



**Cherwell**

DISTRICT COUNCIL  
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting  
of the Executive held on Monday 3 February 2025**

1. Date of publication of this summary: 4 February 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 10 February 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](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 Budget Setting for 2025/26 and the Medium-Term Financial Strategy up to 2029/30</b></p> <p>Report of Assistant Director Finance (Section 151 Officer)</p> <p><b>Purpose of report</b></p> <p>To consider and approve the Budget Setting for 2025/26 and MTFS 2029/30 as per the recommendations.</p> <p><b>Recommendations</b></p> <p><b>The Executive resolves to:</b></p> <p>1.1 Delegate authority to the Section 151 Officer (S151), following consultation with the Leader of the Council</p>	<p><b>Resolved</b></p> <p>(1) That authority be delegated to the Section 151 Officer (S151), following consultation with the Leader of the Council and Portfolio Member for Finance, Regeneration and Property to complete the legal Council Tax calculations once all the information required has been received and submit as appendices to the budget report to Council.</p> <p>(2) That authority be delegated to the S151 Officer, following consultation with the</p>	<p>This report provides information around the various building blocks that make up the proposed budget for 2025/26 and beyond, allowing members to consider and scrutinise the elements of the budget and provide advice and guidance to council to help further shape both budget setting for 2025/26 and the MTFS up to 2029/30.</p>	<p>It is a legal requirement to set a balanced budget and the recommendations as outlined set out a way to achieve this. The following alternative option has been identified and rejected for the reasons set out below.</p> <p>Option 1: To reject the current proposals and make alternative recommendations. Members will not be aware of the medium-term financial forecast or implications of alternatives if they choose to take this option.</p>	<p>None</p>

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<p>and Portfolio Member for Finance, to complete the legal Council Tax calculations once all the information required has been received and submit as appendices to the budget report to Council.</p> <p>1.2 Delegate authority to the S151, following consultation with the Leader of the Council and Portfolio Holder for Finance, Regeneration and Property to make appropriate changes to the Executive's proposed budget to Council including policies and plans.</p> <p><b>The Executive resolves to recommend to Council as follows:</b></p>	<p>Leader of the Council and Portfolio Holder for Finance, Regeneration and Property to make appropriate changes to the Executive's proposed budget to Council including policies and plans.</p> <p>(3) That Council be recommended to approve the proposed Fees and Charges schedule for 2025/26 (Appendix 7 to the report) and statutory notices be placed where required.</p> <p>(4) That Council be recommended to consider and note the Equality Impact Assessments of the</p>			

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<p>1.3 Approve the proposed Fees and Charges schedule for 2025/26 (Appendix 7) and statutory notices be placed where required.</p> <p>1.4 Consider and note the Equality Impact Assessments of the Budget (Appendix 8)</p> <p>1.5 In relation to the Corporate Plan (Section 4.1) to:</p> <p>1.5.1 Approve the Corporate Plan set out in Appendix 1.</p> <p>1.5.2 Note the Internal Perspectives set out in Appendix 2.</p>	<p>Budget (Appendix 8 to the report).</p> <p>(5) That Council be recommended to approve the Corporate Plan (Appendix 1 to the report) and to note the Internal Perspectives (Appendix 2 to report).</p> <p>(6) That, in relation to the Revenue Budget Strategy (Section 4.2 of the report) and Medium-Term Financial Strategy (MTFS) (section 4.5 of the report), Council be recommended to approve:</p> <p>i. The net revenue budget for the financial</p>			

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<p>1.6 In relation to the Revenue Budget Strategy (Section 4.2) and Medium-Term Financial Strategy (MTFS) (Section 4.5) to approve:</p> <p>1.6.1 The net revenue budget for the financial year commencing on 1 April 2025, as set out in Table 4.2.1, and further analysed in the Budget Book provided at Appendix 12.</p> <p>1.6.2 The MTFS and Revenue Budget 2025/26 (Sections 4.5 and 4.2</p>	<p>year commencing on 1 April 2025, as set out in Table 4.2.1 of the report, and further analysed in the Budget Book (Appendix 12 to the report).</p> <p>ii. The MTFS and Revenue Budget 2025/26 (Sections 4.5 and 4.2 respectively), including the Savings Proposals and Investments included at Appendices 4 and 5 of the report</p>			

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<p>respectively), including the Savings Proposals and Investments included at Appendices 4 and 5 respectively.</p> <p>1.7 In relation to Council Tax to approve:</p> <p>1.7.1 An increase in the Basic Amount of Council Tax for Cherwell District Council for the financial year beginning on 1 April 2025 of £5, resulting in a Band D charge of £158.50 per annum.</p>	<p>respectively.</p> <p>(7) That, in relation to Council Tax, Council be recommended to approve:</p> <p>i. An increase in the Basic Amount of Council Tax for Cherwell District Council for the financial year beginning on 1 April 2025 of £5, resulting in a Band D charge of £158.50 per annum.</p> <p>ii. That for long term empty properties, from 1 April 2025 an additional</p>			

