



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting
of the Executive held on Monday 6 January 2025**

1. Date of publication of this summary: 7 January 2025
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 13 January 2025
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) 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>Agenda Item 6 Transformation Contract Extension</p> <p>Report of Corporate Director Resources and Transformation</p> <p>Recommendations</p> <p>The Executive resolves to:</p> <p>1.1 Award a short contract extension to PA Consulting for a fourth phase and final phase of work to the value of £ 116,090.</p> <p>1.2 Approve the transfer of £116,090 from the reserves earmarked for transformation, to fund this additional phase of work.</p>	<p>Resolved</p> <p>(1) That a short contract extension be awarded to PA Consulting for a fourth phase and final phase of work to the value of £116,090.</p> <p>(2) That the transfer of £116,090 from the reserves earmarked for transformation, to fund this additional phase of work be approved.</p> <p>(3) That it be agreed to receive the “Case for Change” and associated outputs, once delivered, to consider whether and how to take forward the proposed</p>	<p>The council has identified the key activities required to drive forward transformation. Maintaining momentum is essential to delivering transformation and achieving long-term financial sustainability.</p> <p>The council possesses a significant amount of capability and knowledge with regard to service delivery and this will be key to transformation. Supported by the expertise and capacity of a trusted partner will ensure that the council is best placed to drive this next phase of transformation forward whilst also achieving best value.</p>	<p>Option 1: Undertake a new competitive procurement exercise for the key deliverables outlined in the Case for Change. The council could undertake a new competitive procurement exercise.</p> <p>Benefits</p> <ul style="list-style-type: none"> • Would give other suppliers an opportunity to tender for this work. <p>Dis-benefits</p> <ul style="list-style-type: none"> • A new partner would lack the tacit knowledge and understanding that the current partner has gained through the initial three phases of work. • A competitive procurement exercise 	<p>None</p>

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<p>1.3 Receive the “Case for Change” and associated outputs, once delivered, to consider whether and how to take forward the proposed transformation programme.</p>	<p>transformation programme.</p>		<p>would take at least 4-weeks to undertake once Executive approval obtained on 6 January 2025, require more council resources and lead to a loss in momentum.</p> <ul style="list-style-type: none"> • A new procurement exercise is unlikely to attract much interest from suppliers as only two including our current partner tendered for the original contract and the other party (if interested) is unlikely to be happy to follow another suppliers approach and they would be required to pick up where they left. • Opportunity for current partner to challenge this process (phase 4) 	

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			<p>as it was scoped as an option in their existing contract</p> <p>This option was discounted due to the dis-benefits outweighing the benefits.</p> <p>Option 2: Progress with existing resources and without external expertise</p> <p>Benefits</p> <ul style="list-style-type: none"> • No immediate budget requirement <p>Dis-Benefits</p> <ul style="list-style-type: none"> • The council does not have the expertise and capacity to deliver this next phase so it is likely to take significantly longer as resources will need to develop the necessary capability and this would lead to a loss in momentum. 	

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			<p>Given this, the assurances on outputs could not be at a level that where the risk of potentially jeopardising the transformation outcomes is minimised, thereby increase the risk of reliance on reducing service levels to meet our financial requirements.</p> <ul style="list-style-type: none"> • Additional time would be required to mobilise resources without negatively impacting service delivery, which could include back filling posts to create the capacity needed. A budget would be needed for any back-fill arrangements <p>This option was discounted due to the</p>	

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			need for the council to progress with delivery of the transformation as quickly as possible in order to deliver change with proper skills and resources to enable the transformation.	
<p>Agenda Item 7 New Housing Allocations Scheme 2025</p> <p>Report of Assistant Director Wellbeing and Housing</p> <p>Recommendations</p> <p>The Executive resolves:</p> <p>1.1 To approve the new Housing Allocations Scheme.</p>	<p>Resolved</p> <p>(1) That the new Housing Allocations Scheme be approved.</p>	<p>It is important that the Council has up to date policies and procedures for its statutory and key service areas and it is important that they are legislatively and operationally sound. A periodic review of policies is therefore appropriate.</p>	<p>Option 1: Not bring forward a new Allocations Scheme. This is rejected as it is important that the Council has Policies that are up to date with legislation and can respond to current challenges.</p>	<p>None</p>

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<p>Agenda Item 8 Traffic Regulation Order in Pioneer Square</p> <p>Report of Assistant Director Property</p> <p>Recommendations</p> <p>The Executive resolves:</p> <p>1.1 To approve the promotion of an off-street Traffic Regulation Order on land the Council owns and has responsibility for outside the entrances to Franklin House including the Travelodge Hotel in order to mitigate the risks to the public at large and to the Council</p>	<p>Resolved</p> <p>(1) That the promotion of an off-street Traffic Regulation Order on land the Council owns and has responsibility for outside the entrances to Franklin House including the Travelodge Hotel be approved in order to mitigate the risks to the public at large and to the Council itself caused by unsafe parking and traffic movements in the area.</p> <p>(2) That the Assistant Director – Property be authorised to start formal consultation on the proposed off-street</p>	<p>Approval of the promotion of an off-street Traffic Regulation Order as described will remove obstructions caused by unregulated parking and obstructions to traffic needing to access service areas.</p> <p>This will improve safety for pedestrians and ensure that the existing taxi drop offs and disabled parking space are accessible and available to use.</p> <p>The costs associated with promoting and implementing the Traffic Regulation Order can be met from existing budgets. Enforcement of this Off-Street Traffic Regulation Order and issue of Penalty Charge Notices will be carried out by Oxfordshire</p>	<p>Option 1: Do nothing. This option has been rejected. Not promoting the off-street Traffic Regulation Order means proper enforcement to manage parking will not be available and car users will continue to abuse parking. Furthermore, the Council runs the risk of possible claims from the public if an accident were to happen.</p>	<p>None</p>

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<p>itself caused by unsafe parking and traffic movements in the area.</p> <p>1.2 To authorise the Assistant Director Property to start formal consultation on the proposed off-street Traffic Regulation Order, and, following due consideration of any representations received at the consultation stage and in consultation with the Monitoring Officer and relevant portfolio holder, to make any decisions and exercise all powers necessary in respect of whether or not to make and/or seal the proposed Order.</p>	<p>Traffic Regulation Order, and, following due consideration of any representations received at the consultation stage and in consultation with the Monitoring Officer and the Portfolio Holder for Neighbourhood Services, to make any decisions and exercise all powers necessary in respect of whether or not to make and/or seal the proposed Order.</p>	<p>County Council at no additional cost to the Council.</p>		

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<p>Agenda Item 9 Finance Monitoring Report November 2024</p> <p>Report of Assistant Director Finance (Section 151 Officer)</p> <p>Recommendations</p> <p>The Executive resolves:</p> <p>1.1 To consider and note the contents of the council's financial management report as at the end of November 2024.</p> <p>1.2 To approve the reprofiling of capital projects beyond 2024/25 (section 4.2.3 and Appendix 1) and the subsequent update to the programme</p>	<p>Resolved</p> <p>(1) That the contents of the council's financial management report as at the end of November 2024 be noted.</p> <p>(2) That the reprofiling of capital projects beyond 2024/25 (section 4.2.3 and Appendix 1 of the report) and the subsequent update to the programme budget for this financial year 2024/25 be approved.</p> <p>(3) That the virement of £1.031m from Policy Contingency to services for the Cost of Living award for</p>	<p>The report updates Executive on the projected year-end financial position of the council for 2024/25. Regular reporting is key to good governance and demonstrates that the council is actively managing its financial resources sustainably.</p>	<p>Option 1: This report summarises the council's forecast financial position up to the end of March 2025, therefore there are no alternative options to consider.</p>	<p>None</p>

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<p>budget for this financial year 2024/25.</p> <p>1.3 To approve to virement of £1.031m from Policy Contingency to services for the Cost of Living award for 2024/25 as agreed in November.</p> <p>1.4 To approve the allocation of £0.500m Policy Contingency to cover the cost of appeals.</p>	<p>2024/25 as agreed in November be approved.</p> <p>(4) That the allocation of £0.500m Policy Contingency to cover the cost of appeals be approved.</p>			
<p>Agenda Item 10 Council Tax Base 2025/2026</p> <p>Report of Assistant Director Finance (Section 151 Officer)</p> <p>Recommendations</p> <p>The Executive resolves to</p>	<p>Resolved</p> <p>(1) That the report of the Assistant Director of Finance for the calculation of the Council's Tax Base for 2025/26 be approved.</p>	<p>The Council must legally set a tax base for the following year by 31 January. This will allow the Council to notify its preceptors of the taxbase in order for them (and the Council) to set their budgets for 2025/26.</p>	<p>There are no alternative options. The Council has to set a tax base in order to set its council tax for 2025/26.</p>	<p>None</p>

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<p>1.1 Approve the report of the Assistant Director of Finance for the calculation of the Council's Tax Base for 2025/26.</p> <p>1.2 Agree that, in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by Cherwell District Council as its Council Tax Base for the year 2025/26 shall be 59,853.6.</p> <p>1.3 Agree for the parishes which form part of its area shown in Appendix 1, the amount calculated as the</p>	<p>(2) That it be agreed that, in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by Cherwell District Council as its Council Tax Base for the year 2025/26 shall be 59,853.6.</p> <p>(3) That it be agreed that for the parishes which form part of its area shown in Appendix 1 to the report, the amount calculated as the Council Tax Base for the year 2025/26 in respect of special items shall be as indicated in the column titled Tax Base 2025/26.</p>			

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<p>Council Tax Base for the year 2025/26 in respect of special items shall be as indicated in the column titled Tax Base 2025/26.</p> <p>1.4 Agree for the Flood Defence Areas which form part of its area, the amount calculated as the Council Tax Base for the year 2025/26 for the purposes of levies on Oxfordshire County Council by River Authorities, shall be:</p> <p>Thames Flood Defence Area Anglian (Great Ouse) Flood Defence Area Severn Region Flood Defence Area TOTAL</p>	<p>(4) That it be agreed that for the Flood Defence Areas which form part of its area, the amount calculated as the Council Tax Base for the year 2025/26 for the purposes of levies on Oxfordshire County Council by River Authorities, shall be:</p> <table data-bbox="591 938 896 1165"> <tr> <td>Thames Flood Defence Area</td> <td>57,459.5</td> </tr> <tr> <td>Anglian (Great Ouse) Flood Defence Area</td> <td>1,941.6</td> </tr> <tr> <td>Severn Region Flood Defence Area</td> <td>452.5</td> </tr> <tr> <td>TOTAL</td> <td>59,853.6</td> </tr> </table>	Thames Flood Defence Area	57,459.5	Anglian (Great Ouse) Flood Defence Area	1,941.6	Severn Region Flood Defence Area	452.5	TOTAL	59,853.6			
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