

Public Document Pack



DISTRICT COUNCIL
NORTH OXFORDSHIRE

Committee: Executive

Date: Tuesday 2 December 2025

Time: 6.30 pm

Venue 39 Castle Quay, Banbury, OX16 5FD

Membership

**Councillor David Hingley
(Chair)**

Councillor Tom Beckett
Councillor Jean Conway
Councillor Ian Middleton
Councillor Rob Pattenden

Councillor Lesley McLean (Vice-Chair)

Councillor Chris Brant
Councillor Nick Cotter
Councillor Robert Parkinson

AGENDA

1. Apologies for Absence

2. Declarations of Interest

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

3. Petitions and Requests to Address the Meeting

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

4. Minutes (Pages 9 - 24)

To confirm as a correct record the Minutes of the meeting held on 4 November 2025 and the special meeting held on 13 November 2025.

5. Chair's Announcements

To receive communications from the Chair.

6. Urgent Business

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

7. Response to Motion: Planning Support for Town and Parish Councils (Pages 25 - 30)

Report of Executive Director for Place and Regeneration

Purpose of report

To agree the response to the motion raised at the Council meeting on 20 October with regard to planning support for Town and Parish Councils. To seek approval for the allocation of £15,000 to provide targeted support to parish and town councils (PCs/TCs) in responding effectively to large-scale planning applications.

Recommendations

The Executive resolves:

- 1.1 To approve the in-year funding of up to £15,000 for the funding of a support package to Town and Parish Councils to respond to planning applications.
- 1.2 To approve the virement of £15,000 from Health and Wellbeing (this budget was originally intended for the heating hardship fund, however the Government reinstated the winter fuel allowance national scheme, so this is no longer required) to Planning and Development Management.

8. Executive Response to Overview and Scrutiny Recommendations (Pages 31 - 50)

Report of Assistant Director Law and Governance and Monitoring Office

Purpose of report

To present the draft Executive responses to four sets of recommendations from Overview and Scrutiny Committee, following the presentation of the scrutiny reports to the Executive on 7 October 2025.

Recommendations

The Executive resolves:

- 1.1 To agree the Executive responses to the Overview and Scrutiny Recommendations, attached at Appendices 1 to 4.

9. Infrastructure Funding Statement 2024-2025 (Pages 51 - 106)

Report of Head of Development Management

Purpose of report

To seek approval of the Council's Infrastructure Funding Statement 2024-25 for publication by 31 December 2025.

Recommendations

The Executive resolves:

- 1.1 To approve the Infrastructure Funding Statement 24-25 at Appendix 1 for publication by 31 December 2025 subject to any final changes considered to be necessary by the Head of Development Management to secure accuracy in consultation with the Portfolio Holder for Planning and Development Management.

10. Annual Monitoring Report (Planning) 2025 (Pages 107 - 116)

** Due to document length, to assist access, the appendices to the report are published as a supplement to the main agenda pack **

Report of Assistant Director Planning

Purpose of report

To seek approval for publication the 2025 Annual Monitoring Report (AMR) which includes a five-year housing land supply update (as at 31 October 2025).

To seek approval of the accompanying updates to the Local Plan's Infrastructure Delivery Plan and Brownfield Land Register update (December 2025).

To seek approval of the Regulation 10A review of the adopted policies in the Cherwell Local Plan 2011 – 2031 (Part 1) Partial Review – Oxford's Unmet Housing Need. (The Partial Review).

Recommendations

The Executive resolves:

- 1.1 To approve the 2025 Annual Monitoring Report (AMR) presented at Appendix 1 including a Housing Land Supply Statement and 2024/25 Infrastructure Delivery Plan update for publication.
- 1.2 To approve the 2024/25 Brownfield Land Register presented at Appendix 2 be approved for publication.
- 1.3 To approve the review of the adopted policies in the Cherwell Local Plan 2011 – 2031 (Part 1) Partial Review – Oxford's Unmet Housing Need under

Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012 presented at Appendix 3 be approved.

- 1.4 To authorise the Assistant Director Planning to approve the final presentation of the AMR and Brownfield Land Register and to make any necessary minor administrative amendments and corrections to them prior to formal publication and in consultation with the Portfolio Holder for Planning and Development Management.

11. Flexible Home Improvement Loans Limited - Future of Company (Pages 117 - 126)

Report of Interim Executive Director Neighbourhood Services

Purpose of report

To update the Executive on Flexible Home Improvement Loans Limited and its status, the alternative governance structures proposed for the company and to agree the preferred model as stated within the recommendations.

Recommendations

The Executive resolves:

- 1.1 To delegate authority to the Executive Director Neighbourhood Services to enter into negotiations to form a consortium with other Local Authority members.
- 1.2 To delegate authority to the Executive Director Neighbourhood Services to engage with the procurement of a Financial Conduct Authority (FCA) regulated provider to undertake loan administration services on behalf of the consortium.
- 1.3 To authorise the Executive Director Neighbourhood Services to engage with the winding up of FHIL once the net assets have been transferred with the appropriate safeguards.
- 1.4 To delegate to the Executive Director Neighbourhood Services in consultation with the Monitoring Officer and Section 151 Officer the authority to negotiate and agree new contracts pertaining to the future of FHIL on behalf of the Council.

12. Thames Valley Devolution Expression of Interest Endorsement (Pages 127 - 142)

Report of Executive Director Place and Regeneration

Purpose of report

This report seeks to endorse an Expression of Interest (EOI) to be made by the Oxfordshire County Council to Government. This is in response to the

Government's devolution policy and seeks to position our region in the next round of devolution for the purpose of creating a Mayoral Strategic Authority (MSA).

Recommendations

The Executive resolves:

- 1.1 To endorse the benefits from the proposed devolution of powers and functions, and agree to continue building on the collaborative approach across the region to date.
- 1.2 To endorse the Expression of Interest (EOI) to be submitted by Oxfordshire County Council as the upper-tier authority to Government, noting that the EOI is designed to proactively position our region for early consideration in the next wave of the Devolution Programme.
- 1.3 To acknowledge the EOI as an initial invitation to Government, opening further dialogue and engagement, and not a decision to establish a Strategic Authority.
- 1.4 To agree that a further report will be brought to Executive prior to any final decision by the County Council as upper-tier authority on the creation of a Strategic Authority.
- 1.5 To note the informal Devolution Programme Board will oversee discussions with Government, ensuring robust governance and stakeholder engagement by elected members throughout this process.

13. Council Tax Reduction Scheme 2026-2027 (Pages 143 - 150)

Assistant Director Finance (Section 151 Officer)

Purpose of report

To enable Executive to consider the proposed banded scheme for Council Tax Reduction (CTR) for 2026/2027.

Recommendations

The Executive resolves:

- 1.1 To note the contents of the report, and any financial implications for the Council.
- 1.2 To note the comments of Budget Planning Committee at Section 6.2.
- 1.3 To recommend to Council that the current scheme is retained for 2026/27.

14. Finance Monitoring Report October 2025 (Pages 151 - 184)

Report of Assistant Director Finance (Section 151 Officer)

Purpose of report

To report to the Executive the council's forecast year-end financial position as at the end of the October 2025. Further detail can be found in the report and its appendices.

Recommendations

The Executive resolves:

- 1.1 To consider and note the contents of the council's financial management report as at the end of October 2025.
- 1.2 To approve the Use of Reserve and Grant Funding Requests in Appendix 4.
- 1.3 To recommend to Council to approve the allocation of £1.65m capital budget to undertake roof replacement works at Castle Quay, details are held within 4.1.7 and 4.1.8 of this report and at Appendix 5.

15. Exclusion of the Press and Public

The following report contains exempt information as defined in the following paragraphs 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 it 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.

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

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

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

16. Approval to Appoint a Contract for the Provision of the Council's External Print and Mail (Hybrid Mail) (Pages 185 - 192)

Exempt report of Assistant Director Finance (Section 151 Officer)

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.

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

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

Evacuation Procedure

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

Shiraz Sheikh
Monitoring Officer

Published on Monday 24 November 2025

Cherwell District Council

Executive

Minutes of a meeting of the Executive held at 39 Castle Quay, Banbury, OX16 5FD, on 4 November 2025 at 6.30 pm

Present:

Councillor David Hingley (Leader of the Council & Portfolio Holder for Strategic Leadership) (Chair)
Councillor Lesley McLean (Deputy Leader of the Council and Portfolio Holder for Finance, Property & Regeneration) (Vice-Chair)
Councillor Tom Beckett, Portfolio Holder for Greener Communities
Councillor Chris Brant, Portfolio Holder for Corporate Services
Councillor Jean Conway, Portfolio Holder for Planning and Development Management
Councillor Nick Cotter, Portfolio Holder for Housing
Councillor Ian Middleton, Portfolio Holder for Neighbourhood Services
Councillor Robert Parkinson, Portfolio Holder for Safer Communities
Councillor Rob Pattenden, Portfolio Holder for Healthy Communities

Also Present:

Councillor John Broad

Also Present Virtually:

Councillor David Rogers, Deputy Leader of the Opposition, Cherwell Conservative and Independent Alliance
Councillor Amanda Watkins, Leader of the Labour Group
Councillor Les Sibley, Leader of the Independent Group

Officers:

Gordon Stewart, Chief Executive
Ian Boll, Executive Director Place & Regeneration
Stephen Hinds, Executive Director Resources
Nicola Riley, Interim Executive Director Neighbourhood Services
Michael Furness, Assistant Director Finance & S151 Officer
Shiraz Sheikh, Assistant Director Law & Governance and Monitoring Officer
Ian Upstone, Waste Resource Manager
Natasha Clark, Governance and Elections Manager

Officers Attending Virtually:

Mona Walsh, Assistant Director - Property
Celia Prado-Teeling, Performance Team Leader

51 **Declarations of Interest**

11. A New Arts Centre for North Oxfordshire.
Councillor Rob Pattenden, Other Registerable Interest, as a Trustee of Mill Arts Centre Trust.