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<p>1.8 In relation to the Capital Programme and related strategies (Section 4.3) to approve:</p> <p>1.8.1 The Capital Bid(s) and Capital Programme at Appendices 17 and 18 respectively.</p> <p>1.8.2 The Capital and Investment Strategy 2025/26 (Appendix 19), including the Minimum Revenue Provision (MRP) Policy.</p> <p>1.8.3 The Treasury Management</p>	<p>council tax premium will be charged of 100 per cent for properties empty for one year or more, replacing the current 100 per cent premium that begins after 2 years of a property being empty. All other empty property premiums will remain.</p> <p>(8) That, in relation to the Capital Programme and related strategies (Section 4.3 of the report), Council be recommended to approve:</p> <p>i. The Capital</p>			

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<p>Strategy, including the Prudential Indicators, and Affordable Borrowing Limit for 2025/26 (Appendix 21).</p> <p>1.9 In relation to reserves (Section 4.4) to approve:</p> <p>1.9.1 A minimum level of General Balances of £7.8m as supported by Appendix 15.</p> <p>1.9.2 The Reserves Policy (Appendix 14).</p> <p>1.9.3 The medium-term reserves</p>	<p>Bid(s) and Capital Programme at Appendices 17 and 18 to the report respectively.</p> <p>ii. The Capital and Investment Strategy 2025/26 (Appendix 19 of the report), including the Minimum Revenue Provision (MRP) Policy.</p> <p>iii. The Treasury Management Strategy, including the Prudential Indicators, and</p>			



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<p>plan described in Appendix 16.</p> <p>1.10 In relation to the Pay Policy Statement approve:</p> <p>1.10.1 The Pay Policy Statement, as required by the Localism Act 2010, detailed in Appendix 9.</p>	<p>Affordable Borrowing Limit for 2025/26 (Appendix 21 of the report).</p> <p>(9) That, in relation to reserves (section 4.4 of the report), Council be recommended to approve:</p> <ul style="list-style-type: none"> <li>i. A minimum level of General Balances of £7.8m as supported by Appendix 15 to the report.</li> <li>ii. The Reserves Policy (Appendix 14 to the report).</li> <li>iii. The medium-</li> </ul>			

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	<p>term reserves plan described in Appendix 16 to the report.</p> <p>(10) That Council be recommended to approve The Pay Policy Statement, as required by the Localism Act 2010, detailed in Appendix 9 to the report.</p>			
<p><b>Agenda Item 8</b>  <b>New Cherwell District Council Housing Strategy 2025-2030</b></p> <p>Report of Assistant Director Wellbeing and Housing</p> <p><b>Purpose of report</b></p> <p>To seek approval for the new</p>	<p><b>Resolved</b></p> <p>(1) That the Cherwell District Council Housing Strategy 2025-2030 be approved.</p>	<p>It is important that the Council has up to date policies for its 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 Housing Strategy. This is rejected as it is a best practice that the Council produces and reviews its housing strategy.</p>	<p>None</p>

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<p>Cherwell District Council Housing Strategy 2025-2030.</p> <p><b>Recommendations</b></p> <p>The Executive resolves:</p> <p>1.1 To approve the Cherwell District Council Housing Strategy 2025-2030.</p>				
<p><b>Agenda Item 9</b></p> <p><b>Annual Monitoring Report 2024</b></p> <p>Report of Assistant Director Planning and Development</p> <p><b>Purpose of report</b></p> <p>To seek approval for publication the 2024 Annual Monitoring Report (AMR) which includes a housing land supply update (December 2024).</p>	<p><b>Resolved</b></p> <p>(1) That the 2024 Annual Monitoring Report (AMR) (Appendix 1 to the report) including a Housing Land Supply Statement and a 2023/24 Infrastructure Delivery Plan update be approved for publication.</p> <p>(2) That the 2023/24 Brownfield Land</p>	<p>The Annual Monitoring Report provides important information to measure the effectiveness of planning policies and to assist policy making and development management decision making. It is the statutory mechanism for monitoring housing delivery.</p> <p>Its most significant conclusions are that Cherwell continues to deliver homes and employment land, albeit</p>	<p>Option 1: Deferment to seek significant amendment of the: 2024 Annual Monitoring Report, Infrastructure Delivery Plan or Brownfield Land Register</p> <p>Officers consider the documents to comprise robust factual reporting and updating against relevant indicators and requirements, supported by data and research. Members are therefore</p>	<p>None</p>

