



**Committee: Executive**

**Date: Monday 6 December 2021**

**Time: 6.30 pm**

**Venue Bodicote House, Bodicote, Banbury, Oxon OX15 4AA**

## **Membership**

### **Councillor Barry Wood (Chairman)**

Councillor Phil Chapman  
Councillor Tony Ilott  
Councillor Richard Mould  
Councillor Dan Sames

### **Councillor Ian Corkin (Vice-Chairman)**

Councillor Colin Clarke  
Councillor Andrew McHugh  
Councillor Lynn Pratt  
Councillor Lucinda Wing

## **AGENDA**

### **1. Apologies for Absence**

### **2. Declarations of Interest**

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

### **3. Petitions and Requests to Address the Meeting**

The Chairman to report on any requests to submit petitions or to address the meeting.

### **4. Minutes (Pages 7 - 18)**

To confirm as a correct record the Minutes of the meeting held on 1 November 2021.

### **5. Chairman's Announcements**

To receive communications from the Chairman.

## 6. **Infrastructure Funding Statement 2020/21** (Pages 19 - 76)

Report of Assistant Director – Planning and Development

### **Purpose of report**

To seek approval of the Council's Infrastructure Funding Statement 2020/21 for publication and for an accompanying data submission to the Department for Levelling Up, Housing and Communities.

### **Recommendations**

The meeting is recommended:

- 1.1 To approve the Infrastructure Funding Statement 20/21 at Appendix 1 for publication by 31 December 2021, subject to any final changes considered to be necessary by the Assistant Director – Planning and Development in consultation with the Lead Member for Planning.
- 1.2 To authorise the Assistant Director – Planning and Development to publish and submit the associated Infrastructure Funding Statement data as required by the Department for Levelling Up, Housing and Communities.

## 7. **Council Tax Reduction Scheme 2022-2023** (Pages 77 - 82)

Report of Director of Finance

### **Purpose of report**

To enable members to consider Council Tax discounts and to seek a recommendation to Council of the proposed levels of Council Tax discounts for the financial year 2022-23.

To enable members to consider the banded scheme for Council Tax Reduction and to seek approval to recommend to Council a Council Tax Reduction Scheme for the financial year 2022-23.

### **Recommendations**

The meeting is recommended:

- 1.1 To note the contents of this report and any financial implications for the Council.
- 1.2 To recommend to Council:
  - the option of no-change to the Council Tax Reduction Income Banded Scheme for Working Age Customers for 2022-23
  - to amend the Working Age Regulations in line with annual uprating
  - to amend the Council Tax Regulations for pensioners in line with uprating announced by the Department for Levelling Up, Housing and Communities

1.3 To recommend to Council the levels of Council Tax discounts and premiums for 2022- 23 remain unchanged and remain as follows

- Retain the discount for second homes at zero
- Retain the discount for empty homes (unoccupied and substantially unfurnished) at 25% for 6 months and thereafter zero.
- Retain the empty homes premium of an additional 100% for properties that have remained empty for more than 2 years.

**8. Monthly Performance, Risk and Finance Monitoring Report (Pages 83 - 144)**

Report of Director of Finance and Head of Insight and Corporate Programmes

**Purpose of report**

This report summarises the Council's Performance, Risk and Finance monitoring positions as at the end of October 2021.

**Recommendations**

The meeting is recommended:

1.1 To note the monthly Performance, Risk and Finance Monitoring Report

1.2 To approve the changes in use of reserves as set out in Appendix 6.

**9. Graven Hill Development Company (Dev Co) - Request for s38 agreement (Highways Act 1980) works bonds relating to highway infrastructure delivered by Dev Co. (Pages 145 - 150)**

Report of Shareholder Representative

**Purpose of report**

To bring to the attention of the Executive the request from Graven Hill Village Development Company Ltd (Dev Co) for the Council to act as surety in two performance bonds for roadway infrastructure works to be undertaken by Dev Co under section 38 of the Highways Act 1980.

**Recommendations**

The meeting is recommended:

1.1 To approve in principle that the Council act as surety for Dev Co in respect of two 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 1980.

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.

- 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.

## 10. Urgent Business

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

## 11. Exclusion of the Press and Public

The following items contain exempt information as defined in the following paragraph of Part 1, Schedule 12A of Local Government Act 1972.

3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Members are reminded that whilst the following items have been marked as exempt, it is for the meeting to decide whether or not to consider them in private or in public. In making the decision, members should balance the interests of individuals and the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

No representations have been received from the public requesting that this item be considered in public.

Should Members decide not to make decisions in public, they are recommended to pass the following recommendation:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following items 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.”

12. **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** (Pages 151 - 152)
13. **Service Review of Leisure Facilities Design, Build, Operate and Maintain (DBOM) Contract** (Pages 153 - 176)

Exempt report of Corporate Director Customer Services, Organisational Development and Resources

## **Information about this Agenda**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk) or 01295 221589 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.

### **Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012**

This agenda constitutes the 5 day notice required by Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in terms of the intention to consider an item of business in private.

### **Evacuation Procedure**

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Places to watch meetings in person are very limited due to social distancing requirements. If you wish to attend the meeting in person, you must contact the Democratic and Elections Team [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk) who will advise if your request can be accommodated and of the detailed COVID-19 safety requirements for all attendees.

Please note that in line with Government guidance, all meeting attendees are strongly encouraged to take a lateral flow test in advance of the meeting.

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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](mailto:democracy@cherwell-dc.gov.uk),  
01295 221589

**Yvonne Rees**  
**Chief Executive**

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