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

There were no petitions or requests to address the meeting.

The Chair welcomed Councillor Rogers, Deputy Leader of the Opposition Cherwell Conservative and Independent Alliance, Councillor Watkins, Leader of the Labour Group, Councillor Sibley, Leader of the Independent Group, and Councillor Broad to the meeting and advised them to indicate if they wished to speak.

53 **Minutes**

The minutes of the meeting held on 7 October 2025 were agreed as a correct record and signed by the Chair.

54 **Chair's Announcements**

The Chair advised that all Members and staff were invited to assemble in the Council Chamber on Tuesday 11 November at 10:30am. Councillor Pattenden would deliver a call to order prior to an air horn marking the beginning of a two-minute silence at 11am. The air horn would sound again at two minutes past eleven. Councillor Pattenden would conclude by reading the Kohima Epitaph.

The Chair reminded Executive members that a Special Executive was taking place at 6.30pm on Thursday 13 November to agree the council's local government review submission to the Government.

55 **Urgent Business**

There were no items of urgent business.

56 **Kerbside Glass Collection Service**

The Assistant Director Environmental Services and Interim Executive Director Neighbourhood Services submitted a report which set out the possible options for the Kerbside glass collection, a new requirement driven by the Environment Act.

In introducing the report, the Portfolio Holder for Neighbourhood Services explained that two changes were required to meet the requirements of Simpler Recycling, a new law. Firstly, glass must be collected at the kerbside. In addition, paper and cardboard must be collected separately from the rest of the recycling materials. The initial focus was the introduction of the Kerbside Glass collection in 2025/26.

All of the options considered to introduce kerbside glass collection would unavoidably increase the costs of the service. The proposed option of collecting glass in recycling blue bins was the least expensive. It was also considered straightforward as it did not require extra vehicles or staff and would be easy for residents to use. A communications plan would be developed to inform residents of the changes.

In considering the report, Executive members commented that this was a positive change that would be welcomed by residents. It would particularly benefit residents in rural areas with less access to bring banks.

In response to a query from Councillor Sibley regarding the cost of introducing the scheme from January 2026 rather than April, the Portfolio Holder for Neighbourhood Services explained that whilst there would be some loss of income, it was beneficial for residents for the service to start as soon as practicable.

Resolved

- (1) That the proposed changes to the waste collection service, introducing kerbside glass collections from January 2026 be supported.
- (2) That the potential impacts of the Environment Act on the waste collection service and that a further report on other elements of Simpler Recycling will come forward soon be noted.

Reasons

The council recommends introducing glass recycling from the kerbside by adding it to the blue bin during January 2026 to comply with Simpler Recycling. This approach has several benefits:

- This should make it easier for residents to recycle their glass and lead to a slight increase in the recycling rate (1-1.5%).
- It does not require additional capital for new containers or vehicles or the associated revenue implications of capital expenditure.
- It aligns with the method of glass collection used by Oxford City Council, which is essential as the three councils (including West Oxfordshire) move toward a potential new unitary council.

Remove the remaining banks in a planned manner. In some areas, the bring banks can be a focus for fly tipping. As kerbside glass collection is introduced, the volume of glass through the glass banks will roll out, and the volume of glass through the bring banks will fall.

Alternative options

Option 1: Collect glass mixed in with the blue bin (Preferred Option)

This option involves adding glass to the existing blue bin with other dry-mixed recyclables. It is straightforward, does not require extra vehicles or staff, and is easy for residents to use.

Key Financials: This option has no additional capital costs for new containers or vehicles. While there would be a capital cost of around £1.5 million for new bins for each property to comply with Simpler Recycling fully, this specific option does not add to it. However, the financial value of colour-separated glass is lost, and the gate fee at the Materials Recovery Facility (MRF) is the same whether glass is present or not, as of a new contract in August 2025. The gate fee would cover 15,000 tonnes of dry mixed recycling with glass, up from 11,500 tonnes without.

Option 2: Collect Glass Separately at the Kerbside (Rejected Option)

This method would require residents to have another container, likely a box, specifically for glass. It would also require more staff and vehicles.

Key Financials: The option for separate kerbside glass collection has significant capital costs:

- New vehicles: £625,000
- New kerbside boxes: £316,800
- Total estimated capital cost: £941,800
- The costs include delivery of boxes (£30,000) and removal of bring banks (£25,171).

There are also ongoing revenue costs resulting from capital expenditure to consider. Once these are added to the figures in section 4.6, the options relating to separate glass collection become the most expensive to implement. The additional revenue costs are forecast on an incremental basis in the table in the report.

This option also introduces new health and safety risks for collection staff related to manual handling and noise.

Option 3: Produce a TEEP assessment and continue using bring banks (Rejected)

This option involves a TEEP (Technically, Environmentally & Economically Practical) assessment, which may help to delay the implementation of the new requirements. The current low-cost glass bring bank system captures 70% of household glass. The Kerbside glass collection is significantly more expensive than the current bank system.

A TEEP assessment arguing for a delay in glass collection is unlikely to be robust or accepted. There are no technical or environmental barriers to kerbside collection. The economic argument will likely be considered weak, especially since the council will receive significant EPR funding from November 2025.

57 **Finance, Performance and Risk Monitoring Report Quarter 2 2025-2026**

The Assistant Director Finance (S151 Officer) submitted a report which reported to Executive the council's forecast yearend financial, performance and risk position as of the end of Quarter 2 2025.

In introducing the report, the Portfolio Holder for Finance, Property and Regeneration advised that the exempt appendix had been withdrawn and the associated recommendation 1.6 was therefore also withdrawn.

Resolved

- (1) That the council's finance, performance, and risk management report as at Quarter 2 be noted.
- (2) That the reprofiling of projects in the capital programme (annex to the Minutes as set out in the Minute Book) be approved.
- (3) That £0.040m of Rural England Prosperity Funding for the enhancement of Park Hill Recreation Ground in Kidlington be approved.
- (4) That the transfer of Extended Producer Reliability grant (£1.4m) to sit within Environmental Services from Executive Matters be approved.
- (5) That the virement of £85k from Health & Wellbeing (this budget was originally intended for the heating hardship fund, however, the Government re-instated the winter fuel allowance national scheme, so this is no longer required) to Environmental Services for the Councils contribution to the Oxfordshire Waste & Environmental Services Programme be approved.

Reasons

The report updates the Committee on the projected year-end financial position of the council for 2025/26, Quarter 2 performance position and updated Leadership Risk Register. Regular reporting is key to good governance and demonstrates that the council is actively managing its financial resources sustainably.

Alternative options

Option 1: This report summarises the council's forecast financial position up to the end of End of Year 2026, and a snapshot of our Performance and Risk position for Quarter 2 2025-26, therefore there are no alternative options to consider.

58 **Exclusion of the Press and Public**

Resolved

That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraphs 3 and/or 5 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

59 **Finance, Performance and Risk Monitoring Report Quarter 2 2025-2026 - Exempt Appendix**

The exempt appendix had been withdrawn under item 8 (Minute 57).

60 **A New Arts Centre for North Oxfordshire**

The Interim Executive Director Neighbourhood Services submitted an exempt report in respect of a new Arts Centre for North Oxfordshire.

Resolved

(1) As set out in the exempt Minutes.

Reasons

As set out in the exempt Minutes.

Alternative options

As set out in the exempt Minutes.

61 **Local Electric Vehicle Infrastructure (LEVI) - Award of Contract**

The Assistant Director Property submitted an exempt report in respect of the award of contract for Local Electric Vehicle Infrastructure (LEVI).

Resolved

(1) As set out in the exempt Minutes.

Reasons

As set out in the exempt Minutes.

Alternative options

As set out in the exempt Minutes.

The meeting ended at 7.50 pm

Chair:

Date:

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

Cherwell District Council

Executive

Minutes of a meeting of the Executive held at 39 Castle Quay, Banbury, OX16 5FD, on 13 November 2025 at 6.30 pm

Present:

Councillor David Hingley (Leader of the Council & Portfolio Holder for Strategic Leadership) (Chair)
Councillor Lesley McLean (Deputy Leader of the Council and Portfolio Holder for Finance, Property & Regeneration) (Vice-Chair)
Councillor Tom Beckett, Portfolio Holder for Greener Communities
Councillor Chris Brant, Portfolio Holder for Corporate Services
Councillor Ian Middleton, Portfolio Holder for Neighbourhood Services
Councillor Robert Parkinson, Portfolio Holder for Safer Communities
Councillor Rob Pattenden, Portfolio Holder for Healthy Communities

Apologies for absence:

Councillor Jean Conway, Portfolio Holder for Planning and Development Management
Councillor Nick Cotter, Portfolio Holder for Housing

Also Present:

Councillor David Rogers, Deputy Leader of the Cherwell Conservative and Independent Alliance

Also Present Virtually:

Councillor Andrew Crichton, Deputy Leader of the Labour Group
Councillor Les Sibley, Leader of the Independent Group

Officers:

Gordon Stewart, Chief Executive
Ian Boll, Executive Director Place & Regeneration
Stephen Hinds, Executive Director Resources
Nicola Riley, Interim Executive Director Neighbourhood Services
Michael Furness, Assistant Director Finance & S151 Officer
Shiraz Sheikh, Assistant Director Law & Governance and Monitoring Officer
Emma Faulkner, Principal Officer - Scrutiny and Democratic Lead

Declarations of Interest

There were no declarations of interest.

63 **Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

The Chair welcomed Councillor Rogers, Deputy Leader of the Cherwell Conservative and Independent Alliance, Councillor Crichton, Deputy Leader of the Labour Group, and Councillor Sibley, Leader of the Independent Group, to the meeting.

64 **Chair's Announcements**

There were no Chair's announcements.

65 **Local Government Reorganisation - Full Proposal**

The Executive Director Resources submitted a report which summarised the Council's full proposal for two unitary councils in Oxfordshire for Local Government Reorganisation (LGR).

In introducing the report, the Leader of the Council thanked colleagues and officers for their diligent work and engagement on the proposals to date, including at Member briefing events held and the special Council meeting held earlier in the week.

The Leader added that across the four Oxfordshire Councils that had considered the proposals, 100 Councillors had voted in favour of the two unitary approach, with only six voting against.

Commenting on the proposals and comments made by the wider Council membership at the special Council meeting, Executive members echoed the thanks of the Leader to all those involved in the proposals so far.

Executive members highlighted that the two unitary proposal being put forward drew inspiration from the cultural, geographical and geological history of Oxfordshire. Prior to the 1974 Local Government Reorganisation, everything north of the River Thames had been Oxfordshire, with areas in the south part of Berkshire.

Regarding questions that had been raised by some residents of the District relating to the inclusion of Oxford in the northern Oxfordshire proposals, Executive members felt this was a positive opportunity but also highlighted that due to the size requirements set out by Government when LGR was announced, Cherwell and West Oxfordshire Districts together were too small to move forward.

Executive members also commented on the hope that as proposals were advanced once Government had made their decision, more integration of climate resilience, nature recovery and sustainable development could be added to the vision, collaborating with future partners accordingly.

Councillor Rogers, Deputy Leader of the Cherwell Conservative and Independent Alliance, offered support of both the Accounts, Audit & Risk and Overview & Scrutiny Committees in the monitoring of the legal, financial and risk elements of the proposal, and added to the thanks of the Executive.

In response to a query from Councillor Rogers regarding the total cost of the proposals so far, the Leader explained that £250,000 had been set aside in an earmarked reserve. The final cost wouldn't be known until later on in the process, but current estimates were in the range of £85,000 to £175,000, within the allocated budget.

Councillor Sibley, Leader of the Independent Group commented that the amount of support across the four councils for the two unitary proposal showed that everyone was speaking with one voice, and urged Executive to continue working in collaboration with the potential future partner councils whilst the Government decision was awaited.

The Chief Executive added his thanks to those mentioned by the Committee, specifically to Stephen Hinds, Nicola Riley, Michael Furness, Joanne Kaye, Julian Cotton, Shiraz Sheikh, Rakesh Kumar, Clare Addison, Emma Williams and Ian Boll.

Resolved

- (1) That having given due consideration, the views of Council of 10 November 2025 on the final proposal be noted.
- (2) That the Council's final proposal for Local Government Reorganisation in Oxfordshire of a two-unitary model comprising One unitary authority covering the boundaries of Cherwell District Council, West Oxfordshire District Council, and Oxford City Council, with the working title 'Oxford & Shires', and a second unitary authority covering South Oxfordshire District Council, Vale of White Horse District Council, and West Berkshire Council, with the working title 'Ridgeway', be approved.
- (3) That it be agreed that the Leader submits the final proposal to government by the 28 November 2025 deadline.
- (4) That authority be delegated to the Executive Director of Resources, in consultation with the Leader of the Council, to make any final amendments to the full proposal and associated documentation prior to submission.

Reasons

The report proposes the submission of a Full Proposal for a two unitary model based on one new unitary council covering the entire existing boundaries of South Oxfordshire and Vale of White Horse District Councils and West Berkshire Council, with the working title of 'Ridgeway', and a second new unitary council covering the entire existing boundaries of Cherwell and West

Oxfordshire District Councils and Oxford City Council, with a working title of 'Oxford & Shires'.

Alternative Options

Option 1: Not to submit the Full Proposal.

This would be contrary to the direction issued by the Government and therefore not recommended.

Option 2: Other options contain the Full Proposal.

The other options are set out in the Full Proposal and rejected for the reasons provided within.

The meeting ended at 7.05 pm

Chair:

Date:

This report is public	
Response to Motion: Planning Support for Town and Parish Councils	
Committee	Executive
Date of Committee	4 December 2025
Portfolio Holder presenting the report	Portfolio Holder for Planning, Councillor Conway
Date Portfolio Holder agreed report	17 November 2025
Report of	Ian Boll, Executive Director Place and Regeneration

Purpose of report

To agree the response to the motion raised at the Council meeting on 20 October with regard to planning support for Town and Parish Councils. To seek approval for the allocation of £15,000 to provide targeted support to parish and town councils (PCs/TCs) in responding effectively to large-scale planning applications.

1. Recommendations

The Executive resolves:

- 1.1 To approve the in year funding of up to £15,000 for the funding of a support package to Parish Councils to respond to planning applications.
- 1.2 To approve the virement of £15k from Health and Wellbeing (this budget was originally intended for the heating hardship fund, however the Government reinstated the winter fuel allowance national scheme, so this is no longer required) to Planning and Development Management.

2. Executive Summary

- 2.1 Parish councils play a vital role in shaping local planning outcomes, yet many lack the resources or expertise to respond confidently to complex, large-scale applications. To address this, it is proposed that a consultancy or support agency such as the Planning Advisory Service be commissioned to deliver a structured programme of advice, guidance, and training.
- 2.2 This initiative aligns with the Council's commitment to community engagement and improving the quality of local input into planning decisions.

Implications & Impact Assessments

Implications		Commentary		
Finance		<p>£15,000 is available from the remaining underspend in Health and Wellbeing from the heating hardship fund budget. This budget is no longer required due to the Government reinstating the winter fuel allowance.</p> <p>However, there is no further funding available and therefore any support provided must be capped at £15,000.</p> <p>Michael Furness, Assistant Director of Finance (S151 Officer), 13 November 2025</p>		
Legal		<p>There are no Legal or Procurement implications arising from this report</p> <p>Shiraz Sheikh, Assistant Director Law and Governance 12.11.2025</p>		
Risk Management		<p>There are no direct risk implications associated with this report. The proposal proactively addresses the risk of Parish Councils lacking adequate representation by enhancing their ability to engage with large-scale planning applications and contribute meaningfully to the planning process.</p> <p>Celia Prado-Teeling, Performance Team Leader, 11 November 2025</p>		
Impact Assessments		Positive	Neutral	Negative
Equality Impact				
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	
ICT & Digital Impact			X	

Data Impact		X		N/A
Procurement & subsidy		X		N/A
Council Priorities	Effective planning consultation responses helps meet all Council Priorities: Housing that meetings your needs Supporting environmental sustainability An enterprising economy with strong and vibrant local centres Healthy, resilient and engaged communities			
Human Resources	N/A			
Property	N/A			
Consultation & Engagement	N/A			

Supporting Information

3. Background

- 3.1 At the 20 October 2025 meeting of the Cherwell District Council the following motion was proposed:

“Council notes with concern the significant development pressures arising from recent announcements, including: the proposed new town at Heyford Park, the Puy du Fou theme park, large-scale warehousing at Baynard’s Green, and the rail freight interchange.

Council recognises that these proposals will have far-reaching impacts on local communities, infrastructure, and the environment, and that Town and parish councils play a vital role in representing residents’ views. However, these councils often lack the specialist planning expertise and resources required to respond effectively to complex applications of this scale.

Council therefore resolves:

- 1. To provide accessible planning-related advice and support to councils within the affected areas, ensuring they are equipped to understand, scrutinise, and respond to major development proposals.*
- 2. To establish a dedicated point of contact within the Planning Department for councils seeking guidance on strategic developments.*
- 3. To explore options for training sessions and briefing notes tailored to councils, delivered in advance of key planning consultations.*

This Council believes that empowering town and parish councils with expert advice will strengthen democratic participation, improve the quality of local input into the

planning process, and help ensure that growth is managed responsibly and sustainably.

This officer-time could be funded from the unused heating fund which was in the Conservative budget amendment.”

- 3.2 This report responds to the motion with a recommendation to fund a one of support package to provide training and support to parish councils (and others).

4. Details

- 4.1 Parish councils play a vital role in shaping local planning outcomes, yet many lack the resources or expertise to respond confidently to complex, large-scale applications. To address this, it is proposed to develop a structured package of advice, guidance, and training.
- 4.2 This initiative aligns with the Council's commitment to community engagement and improving the quality of local input into planning decisions. This will help parish councils to ensure that representations are effective and efficient and support the development management process.
- 4.3 Proposed Support Package: The £15,000 would fund a comprehensive support programme including:
- Existing Planning Advisory Support presentation: Adapted and delivered to suit local context.
 - Workshops: A full or half-day session in January 2026 for parish clerks and councillors, focusing on:
 - How to comment effectively on major applications.
 - Understanding highways implications.
 - Section 106 (S106) obligations – what is reasonable, what can and cannot be requested.
 - Development of a bespoke toolkit to guide responses.
- 4.4 This work is proposed to begin as soon as possible, with promotion at the Planning Liaison Meeting (PLM) on 12 November, and delivery in January 2026.

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: Do Nothing. With a number of significant applications including nationally significant infrastructure projects, this option is not recommended as parish councils will not have access to make appropriate representations

6 Conclusion and Reasons for Recommendations

- 6.1 That Executive approves the allocation of £15,000 to deliver the above support package, enabling parish councils to engage more effectively with large-scale planning applications and contribute meaningfully to the planning process.

Decision Information

Key Decision	No
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	None
Background Papers	None
Reference Papers	None
Report Author	Paul Seckington, Head of Development Management
Report Author contact details	Paul.seckington@cherwell-dc.gov.uk
Executive Director Approval (unless Executive Director or Statutory Officer report)	Executive Director for Place and Regeneration 14.11.2025

This page is intentionally left blank

This report is public	
Executive Response to Overview & Scrutiny Recommendations	
Committee	Executive
Date of Committee	2 December 2025
Portfolio Holder presenting the report	Leader of the Council, Councillor David Hingley
Date Portfolio Holder agreed report	13 November 2025
Report of	Assistant Director Law and Governance and Monitoring Officer, Shiraz Sheikh

Purpose of report

To present the draft Executive Responses to four sets of recommendations from Overview and Scrutiny Committee, following the presentation of the scrutiny reports to the Executive on 7 October 2025.

1. Recommendations

The Executive resolves:

- 1.1 To agree the Executive Responses to the Overview and Scrutiny Recommendations, attached at Appendices 1 to 4.

2. Executive Summary

- 2.1 At the 7 October 2025 meeting, Executive received four end of inquiry working group reports, and one further recommendation from the Overview and Scrutiny Committee (OSC).
- 2.2 Following noting of the reports and recommendations, Executive had two months to prepare an official 'Executive Response'. This report presents the draft responses.

Implications & Impact Assessments

Implications	Commentary
Finance	All actions that have been completed at the time of this report have been met within existing budget. Actions that are still outstanding,

	if budget is not currently identified, will require a separate business case to be approved by Executive.			Kelly Wheeler, Finance Business Partner, 4 November 2025
Legal	The Executive has a statutory duty to respond to recommendations made, detailed in section 9FE of the Local Government Act 2000. Overview and Scrutiny Committees have statutory powers to make recommendations to the Executive, as detailed in Section 9F of the same Act.			Shiraz Sheikh, Assistant Director Law and Governance & Monitoring Officer, 10 November 2025
Risk Management	There are no risk implications arising directly from this report, however following the recommendations from this report mitigates the risk, for both OSC and Executive, of not being compliant with requirements as detailed in Section 9F of the Local Government Act 2000.			Celia Prado-Teeling, Performance Team Leader, 4 November 2025
Impact Assessments	Positive	Neutral	Negative	Commentary
Equality Impact		X		The recommendations for Executive include several proposals regarding Equality, Diversity and Inclusion to be reviewed in line with our EDI framework. Celia Prado-Teeling, Performance Team Leader, 4 November 2025
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				N/A
ICT & Digital Impact				N/A
Data Impact				N/A
Procurement & subsidy				N/A
Council Priorities	All			
Human Resources	N/A			
Property	N/A			
Consultation & Engagement	Relevant Portfolio Holders – Councillor Conway, Councillor Beckett, Councillor Brant and Councillor Parkinson.			

Supporting Information

3. Background

- 3.1 Scrutiny committees have statutory powers to make recommendations to the Executive, and the Executive has a statutory duty to respond.
- 3.2 Scrutiny recommendations are addressed to the Executive, as the main Executive decision making body of the Council.
- 3.3 The Executive Response should provide the Executive's decisions in respect of scrutiny recommendations made, along with any specific actions the Executive agree to take.
- 3.4 Four OSC working groups were constituted during the 2024-2025 Municipal Year – Food Insecurity, Climate Action, Planning Application Appeals, and Equality, Diversity and Inclusion (EDI). The EDI group was a joint group with Personnel Committee.
- 3.5 Three of the working groups – Planning Application Appeals, Climate Action and Equality, Diversity & Inclusion produced a series of recommendations, that were been considered and endorsed by OSC. The fourth working group on Food Insecurity produced an end of inquiry report that provided commentary on their work, but did not include any recommendations.
- 3.6 In addition to the four working groups, OSC made a recommendation to Executive following consideration of an item relating to the Cherwell Community Safety Partnership.

4. Details

Planning Application Appeals Working Group

- 4.1 OSC held a whole Committee 'spot light review' meeting in February 2025, focussing on Planning Application Appeals with particular regard to planning application refusals overturned at appeal, the reasons for costs implications and lessons learned.
- 4.2 The Committee agreed five recommendations, covering lessons learnt; member training; development of an action plan; and monitoring improvement.
- 4.3 In June 2025, the Planning Advisory Service (PAS) completed a detailed review of the CDC Planning function, addressing some of the same issues identified by the OSC spot light review.
- 4.4 Appendix 1 to this report gives the official Executive response to the OSC recommendations.

Climate Action

- 4.5 The Climate Action working group was initially established in 2022, and continued during the 2023-24 and 2024-25 municipal years. Membership of the group was not limited to OSC members, and in 2024-25 it was chaired by Councillor Grace Conway-Murray.
- 4.6 The group produced an end of inquiry report that included eight recommendations, relating to a new Council climate action strategy; corporate priorities; environmental impact assessments; building emissions; and investment in renewable energy.
- 4.7 Appendix 2 to this report gives the official Executive response to the OSC recommendations.

Equalities, Diversity and Inclusion (EDI)

- 4.8 The EDI working group was initially established as a joint group with Personnel Committee in 2022, and continued during the 2023-24 and 2024-25 municipal years. Membership of the group was limited to OSC and Personnel members, and in 2024-25 it was chaired by Councillor Rebecca Biegel.
- 4.9 The group produced an end of inquiry report that included 10 recommendations, covering equality and service delivery; equality in employment; equalities communications and engagement; and measuring progress.
- 4.10 Appendix 3 to this report gives the official Executive response to the OSC recommendations.

Cherwell Safer Communities Partnership

- 4.11 At their meeting on 11 March 2025, OSC received presentations from the Head of Regulatory Services and Community Safety, the Police and Crime Commissioner, and the Chief Superintendent of Thames Valley Police, in relation to the Cherwell Safer Communities Partnership.
- 4.12 Following questions regarding an updated Community Safety Partnership plan for 2024 onwards, the Committee resolved to recommend 'that the Executive, as a matter of urgency, ensure that the Cherwell Safer Community Partnership Plan be reviewed and updated and presented to this committee early in the next municipal year'.
- 4.13 Appendix 4 to this report gives the official Executive response to the OSC recommendation.

Next steps

- 4.14 Executive is asked to approve the four responses to the OSC recommendations, detailed in appendices 1 to 4.
- 4.15 The Overview and Scrutiny Committee will be notified of each Executive Response made, and may track the implementation of the Executive decisions and any additional actions agreed. This enables the Overview and Scrutiny committee to track whether their recommendations have been agreed, what actually was agreed (if different) and review any outcomes arising.

5. Alternative Options and Reasons for Rejection

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

Option 1: Not to provide an Executive response. This is rejected, as it would be contrary to Section 9FE of the Local Government Act 2000. Regardless of Executive's decision relating to the various recommendations, a response must be submitted to OSC.

6 Conclusion and Reasons for Recommendations

- 6.1 The recommendations ensure both OSC and Executive comply with requirements as detailed in Section 9F of the Local Government Act 2000.

Decision Information

Key Decision	No
---------------------	----

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

Document Information

Appendices	
Appendix 1	Executive Response to the Planning Application Appeals recommendations
Appendix 2	Executive Response to the Climate Action recommendations
Appendix 3	Executive Response to the Equalities, Diversity and Inclusion (EDI) recommendations
Appendix 4	Executive Response to the Cherwell Safer Communities Partnership recommendations
Background Papers	None
Reference Papers	None
Report Author	Emma Faulkner – Principal Officer – Scrutiny & Democratic Lead
Report Author contact details	01295 221534 democracy@cherwell-dc.gov.uk
Executive Director Approval (unless Executive Director or Statutory Officer report)	Report of Statutory Officer - Assistant Director Law and Governance and Monitoring Officer, Shiraz Sheikh (Monitoring Officer).

EXECUTIVE RESPONSE

to the
Planning Application Appeals Working Group
Recommendations 2025

For decision by the Executive
on 2 December 2025

Executive Response to the Report and Recommendations of the Overview and Scrutiny Committee

Name of Executive Portfolio Holder Councillor: Councillor Jean Conway – Portfolio Holder for Planning and Development Management	Name of Chief Officer: David Peckford – Assistant Director Planning Paul Seckington – Head of Development Management
Name of External Organisation (if relevant): N/A	Lead Scrutiny Officer contact: Emma Faulkner - Principal Officer - Scrutiny and Democratic Lead Emma.Faulkner@cherwell-dc.gov.uk

Overall response to the Scrutiny Report

An Overview and Scrutiny working group was established in light of performance return for the percentage of decisions on major developments overturned at appeal. Since the meeting of the working group, a review of the Planning Committee's decision making has been undertaken by the Planning Advisory Service (PAS) and a report received. An Action Plan for the management of strategic planning applications has also been prepared. This work informs the response to the Committee.

Executive Decisions (Response to Scrutiny Recommendations).

No.	Recommendation	Agreed? (Yes/ No)	additional information	If 'No', reason and what action, if any, is proposed instead
R1.	That a Lessons Learnt review be carried out on the planning applications process and documented and made available to members of the planning committee and officers to improve learning and development and contribute to ongoing service improvement.	Yes	An internal officer review of the appeal circumstances associated with planning application 21/03522/OUT (land to the west of Yarnton) was undertaken in July 2024 in light of an exceptional award of costs by the Planning Inspectorate. This informed a review by the Council's internal auditors which was confidentially presented with a responding Action Plan to the Accounts, Audit and Risk	

			<p>Committee on 28 May 2025. The Action Plan is internal document but the Assistant Director – Planning and the Head of Development Management are able to brief the working group.</p> <p>Separately, and in view of the percentage of planning applications for major development overturned at appeal slightly exceeding the Government's 10% threshold, the Planning Advisory Service (PAS) were invited to review the Council's decision making process. Members of the Council's Executive received the PAS report on 17 November 2025 and it is scheduled to be published before the O&S committee meets. Officers will be presenting an update on its implementation, with any specific recommendations, to the Executive in the new year (meeting to be confirmed)</p> <p>Actions to be completed:</p> <ol style="list-style-type: none"> 1. O&S Working Group Members to be briefed on the Action Plan. Date to be arranged with the Chair of the Overview & Scrutiny Committee. 2. Confirmation to be provided that the PAS report has been made publicly available. 	
R2.	That focused member development workshops be included in the member development programme for members of the planning committee (and substitute members), with an agenda work plan produced for these workshops, addressing known issues and risks that may arise in consideration of overturning	Yes	Two training sessions for Planning Committee Members were held on 2 and 26 June – one internal and one by the Planning Advisory Service in the context of the above performance issue and the PAS review. Separately, The Head of Head of Development Management hosts	

	officer recommendations to the planning committee, to include the potential loss of Section 106 monies and Considering officer recommendations and the possible implications of overturning officer recommendations should they result in being successfully contested as appeal.		<p>a periodic informal Development Management forum with Members which has included a focus on the implications of decision-making, reducing the number of planning appeals and the percentage of decisions overturned by the Planning Inspectorate. It is intended that the informal forum will continue and a forward plan will be prepared to support Members' needs. Members not on Planning Committee are welcome to attend.</p> <p>Actions to be completed:</p> <p>3. Forward Plan for internal Members' Forum on Development Management</p>	
R3.	That focused member development be included to address the role of planning committee specifically in consideration of planning applications against the Local Plan criteria, to help improve the robustness of planning decisions that overturn officer recommendations and help to reduce the risk of successful appeals.	Yes	<p>These are matters considered by the PAS review and in the Action Plan for strategic applications. The internal Members' Forum also addresses Member Development.</p> <p>No additional actions</p>	
R4.	That the Action Plan being developed address known issues in addressing the robustness of the consideration of member proposals to reject planning applications where officer recommendations would be overturned in planning committee, so that the risk of being successfully contested at appeal may be reduced.	Yes	<p>These are matters considered by the PAS review and in the Action Plan for strategic applications. The internal Members' Forum also addresses Member Development.</p> <p>No additional actions</p>	
R5.	That a monitoring framework be developed to oversee the implementation of the Action Plan and improvements and development to the planning applications process with a reports to a future meeting of the overview and scrutiny committee, to include key metrics (RAG rated) and implementation milestones.	Yes	A report on Development Management performance, the improvement arising from the Action Plan for Strategic Applications and on the implementation of recommendations arising from the PAS Review can be presented at a future	

			<p>meeting of the Overview and Scrutiny Committee.</p> <p>Actions to be completed:</p> <p>4. Future report to the Overview & Scrutiny Committee to be scheduled with Democratic Services.</p>	
--	--	--	--	--

EXECUTIVE RESPONSE

to the
**Climate Action
 Scrutiny Report 2025**

**For decision by the Executive
 on 2 December 2025**

Executive Response to the Report and Recommendations of the Overview and Scrutiny Committee

Name of Executive Portfolio Holder Councillor: Councillor Tom Becket – Portfolio Holder for Greener Communities	Name of Chief Officer: Jo Miskin - Climate Action Manager, Environmental Services Hitesh Mahawar - Climate Change Programme Manager
Name of External Organisation (if relevant): N/A	Lead Scrutiny Officer contact: Emma Faulkner - Principal Officer - Scrutiny and Democratic Lead Emma.Faulkner@cherwell-dc.gov.uk

Overall response to the Scrutiny Report

Cherwell District Council welcomes the recommendations of the Overview and Scrutiny Committee and acknowledges the importance of accelerating climate action across the organisation and district.

The Council has already embedded climate priorities within its corporate vision, notably through the “Environmental Stewardship” priority, and is actively progressing workstreams aligned with Net Zero pathways.

Key mechanisms such as the Annual Development Plan and Performance KPIs are in place to monitor delivery against agreed targets, with quarterly updates provided to the Executive and Overview & Scrutiny Committee. Climate Change Programme Board has been created to enable and drive the delivery of Climate Programmes.

The Council remains committed to developing a robust Climate Change Strategy, strengthening governance, and ensuring that sustainability remains ambitious, inclusive, and central to decision-making.

Executive Decisions (Response to Scrutiny Recommendations).

No.	Recommendation	Agreed? (Yes/ No)	additional information	If 'No', reason and what action, if any, is proposed instead
R1.	That a new Council Climate Action Strategy be prepared for agreement by the Executive and full Council, with clear strategies, ambitious yet	Yes	Officers have already started working on producing a climate strategy. This is being informed by Net Zero pathways'	

	realistic objectives to deliver year on year reductions in the Council's carbon emissions, strategies, and targets to reduce district area emissions, to be agreed by full Council in 2025.		studies for Council and District. Engagement with every service area is taking place and expected to complete in 2025 and climate team will be taking the Strategy to Executive in Feb'26.	
R2.	That Climate Action be made a higher key corporate priority, reflected in the Council key priorities (to be agreed by Council), to be reflected in the Council's Corporate Plan, service delivery plans, and its annual and quarterly Performance Monitoring Reports, with ambitious but realistic measurable targets and performance measures.	Yes	<p>The key element of this recommendation has already been incorporated in CDC's vision as one of the priorities i.e. "Environmental Stewardship".</p> <p>To ensure progress, the Annual Development Plan and Performance KPIs are in place, enabling quarterly monitoring against agreed targets and providing updates to both the Executive and Overview & Scrutiny (O&S) committees.</p> <p>Officers Climate Change Programme Board has been created to coordinate and drive the delivery of Council's Climate Programme and support District's Climate Programme agreed by the Strategic Programmes Board.</p>	
R3.	That the Council request that more detailed Environmental Impact Assessments be included in reports to the Planning Committee.	Yes	<p>The Planning Committee report template will be amended to include a section on how the development has been considered having regard to climate change.</p> <p>Expected to be amended by January 2026</p>	
R4.	That an evaluation and feasibility assessment of interim options and measures to replace the Council fleet of vehicles be carried out, with alternatives for less CO2 emissions.	Yes	CDC have commissioned a Fleet Decarbonisation pathway study and one of the recommendations was to use HVO as transition fuel before CDC switch to EV.	

			<p>Executive has approved use of HVO as a transition fuel, and Environmental Services is in the process of going out with tender.</p> <p>Expected to award a supplier and implement HVO tentatively by December 2025.</p>	
R5.	That the Council agree much greater focus, plans and targets, for reducing buildings emissions to achieve 2030 Net Zero targets, with clearly assessed deliverable measures to be put in place over the next five years, with clear objectives, milestones, and implementation dates.	Yes	<p>The council acknowledges that it's pathway to becoming net zero by 2030 must change from its current trajectory - this is evidenced in the last Greenhouse Gas Reports which show that emissions remain stable, rather than falling steeply, as required. The need to decarbonise the corporate estate remains a significant challenge and a greater focus is required to ensure we have the necessary resources to implement the required, wide-ranging programme of works. CDC's Property Team have been tasked with producing a decarbonisation plan for the corporate estate and are currently working on rectifying legacy issues from PSDS1 as well as implementing PSDS4, both of which are government-funded schemes to support decarbonisation.</p> <p>Building/Estate Decarbonisation Plan by Q2 2026/27 if funds were made available.</p> <p>Climate Action Plan 2026 – 2028 by June 2026</p>	
R6.	That Council buildings be refurbished with space heating systems replacing gas powered radiators and insulation for energy conservation.	Yes	<p>The executive acknowledges that decarbonising the corporate estates consist of two main elements. 1. How we provide heat, 2. Energy efficiency of</p>	

			building, both required an investment plan e.g. castle quay. which will come out from R5	
R7.	That the feasibility of introducing air-to-air heat pumps in buildings throughout the entire Council estate be investigated.		This is covered under R5	
R8.	That the Council agree hypothecated investment in Cherwell Council district corporate capacity to manage and optimise renewable energy and new technologies.		This is covered under R5	

EXECUTIVE RESPONSE

to the
**Equalities Diversity and Inclusion
 Scrutiny Report 2025**

**For decision by the Executive
 On 2 December 2025**

Executive Response to the Report and Recommendations of the Overview and Scrutiny Committee

Name of Executive Portfolio Holder Councillor: Councillor Chris Brant – Portfolio Holder for Corporate Services	Name of Chief Officers: Claire Cox - Assistant Director of HR Celia Prado-Teeling - Performance and Insight Team Leader Nicola Riley - Assistant Director Wellbeing and Housing; DSL
Name of External Organisation (if relevant): N/A	Lead Scrutiny Officer contact: Emma Faulkner - Principal Officer - Scrutiny and Democratic Lead Emma.Faulkner@cherwell-dc.gov.uk

Overall response to the Scrutiny Report

The Executive thank the EDI working group for their care and attention to this core theme across the whole council and its service delivery. Actions that were recommended through the work of the EDI working group have been progressed by officers. It is acknowledged that this is a developing area of the councils work, and the actions outlined underline the good practice in place and identify how the council could be even better in its performance by reducing barriers to residents needing to use the services we provide.

Executive Decisions (Response to Scrutiny Recommendations).

No.	Recommendation	Agreed? (Yes/ No)	additional information	If 'No', reason and what action, if any, is proposed instead
R1.	That a refreshed Council Equality Diversity and Inclusion (EDI) strategy and framework be developed and agreed by the Executive for ratification by full Council in 2025, with refreshed EDI objectives and Key Performance Indicators (KPIs) to ensure that they link directly and cross reference to the Council's EDI strategy framework, with KPIs clearly referenced against the delivery of each EDI strand.	Yes	This is due for review as it has been in place for over 4 years. We have requested our Inclusion Champions complete an initial review and provide feedback and recommendations for us to consider.	

R2.	That the Council's Equality Diversity and Inclusion (EDI) strategy focus and cross reference directly and specifically to the delivery of the key statutory responsibilities from the Public Sector Equality Duty.	Yes		
R3.	That Equality Diversity and Inclusion (EDI) audits of public facing services be undertaken to ensure maximum accessibility and inclusion.	Yes	This work will begin after Christmas and will begin in Housing, moving on to Revenues and Benefits, Customer Services, Environmental Services and Regulatory Services and finally Planning and Wellbeing. The audit will approach each service from the perspective of a resident and consider where we create unnecessary barriers for the resident based on protected characteristics. A small project team will carry out the audits and report back rather than ask each service to self-audit to ensure we are holding every service to the same high standard	
R4.	That the Council review all policies plans and projects to make sure that they have up to date Equality Impact Assessment assessments in place.	Yes	A policy catalogue for the organisation is currently in development. It will include an assessment on EIAs linked to all policies that require one.	
R5.	That the Council further explore opportunities to achieve further accreditation and better publicise the accreditation that the Council already has.	Yes	We are already Disability Confident Employers. Whilst there are other accreditations available, these are not as widely used or recognised as a scheme such as Disability Confident Employer and come at a cost. There is currently no budget allocated for an accreditation. It is also worth considering, if budget could be sourced, would this, along with officer efforts, be better utilised on key matters in EDI, such as, training colleagues and raising awareness on aspects of inclusion.	

R6.	That the Council's recruitment process be reviewed to make it more inclusive and remove irrelevant barriers to recruitment.	Yes	Work has commenced on this and HR are in the process of running workshops with Inclusion Champions and the wider organisation to gather feedback and ideas.	
R7.	That the Council should actively facilitate the creation of staff diversity networks and embed this approach.	Yes	We have created the Inclusion Champion Network in the last 12 months and this is going well to date. This group are able to put forward ideas of changes they may like to see, are consulted on EDI-related matters, and have pulled together a calendar of EDI events for the Council to acknowledge and celebrate.	
R8.	That the Cherwell District Council Consultation and Engagement Strategy 2025 – 2029 include strategies and actions for monitoring response rates among individuals from each of the Protected Characteristics. This should involve incorporating diversity monitoring questions in all consultation and engagement surveys, providing essential evidence for decision-making across all areas of Council policy and service delivery.	Yes	The Strategy is currently in Draft form. It does include a section on Equalities and accessibility.	
R9.	That a full Equality Diversity and Inclusion (EDI) audit of the Council website and communications be undertaken to ensure that the Council web communications effectively engage with all sections of the community.	Yes	This will begin once the service audits have been completed, recognising the budget pressure that may arise from the necessary actions.	
R10.	That the Council Equality Diversity and Inclusion (EDI) objectives / KPIs reflect meaningful outcomes to be delivered for each key strand, as well as measurable outputs and outcomes (metrics) with milestones and implementation dates.	Yes	Following the approval of the refreshed Council Equality Diversity and Inclusion (EDI) strategy and framework, the Performance & Insight Team will work with EDI Leads to build a set of KPIs to support monitoring of related activities/initiatives.	

This page is intentionally left blank

EXECUTIVE RESPONSE

to the
Cherwell Community Safety Partnership Plan Recommendation

**For decision by the Executive
 on 2 December 2025**

Executive Response to the Recommendation of the Overview and Scrutiny Committee

Name of Executive Portfolio Holder Councillor: Councillor Robert Parkinson – Portfolio Holder for Safer Communities	Name of Chief Officer: Tim Hughes – Head of Regulatory Services and Community Safety
Name of External Organisation (if relevant): N/A	Lead Scrutiny Officer contact: Emma Faulkner - Principal Officer - Scrutiny and Democratic Lead Emma.Faulkner@cherwell-dc.gov.uk

Overall response to the Scrutiny Recommendation

The Cherwell Community Safety Partnership plan has been reviewed and updated. It was finalised and published on the Cherwell District Council website in September 2025.

Page 49

Executive Decisions (Response to Scrutiny Recommendations).

No.	Recommendation	Agreed? (Yes/ No)	additional information	If 'No', reason and what action, if any, is proposed instead
R1.	That the Executive, as a matter of urgency, ensure that the Cherwell Safer Community Partnership Plan be reviewed and updated and presented to this committee early in the next municipal year	Yes	The Cherwell Community Safety Partnership plan has been reviewed by partners and updated. It has been published on the Cherwell District Council website. The plan will be shared with members of the O&S Committee for information.	

This page is intentionally left blank

This report is public	
Infrastructure Funding Statement 2024-25	
Committee	Executive
Date of Committee	2 December 2025
Portfolio Holder presenting the report	Portfolio Holder for Planning and Development Management, Councillor Jean Conway
Date Portfolio Holder agreed report	5 November 2025
Report of	Head of Development Management, Paul Seckington

Purpose of report

To seek approval of the Council's Infrastructure Funding Statement 2024-25 for publication by 31 December 2025.

1. Recommendations

The Executive resolves:

- 1.1 To approve the Infrastructure Funding Statement 24-25 at Appendix 1 for publication by 31 December 2025 subject to any final changes considered to be necessary by the Head of Development Management to secure accuracy in consultation with the Portfolio Holder for Planning and Development Management.

2. Executive Summary

- 2.1 The council has a statutory obligation to publish an annual Infrastructure Funding Statement for the previous financial year by 31 December each year. Mandatory reporting requirements include information on section 106 contributions secured, received, held and spent. The 24-25 Infrastructure Funding Statement replicates the format of previous years and the data has been supplied from Planning and Finance records.

Implications & Impact Assessments

Implications	Commentary
Finance	Work on the IFS has been completed in collaboration with the Finance team and the s.106 figures have been agreed. The work has been produced within existing budgets. Kelly Wheeler, Finance Business Partner, 5 November 2025
Legal	There is a statutory requirement to publish an IFS that meets prescribed requirements and Planning Officers consider that the

	<p>information presented to meet those requirements is, in accordance with guidance, the most robust available at this time.</p> <p>Denzil Turbervill, Head of Legal Services, 5 November 2025</p>		
Risk Management	<p>Within the IFS, it is explained that the statement has been produced on the best information available at this moment in time. The data it contains is drawn from current records which may change or be updated. The publication of the IFS mitigates potential reputational risks to the Council as well as potential challenge for failing to meet a statutory requirement. This and any other risks that may arise will be managed accordingly by the services and escalated as and when necessary to the Leadership Risk Register.</p> <p>Celia Prado-Teeling, Performance Team Leader, 5 November 2025</p>		
Impact Assessments	Positive	Neutral	<p>Negative</p> <p>Commentary</p>
Equality Impact		<input checked="" type="checkbox"/>	There are no implications arising from the gathering and publication of this date.
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		<input checked="" type="checkbox"/>	Not applicable
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		<input checked="" type="checkbox"/>	Not applicable
Climate & Environmental Impact		<input checked="" type="checkbox"/>	Not applicable
ICT & Digital Impact		<input checked="" type="checkbox"/>	Not applicable
Data Impact		<input checked="" type="checkbox"/>	Not applicable
Procurement & subsidy		<input checked="" type="checkbox"/>	Not applicable
Council Priorities	<p>Business plan priorities for 2025-2026:</p> <ul style="list-style-type: none"> • Housing that meets your needs • Supporting environmental sustainability • An enterprising economy with strong and vibrant local centres • Healthy, resilient and engaged communities 		

Human Resources	N/A
Property	N/A
Consultation & Engagement	Councillor Jean Conway, Portfolio Holder – Planning & Development Management

Supporting Information

3. Background

- 3.1 The Infrastructure Funding Statement (IFS) is published annually, and details developer contributions secured either to mitigate the impact of approved development or for which there has been a transaction during the financial year.
- 3.2 The publication of a Statement is a statutory requirement for the Council arising from changes to the Community Infrastructure Regulations (the Community Infrastructure Levy)(Amendment)(England)(No.2) Regulations 2019 and the Council's first IFS was published in 2020.
- 3.3 Any council which receives a contribution from development must prepare an Infrastructure Funding Statement. The Council only reports on the contributions it receives. It is for Oxfordshire County Council to report on its own contributions, such as those for highways and education.
- 3.4 Local Planning Authorities continue to be required to keep a copy of any Planning Obligation, together with details of their modification or discharge, and make these publicly available on their planning register (i.e. the Council's Public Access System) and Local Land Charges Register.
- 3.5 An Infrastructure Funding Statement should include a Community Infrastructure Levy (CIL) Report (where relevant) and a Section 106 Report which refers to the section of the Town and Country Planning Act 1990 under which developer contributions are sought. As the Council has not introduced a CIL, the Council's IFS includes only a Section 106 report.
- 3.6 The IFS at Appendix 1 covers the period 1 April 2024 to 31 March 2025 and has been prepared to meet regulatory requirements. It includes data reporting beyond the statutory minimum.
- 3.7 The IFS does not take into account allocations and transactions undertaken since 31 March 2025 nor all payments owing to services/infrastructure providers for the forward funding of infrastructure delivery and/or maintenance. It should also be noted that the IFS reflects a moment in time and that there may be cases where the data will be updated.
- 3.8 The data return has been produced following national guidance. There are three broad categories of data collected:

1. developer agreements – details of those agreements entered into during the reporting year.
 2. developer agreement contributions – those individual obligations or sums within an agreement assigned to particular purposes/specified categories (e.g. community facilities, affordable housing, monitoring fees).
 3. developer agreement transactions – those that are secure `secured`, `received`, `allocated`, `transferred`, `spent` or `returned` with the amount specified.
- 3.9 There is not a requirement to republish historical data other than for contributions previously received that remain unspent.
- 3.10 Where the Council passes funds onto 3rd party bodies, this should be on the condition that they will provide information back to the Council on how contributions have been spent that reported year and how they intend to spend future contributions.
- 3.11 The IFS should be used to feed back into reviews of plans to ensure that policy requirements for developer contributions remain realistic and do not undermine the delivery of the plan.
- 3.12 The guidance recommends that authorities report on the delivery and provision of infrastructure where they are able to do so in order to give communities a better understanding of how developer contributions have been used to deliver infrastructure in their area.
- 3.13 It also acknowledges that data on developer contributions is imperfect, represents a snapshot in time and can be subject to change. However, the Statement published should contain the most robust data available at the time.

4. Details

- 4.1 The key messages from this year's report are as follows:
1. Total developer contributions secured in 24/25 was £6,247,080.20, a decrease from the previous year which totalled £11,529,633.25.
 2. 555 affordable dwellings were secured, down from 620 the previous year.
 3. Total contributions received were £3,574,501.75, compared to £1,167,340.94 received the previous year.
 4. Total contributions spent were £1,518,646.95, compared to £857,514.69 the previous year.
- 4.2 The current "unallocated" figure is £84,245.24 which relates to a single unidentified historic contribution. All monies secured during 23-24 were allocated and further detailed examination of historic records will continue to identify these "unallocated" legacy funds.

- 4.3 Members are invited to approve the IFS to meet the Council's statutory requirements.

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 bring forward and Infrastructure Funding Statement. This is not a lawful option and would leave the Council in breach of its statutory duty.

Option 2: Seek review of the key statistics and proposed Infrastructure Funding Statement. Officers consider that this is not required as the information is the most accurate and available at this time.

6 Conclusion and Reasons for Recommendations

- 6.1 The publication of an Infrastructure Funding Statement (IFS) is a statutory requirement that provides transparency and accessibility to information about developer contributions secured by the Council through Section 106 Agreements.
- 6.2 The report has been produced in collaboration with Financial Services and the information contained within it is considered to represent the most robust data available at this time.

Decision Information

Key Decision	No
Subject to Call in	Yes
If not, why not subject to call in	N/A
Ward(s) Affected	All

Document Information

Appendices	
Appendix 1	Infrastructure Funding Statement 24-25
Appendix 2	Infrastructure Funding Statement 24-25 Appendices
Background Papers	None
Reference Papers	Previous Infrastructure Funding Statements: https://www.cherwell.gov.uk/info/115/planning-process/766/infrastructure-funding-statements

Report Author	Sean Tilbury, Senior Enforcement Officer
Report Author contact details	Sean.tilbury@cherwell-dc.gov.uk, 01295 221503
Executive Director Approval (unless Executive Director or Statutory Officer report)	Executive Director for Place & Regeneration, 5 November 2025

IFS April 2024 – March 2025

CHERWELL DISTRICT COUNCIL
Infrastructure Funding Statement 24-25

1 April 2024 – 31 March 2025

Published December 2025



Cherwell
DISTRICT COUNCIL
NORTH OXFORDSHIRE

Contents

Section	Page
1. Introduction	1
2. An overview of s106 Agreements	1
3. Headline figures from the reporting year	2
4. Guidance on understanding the IFS data	5
5. Providing the Statutory Information	8

List of Tables

Table No.	Page
1a. s106 Monies secured	3
1b. Affordable Housing Types Secured	3
2a. s106 Obligations Delivered	4
2b. s106 Monies received	4
3. Unallocated s106 funds	4
4. s106 Monies spent	5
5. Affordable Housing Types Delivered	5
6. IFS Data Headings	6
7. IFS Categories	7
8. Statutory Information	9

List of Appendices

Appendix 1:	Developer agreements entered into
Appendix 2a:	Developer contributions secured (by category)
Appendix 2b:	Developer contributions secured (by application)
Appendix 3:	Developer contributions received
Appendix 4:	Developer contributions allocated
Appendix 5:	Developer contributions spent
Appendix 6:	Affordable housing breakdown

1. Introduction

- 1.1 This is Cherwell District Council's (CDC) Infrastructure Funding Statement (IFS) published in December 2025. It outlines the 'Section 106' (s106) developer contributions the council has secured during 2024/25 or for which there has been a transaction over the same reporting year. In addition, it provides a summary of the s106 contributions the council has received, and which remain unspent. This report provides a summary of the contributions the council has secured for on- and off-site infrastructure and affordable housing.
- 1.2 Section 106 agreements secure contributions towards the delivery of infrastructure required to mitigate the impacts of development, thereby helping to make it acceptable.
- 1.3 This IFS sets out the required information outlined in the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019. The council is required to publish an IFS by the end of each calendar year for the preceding year. The government's objective is to improve transparency and accountability on developer contributions.
- 1.4 As Cherwell District Council (CDC) is not currently a Community Infrastructure Levy (CIL) charging authority, this IFS does not report on CIL. It instead focuses on s106 agreements.
- 1.5 The "reporting year" is the financial year from 1 April 2024 to 31 March 2025.
- 1.6 Contributions received by Oxfordshire County Council for county infrastructure such as for highways and education are not included as they are received and monitored by that authority. Oxfordshire County Council's Infrastructure Funding Statements are [available online](#).
- 1.7 The annual IFS is published on the [council's website](#) alongside previous publications. It aims to improve the accessibility of information and provide an overview of the infrastructure that has been secured and delivered within the district.
- 1.8 The data on developer contributions may include estimates and can be subject to change. The data reported in this document is the most robust available at the time of publication.
- 1.9 Copies of s106 agreements listed within this report can be downloaded from the [Planning Register](#). Copies can also be [requested by email](#).

2. An overview of s106 Agreements

- 2.1 Under section 106 of the Town and Country Planning Act 1990, a Local Planning Authority can seek obligations for both on- and off-site physical infrastructure and/or contributions when it is considered that a development needs to be supported by that infrastructure to make it acceptable and where those needs cannot be addressed through planning conditions when planning permission is granted.
- 2.2 Planning obligations help ensure that the additional pressure on resources that new development creates are overcome, to allow the development to make a positive contribution to the local area.
- 2.3 Regulations state that a planning obligation may only constitute a reason for granting planning permission for the development if the obligation is:

- necessary to make the development acceptable in planning terms;
 - directly related to the development; and
 - fairly and reasonably related in scale and kind to the development.
- 2.4 'In kind' obligations are provided where the developer builds or directly provides the infrastructure necessary to fulfil the obligation. For example, a development may be required to provide a specific number of affordable homes on site or a community facility.
- 2.5 Financial obligations are payments towards the provision of off-site infrastructure works or alternate facilities elsewhere within the district, usually on or near the site.
- 2.6 In some cases, the obligation secured can be a combination of both on-site provision and financial contributions, such as the delivery of a community hall and the provision of an on-going maintenance sum.
- 2.7 The council's approach to securing contributions is set out in the [Cherwell Local Plan 2011-2031](#) and the [Developer Contributions Supplementary Planning Document \(SPD\) \(February 2018\)](#). The Local Plan is supported by an [Infrastructure Delivery Plan](#) and its delivery is monitored by way of an [Annual Monitoring Report](#).

3. **Headline figures from the reporting year**

Developer Agreements

- 3.1 Appendix 1 to this report shows that between 1 April 2024 and 31 March 2025 the Council entered into **nineteen** new s106 agreements, of which **seven** were supplementary deeds of variation/modification to existing s106 agreements. The s106 agreements relate, in the main, to residential and mixed-use developments across the district and do not include s106 agreements Cherwell District Council was not party to.

Developer Agreement Contributions

- 3.2 Appendix 2 to this report provides a breakdown of the individual contributions arising from the new s106 agreements (i.e. for those agreements entered into between 1 April 2024 and 31 March 2025).
- 3.3 It is not possible to fully quantify the total contribution values as some are reliant upon further planning consideration. For example, some contributions are secured based on an individual unit such as a square metre of open space or per individual tree. The total contribution is not fixed until open space or landscaping schemes are approved, such as through the approval of reserved matters. Furthermore, developers may be given the option to provide a financial contribution in lieu of providing physical infrastructure themselves.
- 3.4 For this reason, the data is not fully reflective of the true value of secured contributions. An estimation is provided based on the best information available. The 24-25 agreements have secured:
- Total contributions worth a total of **£6,247,080.20**
 - **555** affordable homes
 - Infrastructure including new play areas, public open space, allotments, a multi-use

games areas, football pitches and sports pavilions.

- 3.5 Table 1a provides a breakdown of the s106 monies secured by category during the reporting year, including comparison with previous years:

Table 1a: s106 Monies Secured

Category	24-25 (current)	23-24
Affordable Housing	£0	£21,250.00
Biodiversity	£94,340.54	£21,000.00
Burial Grounds	£10,122	£0
Community Development	£250,073.66	£348,726.01
Community Facilities	£834,338.70	£1,167,682.26
Green Infrastructure	£0	£204,126.33
Health	£584,064.00	£669,430.80
Open Space and Leisure	£1,800,422.56	£8,618,907.06
Sports	£2,251,904.34	
Police	£76,977.40	£243,328.80
Public Art	£169,016.00	£97,490.00
Refuse	£126,721.00	£81,210.00
Section 106 Monitoring Charges	£49,100.00	£56,482.00
TOTAL	£6,247,080.20	£11,529,633.25

- 3.6 Table 1b provides a breakdown of the affordable housing types secured during the reporting year, including comparison to the previous year:

Table 1b: Affordable Housing Types Secured

Category	24-25 (current)	23-24
Social Rent	37	190
Shared Ownership	39	22
First Homes	80	109
Intermediate Housing	10	59
Affordable Rent	389	240
TOTAL	555	620

Developer Agreement Transactions

- 3.7 Appendix 3 (contributions received), appendix 4 (contributions allocated) and appendix 5 (contributions spent) provide the raw data on s106 transactions during the reporting year. The key statistics and summaries of the funds received and spent during the reporting year, including comparisons with previous years, are provided in Table 2a:

Table 2a: s106 Obligations Delivered

Category	24-25 (current)	23-24	22-23
Total Funds Received	£3,574,501.75	£1,167,340.94	£3,038,025.31
Total Funds Spent	£1,518,646.95	£857,514.69	£385,151.28
Total Affordable Units Delivered	267	266	

- 3.8 Table 2b provides a breakdown of the s106 monies received by category during the reporting year, including comparison to the previous year:

Table 2b: s106 Monies Received

Category	24-25 (current)	23-24
Affordable Housing	£27,250.00	£0
Biodiversity	£88,094.94	£0
Burial Grounds	£0	£14,047.49
Community Development	£99,388.39	£113,908.07
Community Facilities	£2,035,693.04	£34,395.20
Green Infrastructure	£0	£15,664.92
Health	£174,971.28	£45,017.61
Open Space and Leisure	£56,268.51	£683,786.07
Sports	£869,405.18	
Police	£64,335.28	£86,238.00
Public Art	£27,914.31	£71,533.07
Refuse	£81,738.60	£65,043.77
Section 106 Monitoring Charges	£49,442.22	£37,706.74
TOTAL	£3,574,501.75	£1,167,340.94

- 3.9 Table 3 provides a list of s106 money which has been received but is not yet allocated.
- 3.10 'Allocated' means funds which have been passed to a team within the council to spend but may not have been assigned to a specific project yet ¹.

