach to planning for recovery for the immediate, transitional and longer term be endorsed.
- (2) That officers be requested to continue to work within the Thames Valley Local Resilience Forum (TVLRF) framework with a specific place-based focus on the needs of Cherwell District within that context.
- (3) That it be agreed that the Joint Cherwell District and Oxfordshire County Council's Member Partnership Working Group co-ordinates all partnership related recovery work.
- (4) That the financial impacts be noted and officers be requested to prepare financial and transformational plans which align with the organisation's policy response to COVID and its impacts and should include refreshing the medium-term financial plan and savings targets, renewing the Council's corporate plan and undertaking consultation and impact assessments as required.

- (5) That it be noted that the Council's workforce has been key to the Cherwell response to the pandemic and senior officers be asked to ensure there are effective organisational development plans in place to engage, support and develop the workforce to address the short, medium and long-term consequences of COVID-19.

## **Reasons**

This report sets out an overarching approach for the Cherwell District Council to shape and coordinate its approach to immediate, transitional and long-term recovery. The council is recommended to continue to work within the Thames Valley resilience forum framework (TVLRF) and contribute to the Oxfordshire response to COVID-19 as part of the Local Health Protection Board. Appendix 4 (annex to the Minutes as set out in the Minute Book) sets out the emergency response, council recovery and Oxfordshire Health Protection Board governance structures to ensure transparency and assurance.

The council recognises that the pandemic will have far reaching consequences in terms of social, economic, health and community impacts and will seek to develop new policy and service delivery arrangements in response. The strategy by which it will do this is set out at appendix 1 (annex to the Minutes as set out in the Minute Book).

The council's staff are essential to the successful delivery of services and as part of recovery and renewal relevant support and organisational development will need to be undertaken. Likewise, the financial impacts of the pandemic are significant, and the council will need to respond with budgetary plans and proposals including a new medium-term financial plan.

The council will seek to engage with partners, communities and stakeholders as part of its response, and the report sets out the use of customer and community engagement as well as impact assessment as part of the process.

Finally the report provides an overview of the current operational status at appendix 3 (annex to the Minutes as set out in the Minute Book) and proposes a policy at appendix 2 (annex to the Minutes as set out in the Minute Book) with regards to how the council's buildings will be opened.

## **Alternative options**

No alternative options have been set out. Recovery, service restart and renewal are essential to the long-term sustainability and wellbeing of the district, failure to plan effectively will likely increase the risk faced by the Council to its long-term sustainability and operational effectiveness.

## **17 Urgent Business**

There were no items of urgent business.

## **18 Exclusion of the Press and Public**

**Resolved**

That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraph 3 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

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**CSN**

The Corporate Director Commercial Development, Assets and Investment submitted an exempt report relating to CSN.

On behalf of Executive, the Chairman thanked all CSN staff for their ongoing hard work and support to residents and businesses across the district during the coronavirus pandemic.

**Resolved**

- (1) As set out in the exempt minutes.
- (2) As set out in the exempt minutes.
- (3) That the exceptional contribution of CSN staff to the delivery of services to both Cherwell District and South Northamptonshire Councils during the Covid outbreak be recorded.

**Reasons**

As set out in the exempt minutes

**Alternative options**

As set out in the exempt minutes

The meeting ended at 7.15 pm

Chairman:

Date: