



Meeting of Council

Monday 16 March 2026

Members of Cherwell District Council,

A meeting of Council will be held at 39 Castle Quay, Banbury, OX16 5FD on Monday 16 March 2026 at 6.30 pm, and you are hereby summoned to attend.

Monitoring Officer

Friday 6 March 2026

AGENDA

1 **Apologies for Absence**

2 **Declarations of Interest**

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

3 **Communications** (Pages 7 - 8)

To receive communications from the Chair and/or the Leader of the Council.

4 **Petitions and Requests to Address the Meeting**

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

Addresses may be presented by:

- A Local Government elector for the area,
- A person who is wholly or mainly resident in the area,

- A Council Taxpayer or National Non-Domestic Ratepayer for the area

Addresses must be on an item on the Agenda before the meeting and not exceed 5 minutes. No person may address more than one meeting on any particular issue.

Requests to address the meeting (including the agenda item and reason for the address) should be submitted to democracy@cherwell-dc.gov.uk The deadline for requests to address this meeting is noon on Friday 13 March 2026.

The deadline to present a petition to this meeting has passed.

Full details of public participation at meetings is available in the Constitution.

5 Urgent Business

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

6 Minutes of Council (Pages 9 - 20)

To confirm as a correct record the Minutes of Council held on 23 February 2026.

7 Minutes

- a) Minutes of Executive, Portfolio Holder Decisions and Executive Decisions not included in the 28 day notice

The Leader of the Council to formally propose that the minutes of the meetings of the Executive and Portfolio Holder Decisions as set out in the Minute Book (circulated separately) be received and to report that since the last meeting of Council held on 15 December 2025 one key decision has been taken which was not included in the 28 day notice relating to HR System award of contract (exempt).

- b) Minutes of Committees

The Leader of the Council to formally propose that the minutes of committees as set out in the Minute Book (circulated separately) be received.

8 Questions

- a) Written Questions

No written questions have been submitted with advance notice in accordance with the Constitution. The deadline for written questions has now passed.

- b) Questions to the Leader of the Council

The Chair to invite questions to the Leader of the Council (including any matters arising from the minutes).

Following a response to their question being provided Members will be entitled to a follow up or supplementary question.

c) Questions to Committee Chairs on the Minutes

The Chair to invite questions to Chairs of Committees on any matter arising from the minutes of their Committee (if any).

Council Business Reports

9 Constitution Review (Pages 21 - 26)

Report of Monitoring Officer

Purpose of report

The Constitution is the document by which, in accordance with the law, the Council exercises all its powers and duties. It is essential that it is reviewed to ensure it remains fit for purpose. This is to update Members with the latest changes agreed following meetings of the Constitution Review Working Group (CRG).

Recommendations

Council resolves:

- 1.1 To approve the changes to Part 3, Officer Scheme of Delegation (Appendix 1) and the organisation chart (Appendix 2).
- 1.2 To approve the proposed Access to Information Procedure Rules (Appendix 3).
- 1.3 To approve the composition of the Planning Committee be amended to 11 members (with 11 named substitutes) effective from the Municipal Year 2026/2027.
- 1.4 To agree the Key Decision threshold on revenue expenditure/savings be £250,000.
- 1.5 To approve the renaming of the Accounts, Audit and Risk Committee to the Audit and Governance Committee, with a Standards Hearing Sub-Committee established under its remit; and that, consequently, the existing standalone Standards Committee be removed from the committee structure.
- 1.6 To delegate authority to the Monitoring Officer to make amendments to the committee terms of reference, including stating the purpose of the committees, and to make any minor amendments to the Constitution as appropriate.

- 1.7 To delegate authority to the Monitoring Officer to change the frequency of Planning Committee, if required, in consultation with the Chair of the Committee.

10 Member Development Framework and Programme 2026 - 27 (Pages 27 - 40)

Report of Monitoring Officer

Purpose of report

To consider and agree the Member Development Framework and Programme for the municipal year 2026 – 27.

Recommendations

Council resolves:

- 1.1 To note the Member Development Framework for 2026 – 27.
- 1.2 To approve the Member Development Programme for 2026 – 27.

11 Amendment(s) to Committee Membership

To note amendment(s), if any, to Committee membership notified to the Monitoring Officer by Group Leaders.

12 Exclusion of the Press and Public

The following item of business contains 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 item has been marked as exempt, it is for the meeting to decide whether or not to consider each of them in private or in public. In making the decision, Members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

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

“That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of that Act and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

13 Thorpe Place Industrial Estate, Banbury – Roof Replacement (Pages 41 - 48)

Exempt report of Assistant Director Property

14 Readmittance of the Press and Public

The meeting is recommended to resolve to readmit the press and public to the meeting.

15 Motions (Pages 49 - 50)

The following motions have been submitted with advance notice, in accordance with the Constitution (to be considered in the order submitted). Please note that the deadline to submit motions has passed.

Topic	Proposer	Seconder
Consultation on move to three-weekly bin collections	Cllr Eddie Reeves	Cllr David Rogers
Keep Cherwell Tidy	Cllr Rebecca Biegel	TBC

In accordance with Procedure Rule 4.18, as the detail of the motions falls within the remit of Executive, there will be no Council debate on these motions.

In the order submitted, the proposer of the motion will propose their motion, the seconder will confirm, the Leader of the Council will respond. The motions will stand referred to Executive for consideration.

For information

Please note:

Members are advised that the next scheduled Council meeting on Wednesday 20 May is Annual Council. There are no written questions or motions at this meeting.

The next Council meeting at which written questions and motions may be submitted is Monday 20 July. Written questions and motions for this Council meeting must be submitted to the Assistant Director Law and Governance & Monitoring Officer, democracy@cherwell-dc.gov.uk, by noon on Wednesday 8 July.

Councillors are requested to collect any post from their pigeon hole in the Members' Lounge at the end of the meeting.

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221534 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.

Evacuation Procedure

If you hear the fire alarm, please leave the building via the nearest available exit. The fire assembly point is outside the Premier Inn, adjacent to the canal.

Access to Meetings

If you have any special requirements, such as a large print version of these papers or special access facilities to view a meeting online or attend a meeting in person, please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Webcasting and Broadcasting Notice

The meeting will be recorded by the council for live and/or subsequent broadcast on the council's website. The whole of the meeting will be recorded, except when confidential or exempt items are being considered. The webcast will be retained on the website for 6 months.

If you make a representation to the meeting, you will be deemed by the council to have consented to being recorded. By entering the Council Chamber or joining virtually, you are consenting to being recorded and to the possible use of those images and sound recordings for webcasting and/or training purposes.

The council is obliged, by law, to allow members of the public to take photographs, film, audio-record, and report on proceedings. The council will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.

Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections democracy@cherwell-dc.gov.uk, 01295 221534

Chair, Cllr Dorothy Walker, Attendance Report, January – February 2026¹

23 January

The Chair, Cllr Dorothy Walker, attended Abingdon-on-Thames Cllr Rawda Jehanli's Quiz Night at The Crown and Thistle Hotel in Abingdon. Raising money for Oxford Colon Cancer Trust.

27 January

The Chair, Cllr Dorothy Walker, attended the Holocaust Memorial Day at Oxford Town Hall.

30 January

The Chair, Cllr Dorothy Walker, attended Cllr Mark Lygo Charity Gala Dinner in County Hall, Oxford.

With Guest speaker Zoe Sprigings, Zoe is the Chief Executive Officer of the Oxfordshire Community Foundation, which fosters effective philanthropy countywide.

Raising money for Abingdon RDA, OXSRAD and Oxford United in the community.

20 February

The Chair, Cllr Dorothy Walker, attended Bicester Mayor, Cllr Alisa Russell's Charity Dinner at the Heyford Hotel. Raising money for The Hummingburg Centre and Flag DV.

27 February

The Chair, Cllr Dorothy Walker, attended South Oxfordshire County Council, informal supper at the Dolphin at Wallingford. Raising money for Sue Ryder Palliative Care Hub and The Wigod Way Wallingford Family Centre.

¹ Correct as at agenda publication, 6 March 2026

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Cherwell District Council

Budget Council

Minutes of a meeting of the Council held at 39 Castle Quay, Banbury, OX16 5FD, on 23 February 2026 at 6.30 pm

Present:

Councillor Dorothy Walker (Chair)
Councillor Nigel Simpson (Vice-Chair)
Councillor Fiaz Ahmed
Councillor Tom Beckett
Councillor Rebecca Biegel
Councillor Gordon Blakeway
Councillor Chris Brant
Councillor Besmira Brasha
Councillor John Broad
Councillor Phil Chapman
Councillor Mark Cherry
Councillor Becky Clarke MBE
Councillor Jean Conway
Councillor Grace Conway-Murray
Councillor Gemma Coton
Councillor Dr Isabel Creed
Councillor Andrew Crichton
Councillor Dr Henry Elugwu
Councillor Donna Ford
Councillor Ian Harwood
Councillor David Hingley
Councillor Frank Ideh
Councillor Kieron Mallon
Councillor Nicholas Mawer
Councillor Fiona Mawson
Councillor Lesley McLean
Councillor Zoe McLernon
Councillor Ian Middleton
Councillor Julian Nedelcu
Councillor Dr Chukwudi Okeke
Councillor Robert Parkinson
Councillor Lynne Parsons
Councillor Rob Pattenden
Councillor Chris Pruden
Councillor Edward Fraser Reeves
Councillor David Rogers
Councillor Alisa Russell
Councillor Les Sibley
Councillor Dom Vaitkus
Councillor Linda Ward
Councillor John Willett
Councillor Douglas Webb

Councillor Barry Wood

Apologies for absence:

Councillor Nick Cotter
Councillor Harry Knight
Councillor Simon Lytton
Councillor Amanda Watkins

Present Virtually (no voting rights):

Councillor Dr Kerrie Thornhill

Officers:

Gordon Stewart, Chief Executive
Ian Boll, Executive Director Place & Regeneration
Stephen Hinds, Executive Director Resources
Nicola Riley, Assistant Director Wellbeing and Housing
Michael Furness, Assistant Director Finance & S151 Officer
Shiraz Sheikh, Assistant Director Law & Governance and Monitoring Officer
Heidi Radcliffe Hill, Interim Head of Chief Executive's Office
Joanne Kaye, Head of Finance and Deputy S151 Officer
Denzil Turbervill, Head of Legal Services
Lynsey Parkinson, Strategic Business Partner – Corporate
Natasha Clark, Governance and Elections Manager

61 **Declarations of Interest**

There were no declarations of interest.

62 **Communications**

Meeting Length and Etiquette

The Chair referred to the email sent by the Monitoring Officer to all Members regarding budget setting at the Council meeting. It was the responsibility of all Members to ensure that the district council set a lawful budget at the meeting this evening.

The Chair asked Councillors to be respectful of each other when addressing the meeting. If necessary, the Chair would adjourn the meeting to allow for a comfort break at a suitable point.

16 March Council meeting

The Chair advised that the next scheduled Council meeting was on Monday 16 March. This meeting would include written questions and motions. The submission deadlines were set out on the agenda.

Chair's Charity Lunch, 7 March

The Chair referred to her Charity Lunch which was taking place on 7 March which will support three truly worthy charities - Homeless Oxfordshire, Oxfordshire Homeless Movement, and Asylum Welcome. The Chair thanked those who had confirmed they were able to attend and looked forward to seeing them at the lunch. The Chair asked Members to speak directly to her or to her PA if they were unable to attend but would like to make a donation.

Members' Pigeon Holes

Members were reminded to check their pigeon hole and take any post.

63 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

64 **Minutes of Council**

The minutes of the meeting held on 15 December 2025 were agreed as a correct record and signed by the Chair.

65 **Urgent Business**

There were no items of urgent business.

66 **Members' Allowance Scheme 2026/2027**

The Assistant Director Law & Governance and Monitoring Officer submitted a report for Council to determine the levels of the allowances to be paid to Members for the forthcoming 2026/2027 financial year and proposed changes to the Members' Allowance Scheme, following the consideration of the report of the Council's Independent Remuneration Panel.

Resolved

- (1) That having given due consideration, the following levels of allowance be included in the 2026/2027 Members' Allowance Scheme:
 - That the Basic Allowance be increased in in line with the 2026/2027 staff pay award, when agreed, rounded up to give 12 equal payments and backdated to 1 April 2026.
 - That the current combined Special Responsibility Allowance covering both the Chair of the Licensing Acts Committee and Chair of the General Licensing Committee end, and separate SRAs be introduced for the Chair of each Committee at the current combined SRA level.
 - That all Special Responsibility Allowances be increased in in line with the 2026/2027 staff pay award, when agreed, rounded up to give 12 equal payments and backdated to 1 April 2026.

- That the co-optees allowance be increased in in line with the 2026/2027 staff pay award, when agreed, rounded up to give 12 equal payments and backdated to 1 April 2026.
 - That the Independent Persons allowance be increased in in line with the 2026/2027 staff pay award, when agreed, rounded up to give 12 equal payments and backdated to 1 April 2026.
 - That Dependents' Carers' and Childcare Allowances remain at the current level, are paid on the basis of the actual costs incurred up to the maximum hourly rate set out below and to a maximum cap of 40 hours per month, subject to production of receipts and cannot be paid to a member of the claimant's household:
 - Childcare: £10 per hour
 - Dependent Relative care - £20 per hour
 - That mileage remain at the current level in line with HMRC approved mileage rates, and if any adjustments are implemented by HMRC then the revised rates should be applied to Members' travel allowances effective from the date of implementation by HMRC.
 - Bicycles: 20p per mile
 - Motorcycles (any cc) – 24p per mile
 - Motor Vehicles (any cc) – 45p per mile
 - Electric or similar specialised vehicles – 45p per mile
 - That the rates for subsistence allowance remain at the current level in line with the maximum staff subsistence levels, with claims permitted on approved duties of over 5 hours outside the district*, subject to the submission of receipts (*subsistence allowances cannot be claimed for any duties within the district as the basic allowance is deemed to cover all within district expenses).
 - Breakfast: £7.50
 - Lunch: £10.50
 - Tea / coffee: £4.00
 - Evening Meal: £12.50
 - That Democratic Services continue to book overnight accommodation if required.
 - That there be no change to the list of approved duties for which claims may be made.
 - That Non-Executive Director allowances be increased in in line with the 2026/2027 staff pay award, when agreed, rounded up to give 12 equal payments and backdated to 1 April 2026 and costs recharged to the relevant company.
- (2) That the Assistant Director Law and Governance be authorised to prepare an amended Members' Allowances Scheme, in accordance with the decisions of Council for implementation with effect from 1 April 2026.
- (3) That the Assistant Director of Law and Governance be authorised to take all necessary action to revoke the current (2025/2026) Scheme and to publicise the revised Scheme pursuant to The Local Authorities (Member's Allowances) (England) Regulations 2003 (as amended).

- (4) That the Independent Remuneration Panel (IRP) be thanked for its report and a fee of £300 be confirmed for each Panel Member for the work carried out on this review and authority be delegated to the Assistant Director Law & Governance to apply the same final percentage increase to the IRP member fee, in line with the staff pay award (when agreed), for any reviews carried out in 2026/2027.

67 **Budget Setting and Corporate Plan for 2026/2027 and the Medium-Term Financial Strategy up to 2030/2031**

Prior to consideration of the item, the Chair advised that the Cherwell Conservative and Independent Alliance had proposed an amendment to the budget which had been published as a supplement to the agenda. There were no amendments proposed by any other Political Group and no further amendments were now permitted.

The Chair explained that once the budget had been proposed and seconded, the Leader of the Cherwell Conservative and Independent Alliance, Councillor Reeves, would respond to the budget and propose the Group's amendment. Once seconded, the amendment would be debated and voted on.

The Chair reminded Members that the arrangements for debating the budget were set out in the meeting procedure rules. The proposer, when presenting the budget, and Group Leaders, when responding to the budget, may speak for up to 10 minutes. All other speakers had a three-minute time limit.

The Chair also reminded Members that it was required in legislation that the vote on any motion on or amendment to the budget and council tax setting reports must be a recorded vote. This would be taken at the appropriate time.

The Assistant Director of Finance (Section 151 Officer) submitted a report for Council to consider and agree the Budget Setting for 2026/27 and MTFS 2030/31.

In introducing the report, the Portfolio Holder for Finance, Property and Regeneration, Councillor McLean, explained that the report was the culmination of the Budget and Business Planning process for 2026/27 to 2030/31 and set out the Executive's proposed Corporate Plan and related revenue budget for 2026/27, medium term financial strategy to 2030/31, capital programme to 2030/31 and all supporting policies, strategies, and information which had been recommended to Council by Executive at their 3 February 2026 meeting.

The proposed net budget for the council was £32.3m, an increase of £6.1m from 2025/26. The council planned to fund £1.9m of service investments and would set aside £1.3m of Development Funds for Strategic Development (£0.4m) and Local Area Development (£0.9m). The council would also deliver £2.3m of savings proposals and operational efficiencies as part of the 2026/27 budget. A Band D Council Tax of £163.50 was proposed for the year which is

an increase of £5 compared to 2025/26. The Capital Programme for the period 2026/27 – 2030/31 was proposed to be £31.6m.

The Portfolio Holder for Finance, Property and Regeneration thanked to Budget Planning Committee for their review of the the revenue budget savings proposals, service investments, capital bids and fees and charges and subsequent comments and the Accounts, Audit and Risk Committee for considering and recommending the Capital and Investment and Treasury Management Strategies.

The Portfolio Holder for Finance, Property and Regeneration also thanked all respondents to the public consultation. In finalising the proposals, the Executive has taken into consideration feedback from the public consultation on the proposed Vision and Strategy, capital and revenue budget proposals and Council Tax increase.

The Portfolio Holder for Finance, Property and Regeneration, Councillor McLean, paid tribute to the Assistant Director of Finance and the finance team for their hard work on the budget process.

Having presented the report, Councillor McLean proposed the recommendations. Councillor Hingley seconded the proposal.

Councillor Reeves, Leader of the Cherwell Conservative and Independent Alliance, addressed Council in response to the budget and proposed the Group's amendment to the budget (annex to the Minutes as set out in the Minute Book). Councillor Rogers seconded the amendment.

The amendment having been proposed and seconded was debated by Council. As required in legislation, a recorded vote on the amendment was taken. Members voted as follows:

Councillor Fiaz Ahmed	For
Councillor Tom Beckett	Against
Councillor Rebecca Biegel	Against
Councillor Gordon Blakeway	Against
Councillor Chris Brant	Against
Councillor Besmira Brasha	Against
Councillor John Broad	Against
Councillor Phil Chapman	For
Councillor Mark Cherry	Against
Councillor Becky Clarke MBE	Against
Councillor Jean Conway	Against
Councillor Grace Conway-Murray	Against
Councillor Gemma Coton	Against
Councillor Dr Isabel Creed	Against
Councillor Andrew Crichton	Against
Councillor Dr Henry Elugwu	Against
Councillor Donna Ford	For
Councillor Ian Harwood	For
Councillor David Hingley	Against

Councillor Frank Ideh	Against
Councillor Kieron Mallon	For
Councillor Nicholas Mawer	For
Councillor Fiona Mawson	Against
Councillor Lesley McLean	Against
Councillor Zoe McLernon	For
Councillor Ian Middleton	Against
Councillor Julian Nedelcu	Against
Councillor Dr Chukwudi Okeke	For
Councillor Robert Parkinson	Against
Councillor Lynne Parsons	Against
Councillor Rob Pattenden	Against
Councillor Chris Pruden	Against
Councillor Edward F Reeves	For
Councillor David Rogers	For
Councillor Alisa Russell	Against
Councillor Les Sibley	For
Councillor Nigel Simpson	For
Councillor Dom Vaitkus	Against
Councillor Dorothy Walker	Against
Councillor Linda Ward	Against
Councillor Douglas Webb	For
Councillor John Willett	Against
Councillor Barry Wood	For

The vote on the amendment was lost with 14 votes in favour, 29 votes against and 0 abstentions.

The Chair confirmed that as the motion had been lost, Council was now debating the original motion as proposed by Councillor McLean and seconded by Councillor Hingley.

Councillor Crichton, Leader of Labour Group, addressed Council in response to the budget.

Councillor Middleton, Leader of the Green and Independent Alliance Group, addressed Council in response to the budget.

Councillor Sibley, Leader of the Independent Group, addressed Council in response to the budget.

The motion having been debated, as required in legislation, a recorded vote was taken, and Members voted as follows

Councillor Fiaz Ahmed	Against
Councillor Tom Beckett	For
Councillor Rebecca Biegel	Abstain
Councillor Gordon Blakeway	For
Councillor Chris Brant	For
Councillor Besmira Brasha	Abstain
Councillor John Broad	For

Councillor Phil Chapman	Against
Councillor Mark Cherry	Abstain
Councillor Becky Clarke MBE	Abstain
Councillor Jean Conway	For
Councillor Grace Conway-Murray	For
Councillor Gemma Coton	For
Councillor Dr Isabel Creed	Abstain
Councillor Andrew Crichton	Abstain
Councillor Dr Henry Elugwu	Abstain
Councillor Donna Ford	Against
Councillor Ian Harwood	Against
Councillor David Hingley	For
Councillor Frank Ideh	For
Councillor Kieron Mallon	Against
Councillor Nicholas Mawer	Against
Councillor Fiona Mawson	For
Councillor Lesley McLean	For
Councillor Zoe McLernon	Against
Councillor Ian Middleton	For
Councillor Julian Nedelcu	For
Councillor Dr Chukwudi Okeke	Against
Councillor Robert Parkinson	For
Councillor Lynne Parsons	Abstain
Councillor Rob Pattenden	For
Councillor Chris Pruden	For
Councillor Edward F Reeves	Against
Councillor David Rogers	Against
Councillor Alisa Russell	For
Councillor Les Sibley	For
Councillor Nigel Simpson	Against
Councillor Dom Vaitkus	Abstain
Councillor Dorothy Walker	For
Councillor Linda Ward	For
Councillor Douglas Webb	Against
Councillor John Willett	For
Councillor Barry Wood	Against

The vote on the motion was carried with 21 votes in favour, 13 votes against and 9 abstentions.

Resolved

- (1) That, having due regard, the statutory report of the Chief Finance Officer (Section 25 report) (Annex to the Minutes as set out in the Minute Book) be noted.
- (2) That the proposed Fees and Charges schedule for 2026/27 (Annex to the Minutes as set out in the Minute Book) be approved and it be noted that statutory notices would be placed where required.

- (3) That, having given due consideration, the Equality Impact Assessments of the Budget be noted.
- (4) That the Corporate Plan Vision and Strategy (Annex to the Minutes as set out in the Minute Book) be noted.
- (5) That the Annual Delivery Plan (Annex to the Minutes as set out in the Minute Book) be approved.
- (6) That, in relation to the Revenue Budget Strategy and Medium-Term Financial Strategy (MTFS), the following net directorate revenue budgets for the financial year commencing on 1 April 2026 be agreed.

Directorate	Net budget 2026/27 £m
Chief Executive's Office	2.402
Resources	9.978
Neighbourhood Services	8.888
Place and Regeneration	0.865
Service Sub-total	22.133
Corporate Costs	6.655
Policy Contingency	2.179
Development Funds	1.300
Net Cost of Services	32.267

- (7) That the Medium Term Financial Strategy and Revenue Budget 2026/27, including the Savings Proposals and Investments (Annex to the Minutes as set out in the Minute Book) be approved.
- (8) That an increase in the Basic Amount of Council Tax for Cherwell District Council for the financial year beginning on 1 April 2026 of £5, resulting in a Band D charge of £163.50 per annum, be approved.
- (9) That, following consultation undertaken in November and December 2024 which showed 88% support for the introduction, the implementation from 1 April 2027 of a premium (second homes premium) of 100% for dwellings that are no one's sole or main residence and are substantially furnished be approved.
- (10) That it be approved that the mandatory notice of 12 months to all owners of second homes that a premium will commence from 1 April 2027 be issued.
- (11) That it be approved that relevant exceptions be applied as set out by Government guidance (Annex to the Minutes as set out in the Minute Book).
- (12) That it be noted that that the Council Tax Base 2026/27 was determined at the Executive meeting held on 6 January 2026:

- a) for the whole Council area as 60,654.5 [item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (“the 1992 Act”).
 - b) For dwellings in those parts of its area to which a Parish Precept relates (Annex to the Minutes as set out in the Minute Book).
- (13) That it be agreed that the Council Tax requirement for the Council’s own purposes for 2026/27 (excluding Parish Precepts and Special Expenses) is £9,917,011.
- (14) That the following amounts be calculated for the year 2026/27 in accordance with Sections 31 to 36 of the 1992 Act:
- a) £162,009,253 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the 1992 Act, taking into account all precepts issued to it by Parish Councils and any additional special expenses.
 - b) £145,153,645 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the 1992 Act.
 - c) £16,855,608 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 31A (4) of the 1992 Act, as its Council Tax requirement for the year (Item R in the formula in Section 31B of the 1992 Act).
 - d) £277.90 being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the 1992 Act, as the basic amount of its Council Tax for the year (including Parish Precepts and Special Expenses).
 - e) £6,938,598 being the aggregate amount of all special items (Parish Precepts and Special Expenses) referred to in Section 34(1) of the 1992 Act (as set out in the Annex to the Minutes as set out in the Minute Book).
 - f) £163.50 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T(1(a) above), calculated by the Council, in accordance with Section 34(2) of the 1992 Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish Precept or special item relates.
- (15) That it be noted that for the year 2026/27 the Oxfordshire County Council and the Police and Crime Commissioner for Thames Valley have issued precepts to the Council, in accordance with Section 40 of

the 1992 Act, for each category of dwellings in the Council's area as indicated below:

Valuation Band	Oxfordshire County Council	Police and Crime Commissioner for Thames Valley
	£	£
A	1,337.85	198.85
B	1,560.83	232.00
C	1,783.80	265.14
D	2,006.78	298.28
E	2,452.73	364.56
F	2,898.68	430.85
G	3,344.63	497.13
H	4,013.56	596.56

- (16) That the Council, in accordance with Sections 30 and 36 of the 1992 Act, hereby sets the amounts as set out in the Annex to the Minutes (Annex to the Minutes as set out in the Minute Book) as the amounts of Council Tax for the year 2026/27 for each part of its area and for each of the categories of dwellings.
- (17) That the Council has determined that its relevant basic amount of Council Tax for 2026/27 is not excessive in accordance with principles approved under Section 52ZB of the 1992 Act.
- (18) That the Capital Bids and Capital Programme (Annex to the Minutes as set out in the Minute Book) be approved.
- (19) That the Capital and Investment Strategy 2026/27, including the Minimum Revenue Provision (MRP) Policy (Annex to the Minutes as set out in the Minute Book), be approved.
- (20) That the Treasury Management Strategy, including the Prudential Indicators, and Affordable Borrowing Limit for 2026/27 (Annex to the Minutes as set out in the Minute Book) be approved.
- (21) That a minimum level of General Balances of £8.011m be approved.
- (22) That the Reserves Policy (Annex to the Minutes as set out in the Minute Book) be approved.
- (23) That the Medium-Term Reserves Plan (Annex to the Minutes as set out in the Minute Book) be approved.
- (24) That the Pay Policy Statement (Annex to the Minutes as set out in the Minute Book), as required by the Localism Act 2010, be approved.

- (25) That a Pension Fund prepayment for the years 2026/27 – 2028/29 of £5.028m be approved.

The meeting ended at 8.55 pm

Chair:

Date:

This report is public	
Constitution Review	
Committee	Council
Date of Committee	16 March 2026
Portfolio Holder presenting the report	Councillor Chris Brant, Portfolio Holder for Corporate Services
Date Portfolio Holder agreed report	
Report of	Monitoring Officer, Shiraz Sheikh

Purpose of report

The Constitution is the document by which, in accordance with the law, the Council exercises all its powers and duties. It is essential that it is reviewed to ensure it remains fit for purpose. This is to update Members with the latest changes agreed following meetings of the Constitution Review Working Group (CRG).

1. Recommendations

Council resolves:

- 1.1 To approve the changes to Part 3, Officer Scheme of Delegation (Appendix 1) and the organisation chart (Appendix 2).
- 1.2 To approve the proposed Access to Information Procedure Rules (Appendix 3).
- 1.3 To approve the composition of the Planning Committee be amended to 11 members (with 11 named substitutes) effective from the Municipal Year 2026/2027.
- 1.4 To agree the Key Decision threshold on revenue expenditure/savings be £250,000.
- 1.5 To approve the renaming of the Accounts, Audit and Risk Committee to the Audit and Governance Committee, with a Standards Hearing Sub-Committee established under its remit; and that, consequently, the existing standalone Standards Committee be removed from the committee structure.
- 1.6 To delegate authority to the Monitoring Officer to make amendments to the committee terms of reference, including stating the purpose of the committees, and to make any minor amendments to the Constitution as appropriate.
- 1.7 To delegate authority to the Monitoring Officer to change the frequency of Planning Committee, if required, in consultation with the Chair of the Committee.

2. Executive Summary

- 2.1 Amongst the duties of the Monitoring Officer is responsibility for monitoring and reviewing the operation of the Constitution, and for recommending ways in which it can be amended.
- 2.2 Changes to the Constitution may only be made with the approval of the Council and/or by the Monitoring Officer arising from decisions of the Council or the Executive; where legislation requires a change in wording or terminology; or to make minor or consequential amendments.
- 2.3 The report proposes changes to the Scheme of Delegation, introduces Access to Information Procedure Rules, and amendments to some committees.

Implications & Impact Assessments

Implications	Commentary			
Finance	There are no financial implications directly associated with agreeing the recommendations in this report. Michael Furness, Assistant Director of Finance (S151 Officer), 18 February 2026			
Legal	The Council's Constitution needs to be regularly reviewed to ensure that governance procedures are up to date with internal structural changes and any legislative updates. Shiraz Sheikh, AD Law & Governance 06 March 2026			
Risk Management	If the Constitution and Scheme of Delegation are not kept up to date, there is a clear risk of blurred authority, inconsistent governance, and potential legal challenge. Outdated terminology and responsibilities may lead to delays, reduced transparency, and diminished confidence in the Council's decision-making. This report directly mitigates those risks by ensuring the governance framework remains current and robust. Celia Prado-Teeling, Performance & Insight Team Leader, 18 February 2026			
Impact Assessments	Positive	Neutral	Negative	Commentary
Equality Impact		x		N/A
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could		x		N/A

impact on inequality?				
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		x		N/A
Climate & Environmental Impact				
ICT & Digital Impact				
Data Impact				
Procurement & subsidy				
Council Priorities				
Human Resources				
Property				
Consultation & Engagement	Constitution Review Working Group			

Supporting Information

3. Background

- 3.1 The new organisation structure became effective on 15 October 2025. The restructuring of the senior management team introduced three new Executive Directors, Cherwell Futures Director and the Head of Chief Executive’s Office position.
- 3.2 The Officer Scheme of Delegation requires updating to account for the changes in titles and responsibilities. The Monitoring Officer, Corporate Leadership Team (CLT) and Constitution Review Working Group have taken the opportunity to review and update the Officer Scheme of Delegation to make it a more modern and clearer format.
- 3.3 Access to Information Procedure rules are already contained in various parts of the Council’s Constitution. The Monitoring Officer and Constitution Review Working Group have taken the opportunity to bring these together under a new single Part to help increase transparency and understanding for Members, council staff and members of the public.

- 3.4 The Monitoring Officer and Constitution Review Working Group have discussed and considered changes to the Accounts, Audit and Risk Committee, Standards Committee, and Planning Committee.

4. Details

Officer Scheme of Delegation (Part 3 of the Constitution)

- 4.1 The Officer Scheme of Delegation sets out the powers and functions delegated to officers. It shows the ways in which Council officers can make decisions and which decisions they have the power to make. The summary of the key changes is below. The highlights in yellow in Appendix 1 reflect any new changes to the Officer Scheme of Delegation.
- 4.2 Section 2 (*Chief Officers and Deputy Chief Officers*) defines the Council's Chief Officers and Deputy Chief Officers. The Chief Officers are the Chief Executive (Head of Paid Service), Assistant Director Law and Governance (Monitoring Officer), Assistant Director Finance (Chief Finance Officer), and the three Executive Directors. Deputy Chief Officers are those that report directly to one or more of the Chief Officers, excluding posts that are solely secretarial or clerical in nature.
- 4.3 Section 17 (*Areas of Responsibility*) defines each Chief Officer's area of responsibility. The Scheme remains by exception, which means Chief Officers may exercise all delegated powers in their respective areas, subject to the limitations in Sections 8 to 22. A Chief Officer may authorise and further delegate powers to other officers in their Local Scheme of Delegation.
- 4.4 Section 23 (*Call-in*) and Section 24 (*Recording and Publishing Officer Decisions*) have been inserted to reflect the regulations on recording and publishing of officer decisions.
- 4.5 Section 25 (*Proper Officers and Authorised Officer Appointments*) has been reviewed and updated to bring this in line with any new changes in legislation. Post titles have been amended to reflect the new organisation structure.
- 4.6 Section 26 (*Local Choice Functions*) has been inserted to reflect what in practice is happening.
- 4.7 The Key Decision revenue threshold is increased to £250,000. This will be reflected in the proposed Scheme in Section 22.8.2 and throughout the Constitution. This is also reflected in the Access to Information Procedure Rules, Appendix 3.
- 4.8 The terminology has been updated in accordance with new organisation structure.

Access to Information Procedure Rules

- 4.9 The new Part brings together existing sections of the Constitution that relate to access to information. This is to help increase transparency. The proposed Access to Information Procedure Rules is attached at Appendix 3.

Changes to Committees (commencing Municipal Year 2026/2027)

- 4.10 The Accounts, Audit and Risk Committee to be renamed Audit and Governance Committee. This better reflects its functions.
- 4.11 The Standards Committee to be abolished with the Standards Hearing Sub Committee established as part of the renamed Audit and Governance Committee. Terms of reference and composition of the Standards Hearing Sub Committee to be agreed in the next Municipal Year.
- 4.12 Planning Committee to be composed of 11 members, with 11 named substitutes. This is primarily based on advice from the Planning Advisory Service (PAS) (set out at paragraph 4.13).
- 4.13 It is important that Members chosen to sit on the committee have the time and capacity to undertake the responsibilities of a Planning Committee member. PAS, considers that a Planning Committee of between 9 and 12 members is best practice for the following reasons:
- **An efficient use of time** – all members of the committee have a chance to speak without the meeting having to go on for an excessive amount of time;
 - **Better use of resources** – running, servicing and training committees takes up resources and the more members on committee, the more resources are required; and
 - **Greater flexibility and representation** – allows for a sufficient pool of councillors to focus on ward representation when needed (for example by ensuring that no more than one councillor from an individual ward is on the committee) and to provide cover as committee substitutes to reduce the chance of meeting cancellations, ensuring meetings remain quorate and decisions are made efficiently.
- 4.14 Amended terms of reference to include the purpose of each Committee to be inserted.

5. Alternative Options and Reasons for Rejection

- 5.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: Not to agree the recommendations. This is not recommended as it is important that the Constitution is kept up to date.

6 Conclusion and Reasons for Recommendations

- 6.1 The Constitution is the document by which, in accordance with the law, the Council exercises all its powers and duties. It is essential that it is reviewed to ensure it remains fit for purpose.

Decision Information

Key Decision	N/A
Subject to Call in	N/A
If not, why not subject to call in	N/A
Ward(s) Affected	All

Document Information

Appendices	
Appendix 1	Proposed updated Officer Scheme of Delegation
Appendix 2	Organisation chart
Appendix 3	Proposed Access to Information Procedure Rules
Background Papers	None
Reference Papers	None
Report Author	Martha Bagnall, Paralegal
Report Author contact details	legal@cherwell-dc.gov.uk
Executive Director Approval (unless Executive Director or Statutory Officer report)	Report of Statutory Officer, Monitoring Officer

This report is public	
Member Development Framework and Programme 2026 - 27	
Committee	Council
Date of Committee	16 March 2026
Portfolio Holder presenting the report	Councillor Chris Brant, Portfolio Holder for Corporate Services
Date Portfolio Holder agreed report	3 March 2026
Report of	Monitoring Officer, Shiraz Sheikh

Purpose of report

To consider and agree the Member Development Framework and Programme for the municipal year 2026 – 27.

1. Recommendations

Council resolves:

- 1.1 To note the Member Development Framework for 2026 – 27.
- 1.2 To approve the Member Development Programme for 2026 – 27.

2. Executive Summary

- 2.1 The Member Development Framework was first considered and approved by Full Council in May 2023. The Framework emphasises the purpose and importance of Member development, the approach and opportunities to support Members in gaining the skills and knowledge needed to fulfil their various roles effectively.
- 2.2 An appendix to the framework is the annual Member Development Programme. This gives details of the initial induction programme of training following the scheduled elections, as well as more general briefing and update events for all Members throughout the Municipal Year.
- 2.3 As the Member Development Programme is updated on an annual basis, the full Framework is presented for consideration and approval.

Implications & Impact Assessments

Implications	Commentary			
Finance	Signed off on the basis that any additional spend is covered within existing budgets, such as the members training budget. Rachel Ainsworth, Finance Business Partner for Resources, 13 February 2026			
Legal	There are no direct legal implications arising from this report. Shiraz Sheikh, Monitoring Officer, 5 March 2026			
Risk Management	There are no risk implications arising directly from this report. Celia Prado-Teeling, Performance and Insight Team Leader, 5 March 2026			
Impact Assessments	Positive	Neutral	Negative	Commentary
Equality Impact	x			The Member development programme has the potential of delivering a positive impact across our communities, including those within the protected characteristics, equipping members to better understand their duty, and ultimately, allowing them to deliver better outcomes for the residents they represent. Celia Prado-Teeling, Performance and Insight Team Leader, 5 March 2026
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?	x			
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?	x			
Climate & Environmental Impact		x		Not applicable
ICT & Digital Impact		x		Not applicable
Data Impact		x		Not applicable

Procurement & subsidy		x		Not applicable
Council Priorities	Not applicable			
Human Resources	Not applicable			
Property	Not applicable			
Consultation & Engagement	Not applicable			

Supporting Information

3. Background

- 3.1 The Member Development Framework (appendix 1) was developed in 2023. Political Group Leaders unanimously endorsed the Framework, and it was subsequently approved by Full Council.
- 3.2 There are no substantive changes proposed to the Framework for 2026 - 27, as it has been reviewed by the Monitoring Officer and the information remains relevant.

4. Details

- 4.1 The Member Development Programme for 2026 - 27 is attached at appendix 2. The programme includes a series of induction sessions held between May and July 2026, many of which will be mandatory for newly elected Members. All events carry an open invitation to all Members.
- 4.2 There will be a number of Committee specific sessions, that will be mandatory for members of those Committees regardless of if they are newly elected or returning.
- 4.3 A copy of the approved framework and programme will be included in the induction pack for newly elected Members following the May 2026 elections, to ensure they are aware of the details of the framework.
- 4.4 Wherever possible, slides from training sessions and briefings will be made available to Members after the sessions via the MS Teams Member Channel. This will create an online library of training resources for Members to refer back to as required.

5. Alternative Options and Reasons for Rejection

- 5.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: Not to agree the recommendations. This is not recommended as it is important that Members regularly review the development framework.

6 Conclusion and Reasons for Recommendations

- 6.1 Council is recommended to agree the Member Development Framework and programme for 2026 - 27 so that officers can proceed with relevant arrangements.

Decision Information

Key Decision	Not applicable
Subject to Call in	Not applicable
If not, why not subject to call in	Not applicable
Ward(s) Affected	All

Document Information

Appendices	
Appendix 1	Member Development Framework
Appendix 2	Member Development Programme 2026 - 27
Background Papers	None
Reference Papers	None
Report Author	Emma Faulkner, Principal Officer – Scrutiny & Democratic Lead
Report Author contact details	democracy@cherwell-dc.gov.uk 01295 221534
Executive Director Approval (unless Executive Director or Statutory Officer report)	Report of Statutory Officer, Monitoring Officer

Member Development Framework

1. Strategic aims of the framework

1.1 This development framework aims to:

- promote the purpose and importance of councillor development and ensure buy-in from all councillors and officers.
- promote a positive and inclusive culture of learning, development and continual improvement.
- ensure the needs of councillors including individual learning styles are understood and catered for.
- provide a high quality and engaging programme of learning and development to ensure councillors can be effective and confident in their role.
- strengthen councillor-officer relationships.
- enhance democracy, participation and councillor diversity.
- celebrate achievements and impact.

2. Identifying training needs

2.1. The key roles and functions of councillors can be summarised as:

- policymaker
- community leader and networker
- community leader/representative/advocate
- ward representative
- Council representative
- decision-maker
- scrutiniser
- regulator
- spokesperson

2.2. Additional responsibilities of Portfolio Holders include:

- promoting the objectives and values of the Council
- ensuring the development of new policies
- providing guidance on budget and political priorities
- contributing to effective decision-making
- promoting reports and answering questions from other elected members and the public

3. How learning and development opportunities will be provided

3.1. The learning and development programme will aim to support councillors through the various stages of their political careers from induction through comprehensive ongoing learning and development.

- 3.2. Councillors will be required to attend learning events where these relate to the regulatory functions of the Council, such as planning and licensing matters (see section 6). They will be encouraged to attend other learning and development events to enhance their skills and knowledge.
- 3.3. All Councillors will be expected to attend mandatory development events on key topics as identified in the Member Development Programme. These may include sessions on:
- Equalities and Diversity
 - Safeguarding
 - Mandatory Committee specific each municipal year – Planning, Accounts, Audit & Risk
 - Committee specific each municipal year – Scrutiny, Personnel
 - Local government finance
 - Code of Conduct (mandatory within 6 months of election/re-election)
 - Community engagement
 - Information Governance
 - Risk management
- 3.4. Additional learning events will be provided specifically for Portfolio Holders, Chairs and other councillors as appropriate. These may include:
- Chairing meetings
 - Dealing with the Media
- 3.5. Councillors will be informed of forthcoming learning and development events by member updates.
- 3.6. Where practicable and appropriate, learning events will be recorded and evaluation feedback will be obtained.
- 3.7. Individual requests made by Councillors for specific development activities will be accommodated wherever possible, subject to the relevance to their role and utilising the training budget to maximise training opportunities for all councillors.
- 3.8. Requests for training should be made to the Democratic and Elections team. Approval of external training will be made by the Monitoring Officer, in consultation with the relevant Group Leader subject to budget. A copy of the course notes and feedback should be provided to the Monitoring Officer after attending external training.

4. Induction

- 4.1. Induction will be provided for all new Councillors soon after the scheduled elections and attendance is mandatory for all new Councillors.

In the event of by-elections, an induction session will be arranged between the Monitoring Officer and newly elected Councillor(s) at a mutually convenient time.

4.2. Induction will provide:

- the opportunity to meet with the Council's Corporate Leadership Team and key officers who will explain their roles within the Council
- an introduction to the Council's key strategies and priorities
- an outline of the policies and procedures of the Council
- information on the support and facilities available for Councillors
- an introduction to the Members' Code of Conduct and protocols

5. IT and mod.gov

- 5.1. Electronic communication, specifically through e-mail and the Council's website, is an essential medium for the efficient and effective delivery of services by the Council. Consequently, there is an increasing expectation that councillors will be proficient and confident in its use.
- 5.2. All councillors will be provided with laptops for use when conducting council business. Mobile phones are available on request for council business.
- 5.3. Dependent on their level of proficiency, councillors are expected to take advantage of the range of IT skills development courses provided by the Council.
- 5.4. The IT team will provide bespoke IT training to Councillors in small groups on request.
- 5.5. Specific training will be given to all councillors on using the mod.gov app, in order to limit the need for printed paper agendas and reports.

6. Regulatory and specialist learning

- 6.1. Members of those Committees with a regulatory role, such as Planning, Licensing and Standards, will be required to attend specialist training in these disciplines every municipal year.
- 6.2. It is essential and mandatory that Councillors participate in these learning events in order to contribute to effective and lawful decision-making in these areas.

7. Councillor Briefings

- 7.1. The Council will continue to provide a comprehensive programme of briefings for all councillors covering a broad range of topics from policy issues through to specific service matters. These form an integral part of the Councillor development programme and all councillors will be expected to attend.
- 7.2. Priority will be given to subjects directly relevant to the Council's strategic themes.
- 7.3. Briefings will generally be undertaken by Council officers but partners and representatives of other organisations may be invited to address councillors from time to time.

8. External conferences and learning and development events

- 8.1. Attendance will normally be restricted to councillors with special responsibilities, requiring other specialist knowledge or skills which it is not cost-effective to provide in-house.
- 8.2. Whenever the opportunity presents itself, joint development events will be held with neighbouring authorities.

9. Resources

- 9.1 Each year the Council sets a budget and member training is included within that budget.

10. Monitoring and evaluation

- 10.1. The Member Development Framework will be reviewed and the outcome of learning and development events will be used to inform the future learning and development programme and the format and content of future events.

Member Development Programme –2026 - 2027

For the period May 2026 – September 2026

Topic and content	Date, time and venue / virtual / hybrid	Delivered by
Mandatory sessions for newly elected Members		
<p>Welcome to Cherwell District Council</p> <p>The event will cover:</p> <ul style="list-style-type: none"> • Introduction to Local Government • Introduction to Cherwell District Council • Practical information for newly elected councillors • Overview of departments and services <p>Key things you need to know in relation to</p> <ul style="list-style-type: none"> • Council Constitution • Code of conduct 	<p>Thursday 14 May, 1pm to 5pm</p> <p>In person, Castle Quay</p>	<p>Chief Executive Corporate Leadership Team (CLT) and Extended Leadership Team (ELT)</p>
<p>Local Government Finance</p> <p>How the Council is funded and how performance is reported The investment and borrowing strategy The Medium Term Financial Strategy The Capital Strategy The Revenue Budget</p>	<p>Monday 8 June, 5:30pm to 6:30pm</p> <p>Online via MS Teams.</p>	<p>Assistant Director of Finance/Section 151 Officer & Head of Finance/Deputy Section 151 Officer</p>
<p>Introduction and Explanation of the Constitution</p>	<p>Monday 22 June, 5:30pm to 7pm</p> <p>Online via MS Teams</p>	<p>Assistant Director Law and Governance/Monitoring Officer</p>

Topic and content	Date, time and venue / virtual / hybrid	Delivered by
IT Training session Training to be provided to all new Members that includes Cyber Security.	New Members IT equipment available for collection, in person from IT Services at Castle Quay.	IT
Mandatory sessions for all Members		
Safeguarding - Everybody's business. Safeguarding for adults and children	Thursday 23 July, 5:30pm start. Hybrid – join via MS Teams or in Fringford and Bodicote meeting rooms, Castle Quay	Susan Asbury, Safeguarding Lead Nicola Riley
Mandatory sessions for all Committee Chairs and Vice-Chairs		
Chairing Skills An effective meeting needs an effective Chair. This session will cover the key roles of the Chair, handling the meeting and handling conflict.	Monday 8 June, 5:30pm start. In person, Bodicote and Fringford meeting rooms, Castle Quay.	Assistant Director Law and Governance/Monitoring Officer
Committee Specific Training		
Mandatory Training for all Planning Committee Members and named subs (All Members welcome) (NB. It is mandatory for Planning Committee members and named subs to have attended Planning Committee training before attending a meeting)		
An introduction to the Planning Process The planning process and legislation Planning policy at the national level The role of Members and Officers The role of Ward Members and Executive Members	Session will be between Thursday 21 May and Thursday 4 June, Members will be advised when session has been arranged.	External

Topic and content	Date, time and venue / virtual / hybrid	Delivered by
How planning applications are dealt with Committee meetings, call ins, site visits Planning Appeals		
Mandatory Training for all Accounts, Audit & Risk Committee Members (All Members Welcome) (NB. It is mandatory for Accounts, Audit & Risk Committee members to have attended Accounts, Audit & Risk Committee training before attending a meeting)		
The role and functions of the Accounts, Audit & Risk Committees	<p>Wednesday 17 June, 5:45pm (the training is scheduled immediately ahead of the first Accounts, Audit & Risk Committee meeting on 17 June)</p> <p>Hybrid – in person for Accounts, Audit and Risk Committee Members, online via MS Teams for non-Committee Members.</p>	Assistant Director of Finance/Section 151 Officer, Monitoring Officer, Chief Internal Auditor
Treasury Management	<p>Thursday 24 September, 5:30pm start.</p> <p>Online via MS Teams</p>	Treasury Management providers MUFG
Counter Fraud	Members to be advised when session has been arranged.	Chief Internal Auditor
Additional sessions on committee specific areas will be scheduled after committee meetings	As per AARC meeting schedule	Topic dependent
Overview and Scrutiny – mandatory Training for Overview & Scrutiny Committee members (All Members welcome)		
The role and functions of the Overview and Scrutiny Committee	Tuesday 9 June, 4pm start.	Assistant Director Law and Governance/Monitoring Officer

Topic and content	Date, time and venue / virtual / hybrid	Delivered by
	In Person, Bodicote and Fringford meeting rooms, Castle Quay	and Democratic and Elections Team
Personnel Committee – mandatory training session for Personnel Committee members (All Members welcome)		
The role and functions of the Personnel Committee	Wednesday 24 June, 6pm (the training is scheduled immediately ahead of the first Personnel Committee meeting on 25 June) In person	Assistant Director Human Resources
Licensing – mandatory training session for General Licensing and Licensing Act Committee members (All Members welcome)		
General Licensing and Licensing Act Training, including Sub-Committees	Members to be advised when session has been arranged.	External
Shareholder – mandatory training session for Shareholder Committee members		
To provide shareholder committee members, directors and Non-executive directors, with training on the council's companies	Members to be advised when session has been arranged.	External
Other Training		
Online learning modules – links emailed to Members for completion as and when required		
iHasco GDPR Essentials Prevent Duty (Radicalisation/Terrorism) Safeguarding Adults Level 2 Safeguarding Children Level 2 Domestic Abuse - added for 2026/27 Neurodiversity - added for 2026/27	N/A – Members receive weekly emails with reminders on available modules.	iHasco online platform

Topic and content	Date, time and venue / virtual / hybrid	Delivered by
Mimecast Cyber Security Modules	New module released every month	Mimecast
LGA Resources		
<p>LGA Councillor workbooks www.local.gov.uk/councillor-workbooks The LGA has produced various workbooks on different topics, including “Being an effective ward councillors”, “Handling Casework”, “Neighbourhood and community engagement”, “Stress management and personal resilience”, “Supporting residents with complex issues” and “Working with town and parish councils”. Members can access the workbooks at the link above and read / complete as they wish.</p>		
<p>LGA Webinars Members to visit www.local.gov.uk/events to access upcoming events. Details of free webinars that may be of interest to Members will be circulated by the Democratic and Elections Team.</p>		

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of the Local Government Act 1972.

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Council

Monday 16 March 2026

Motions

	Topic	Proposer	Second
1	Consultation on move to three-weekly bin collections	Cllr Eddie Reeves	Cllr David Rogers
2	Keep Cherwell Tidy	Cllr Rebecca Biegel	TBC

In accordance with Procedure Rule 4.18, as the detail of the motions falls within the remit of Executive, there will be no Council debate on these motions.

The proposer of the motion will propose the motion, the seconder will confirm, the Leader of the Council will respond and the motions will stand referred to Executive for consideration.

MOTION ONE (referral to Executive)

Motion Proposer: Councillor Eddie Reeves

Motion Secunder: Councillor David Rogers

Topic: Consultation on move to three-weekly bin collections

Motion

"This Council considers that its plans to move to three-weekly bin collections from as early as April 2027 have, on balance, been poorly communicated to members of the public.

"Mindful of the need for public support for such a significant change in a vital public service, this Council resolves to undertake a wider public consultation exercise than first envisaged, including but not limited to writing to all Town and Parish clerks with a view to more fully explaining the environment and commercial benefits of the policy to residents.

Given this authority's aspiration to be a "listening Council", it further resolves to listen to, and properly take on board, residents' views surrounding any proposed change to current bin collections."

MOTION TWO (referral to Executive)

Motion Proposer: Councillor Rebecca Biegel

Motion Seconder: TBC

Topic: Keep Cherwell Tidy

Motion

“Cherwell is a district that members are proud to represent and we want the best for our communities.

We recognize and value the significant work already undertaken by Cherwell District Council to investigate, take enforcement action and clear incidents of fly-tipping and littering,

However, we also acknowledge that towns and villages from Banbury to Bicester and Kidlington continue to suffer from litter-strewn verges and streets, public litter bins being filled with household waste and repeated fly-tipping in hotspots.

Litter and fly-tipping harms the environment and wildlife, degrades our shared spaces and imposes costs on our taxpayers to clean up.

While strong enforcement action and prompt clearance is essential, we can further prioritize prevention with a campaign to increase awareness and encourage behaviour change.

This Council therefore resolves to:

1. Strengthen prevention with a Keep Cherwell Tidy district-wide awareness campaign

Including targeted messaging, signage in hotspot areas, and clear communication about enforcement outcomes and working in partnership with parish councils, schools, businesses and community groups to foster civic pride and shared responsibility for maintaining a clean and welcoming district

2. Maintain robust enforcement action against and prompt clearance of fly-tipping

Ensuring accountability for offenders while protecting public spaces and countryside.

3. Consider providing help and support for Keep Cherwell Tidy clean-up days

Work with partners to facilitate Keep Cherwell Tidy community clean up days and provide equipment, promotion and waste collection support where possible.”