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<p>To seek approval of the accompanying updates to the Local Plan's Infrastructure Delivery Plan and Brownfield Land Register update (December 2024).</p> <p><b>Recommendations</b></p> <p>The Executive resolves:</p> <p>1.1 To approve the 2024 Annual Monitoring Report (AMR) presented at Appendix 1 including a Housing Land Supply Statement and a 2023/24 Infrastructure Delivery Plan update for publication.</p> <p>1.2 To approve the 2023/24 Brownfield Land Register presented at</p>	<p>Register (Appendix 2 to the report) be approved for publication.</p> <p>(3) That the Assistant Director Planning and Development be instructed to prepare a Housing Delivery Action Plan in consultation with the Portfolio Holder for Planning and Development Management.</p> <p>(4) That the Assistant Director Planning and Development be authorised to approve the final presentation of the AMR and Brownfield Land Register and to make any necessary minor</p>	<p>fewer homes than in recent years. Affordable housing completions has increased. The Council cannot however, now demonstrate a five-year supply of deliverable housing land and the preparation of an action plan to assist housing delivery is recommended.</p> <p>It is recommended that the AMR and Brownfield Land Register be approved for publication.</p>	<p>asked to consider amendment through delegation and consultation with the Portfolio Holder should they consider significant changes to be necessary.</p> <p>Option 2: Not to approve the documents for publication Production of an Authorities Monitoring Report is a statutory requirement and the AMR's wider information supports the Local Plan implementation and review. Updating the Brownfield Land Register is also a statutory requirement. The Infrastructure Delivery Plan is required to monitor and support delivery of the adopted Cherwell Local</p>	

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<p>Appendix 2 for publication.</p> <p>1.3 To instruct the Assistant Director Planning and Development to prepare a Housing Delivery Action Plan in consultation with the Portfolio Holder for Planning and Development Management.</p> <p>1.4 To authorise the Assistant Director Planning and Development to approve the final presentation of the AMR and Brownfield Land Register and to make any necessary minor administrative amendments and corrections to them</p>	<p>administrative amendments and corrections to them prior to formal publication and in consultation with the Portfolio Holder for Planning and Development Management.</p>		<p>Plan 2011-2031 and its Partial Review.</p>	

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<p>prior to formal publication and in consultation with the Portfolio Holder for Planning and Development Management.</p>				
<p><b>Agenda Item 10 Finance, Performance and Risk Monitoring Report Quarter 3 2024-25</b></p> <p>Report of Assistant Director Finance (Section 151 Officer) and Assistant Director Customer Focus</p> <p><b>Purpose of report</b></p> <p>To report to Executive the council's forecast financial position, performance and risk as at the end of the Quarter 3 2024-25.</p>	<p><b>Resolved</b></p> <p>(1) That the council's financial, performance and risk report as at the end of Quarter 3 2024 -25 be noted.</p> <p>(2) That the reprofiling of capital projects beyond 2024/25 (set out section 4.2.3 of the report and Appendix 1 to the report) and the subsequent update to the programme budget for this financial year</p>	<p>The report updates Executive on the projected year-end financial position of the council for 2024/25, and performance and risk position as of the end of Quarter 3 2024-25. Regular reporting is key to good governance and demonstrates that the council is actively managing its resources sustainably.</p>	<p>Option 1: This report summarises the council's forecast financial position up to the end of March 2025, and performance and risk position as of the end of Quarter 3 2024-25, therefore there are no alternative options to consider.</p>	<p>None</p>

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<p><b>Recommendations</b></p> <p>The Executive resolves:</p> <p>1.1 To consider and note the contents of the council’s financial, performance and risk report as at the end of Quarter 3 2024 -25.</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 budget for this financial year 2024/25.</p> <p>1.3 To approve the Use of Reserve Requests set out in Appendix 5.</p>	<p>2024/25 be approved.</p> <p>(3) That the Use of Reserve Requests (set out in Appendix 5 to the report) be approved.</p> <p>(4) That the proposed write offs (set out in exempt Appendix 6 to the report) be approved.</p> <p>(5) That the Minimum Revenue Provision (MRP) underspend of (£1.600m) due to the reprofiling of capital projects within the programme and be noted and the moving of this to the Projects Reserve (as detailed in Appendices 2 and 5 of the report) be</p>			

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<p>1.4 To approve the proposed write offs set out in exempt Appendix 6.</p> <p>1.5 To note the Minimum Revenue Provision (MRP) underspend of (£1.600m) due to the reprofiling of capital projects within the programme and to approve the moving of this to the Projects Reserve as detailed in Appendix 2 and 5.</p>	approved.			
<p><b>Agenda Item 12 Finance, Performance and Risk Monitoring Report Quarter 3 2024-25 - Exempt Appendix</b></p>	As set out under item 10	As set out under item 10	As set out under item 10	None