Table 3: Unallocated s106 funds

Planning Application	Clause / Purpose	Balance
Unknown	Car Park Commuted Sum	£84,245.24
TOTAL		£84,245.24

- 3.11 Table 3 indicates that **£84,245.24** s106 monies had not been allocated or spent by the end of the reporting year. The single contribution which makes up this figure is historic and is in the process of being identified.
- 3.12 Table 4 provides a breakdown of the s106 monies spent by category during the reporting year,

¹ Planning Advisory Service (2023) *Infrastructure Funding Statements*. Available at: <https://www.local.gov.uk/pas/topics/developer-contributions/infrastructure-funding-statements>

including comparison to the previous year:

Table 4: s106 Monies Spent

Category	24-25 (current)	23-24
Affordable Housing	£560,000.00	£0
Community Development	£18,995.82	£28,572.00
Community Facilities	£70,529.46	£45,822.04
Open Space and Leisure	£236,806.53	£545,705.00
Sports	£370,838.52	
Monitoring Fees	£28,694.99	£45,751.07
Misc	£8,974.93	£12,345.80
Police	£130,585.69	£15,589.29
Public Art	£11,000.00	£37,049.45
Refuse	£82,221.01	£126,680.04
TOTAL	£1,518,646.95	£857,514.69

3.13 The difference between money received and money spent will result from year-on-year variation and some infrastructure projects being delivered across multiple years, thus the spending may not occur during the reporting year.

3.14 Table 5 provides a breakdown of the affordable housing types delivered during the reporting year:

Table 5: Affordable Housing Types Delivered

Category	24-25 (current)	23-24
Social Rent	57	11
Shared Ownership	73	81
First Homes	0	0
Intermediate Housing	3	0
Affordable Rent	134	174
TOTAL	267	266

4. Guidance on understanding the IFS data

4.1 The Council no longer publishes its raw IFS data in csv format following the government's movement away from this approach². This format was not easily accessible to the reader and was primarily for supporting a data return to government.

4.2 For this reporting year, the Council has published six data sets:

- developer agreements entered into (Appendix 1)
- developer contributions secured (Appendix 2)
- developer contributions received (Appendix 3)
- developer contributions allocated (Appendix 4)

² Planning Advisory Service (2023) *Infrastructure Funding Statements*. Available at: <https://www.local.gov.uk/pas/topics/developer-contributions/infrastructure-funding-statements>

- developer contributions spent (Appendix 5)
 - affordable housing secured (Appendix 6)
- 4.3 These data sets provide similar information to previous years' IFS, but in a more accessible and legible format.
- 4.4 Introduced for the 23-24 IFS is a breakdown of secured affordable housing and additional columns including parish, planning policy allocation, site size, number of dwellings, commercial use classes and commercial floor space.
- 4.5 Table 6 explains the meaning of each column in the appendices.

Table 6: IFS Data Headings

Heading	Meaning
Planning Ref.	The planning application reference the s106 agreement is associated with.
Signed Date	The date the s106 agreement was signed and sealed.
Parish	The Parish(es) the development is located within.
Location	The planning application location.
Description of development	A paraphrased description of the development.
Size	Site size in hectares.
Dwellings	Number of dwellings created.
Use Classes	Commercial use classes permitted.
Floor Space	Commercial floor space created.
Category	Infrastructure category (refer to Table 7).
Contribution Detail	The s106 contribution name/purpose as written within the agreement.
Amount (£)	The base amount of the financial contribution, as written in the s106 agreement, without indexation. Estimates are used where necessary.
Quantity (units)	The number of units (e.g. affordable homes).
Area	The Parish in which the development is sited.
Amount Received	The amount of money received by contribution.
Allocated To	The department, team or external organisation the money has been allocated to.
Amount Spent	The amount of money spent by contribution.

- 4.6 Government guidance³ recommends that infrastructure is grouped by the categories listed below in Table 7. For 24-25, new subcategories have been introduced to provide a more detailed breakdown into the council's infrastructure report. Table 7 describes the meaning of each category; where there is overlap between categories, the most relevant category is used.

³ UK Government (2023) *Community Infrastructure Levy. Paragraph 179.*

Available at: <https://www.gov.uk/guidance/community-infrastructure-levy#monitoring-and-reporting-on-cil-and-planning-obligations>

Table 7: IFS Categories

Category	Meaning
Affordable housing	Affordable housing for sale or rent, for those whose needs are not met by the market. It includes: Affordable housing for rent; Discounted market sales housing; and other affordable routes to home ownership.
Biodiversity	Contributions for biodiversity improvements and the monitoring of biodiversity initiatives.
Bonds	Financial securities which will need to be paid at certain trigger points during the development.
Burial Grounds	Contributions for new or improved burial grounds and cemeteries.
Community Development	Community development contributions and salaries for Community Development Workers.
Community facilities	The provision of buildings and spaces such as village halls, community centres, places of worship, meeting places, museums and libraries.
Digital infrastructure	Electronic communications networks, such as next generation mobile technology (such as 5G) and full fibre broadband connections. It also includes radio and electronic communications masts, and the sites for such installations.
Education	Facilities needed for all school phases aged 0-19 years and special educational needs.
Flood and water management	Infrastructure for managing the risk of flood and coastal erosion. This can include structural measures, such as hard defences and flood relief works, and soft defences, such as green infrastructure.
Green infrastructure	Woodland, allotments, private gardens, sustainable drainage features, green roofs and walls, street trees and 'blue infrastructure' such as streams, ponds, canals and other water bodies.
Health	Facilities needed for primary, secondary and tertiary care.
Highways	Agreements entered into under section 278 of the Highways Act 1980 (highway improvements).
Land	Land which is provided to the council instead of money.
Open space and leisure	Open space of public value, whether for recreation or for visual amenity. This category includes open areas within a development, linear corridors and country parks.
Other	Any infrastructure which does not fit in the categories above. This includes contributions for refuse, community workers, burial grounds, police, public art and non-monetary contributions for heritage assets, training, employment and local centres.
Police	Contributions for Thames Valley Police and CCTV monitoring contributions.
Public Art	Physical works of public art and financial contributions to install or maintain public artwork.
Refuse	Refuse and recycling contributions, including for the provision of domestic bins.

Section 106 monitoring charges	Monitoring and registration fees to cover the cost of monitoring and reporting on the delivery of section 106 obligations.
Sports	Indoor and outdoor sports provision, including the sports pitches and sports pavilions.
Training and employment	Training and employment management plans, apprenticeship schemes and local employment requirements.
Transport and travel	Measures to improve accessibility and safety for all modes of travel and measures that deal with the anticipated transport impacts of the development.

5. Providing the Statutory Information

- 5.1 This section comprises the information required to fulfil the requirements of Schedule 2 of the Regulations which prescribes the minimum information required for the IFS. The data in section 3 and the appendices to this statement provide data beyond this minimum requirement.
- 5.2 The required data is set out below in Table 8 with the council's return based on the best information available at the time of publication.

Table 8: Statutory Information

	Information Required	CDC Data
3(a)	the total amount of money to be provided under any planning obligations which were entered into during the reporting year;	<i>£6,247,080.20</i>
3(b)	the total amount of money under any planning obligations which was received during the reporting year;	<i>£3,574,501.75</i>
3(c)	the total amount of money under any planning obligations which was received before the reporting year which has not been allocated by the authority;	<i>£84,245.24</i>
3(d)	summary details of any non-monetary contributions to be provided under planning obligations which were entered into during the reporting year, including details of—	<i>See appendix 2</i>
3(d)(i)	in relation to affordable housing, the total number of units which will be provided;	<i>555</i>
3(d)(ii)	in relation to educational facilities, the number of school places for pupils which will be provided, and the category of school at which they will be provided;	<i>N/A</i>
3(e)	the total amount of money (received under any planning obligations) which was allocated but not spent during the reporting year for funding infrastructure;	<i>£3,574,501.75</i>
3(f)	the total amount of money (received under any planning obligations) which was spent by the authority (including transferring it to another person to spend);	<i>£1,518,646.95</i>
3(g)	in relation to money (received under planning obligations) which was allocated by the authority but not spent during the reporting year, summary details of the items of infrastructure on which the money has been allocated, and the amount of money allocated to each item;	<i>See appendix 3</i>
3(h)	in relation to money (received under planning obligations) which was spent by the authority during the reporting year (including transferring it to another person to spend), summary details of—	
3(h)(i)	the items of infrastructure on which that money (received under planning obligations) was spent, and the amount spent on each item;	<i>See appendix 4</i>
3(h)(ii)	the amount of money (received under planning obligations) spent on repaying money borrowed, including any interest, with details of the items of infrastructure which that money was used to provide (wholly or in part);	<i>£0</i>
3(h)(iii)	the amount of money (received under planning obligations) spent in respect of monitoring (including reporting under regulation 121A) in relation to the delivery of planning obligations;	<i>£21,124.04</i>
3(i)	the total amount of money (received under any planning obligations) during any year which was retained at the end of the reporting year, and where any of the retained money has been allocated for the purposes of longer term maintenance (“commuted sums”), also identify separately the total amount of commuted sums held.	<i>£19,729,405.30</i> <i>TOTAL</i> <i>£4,917,409.36</i> <i>Commuted Sums</i>

This page is intentionally left blank

IFS April 2024 – March 2025

CHERWELL DISTRICT COUNCIL

Infrastructure Funding Statement 24-25 Appendices

1 April 2024 – 31 March 2025

Page 69

Published December 2025



Cherwell
DISTRICT COUNCIL
NORTH OXFORDSHIRE

List of Appendices:

Appendix 1: Developer agreements entered into

Page: 3

Appendix 2a: Developer contributions secured (by category)

Page: 7

Appendix 2b: Developer contributions secured (by area / application)

Page: 14

Appendix 3: Developer contributions received**Page: 20**

Parish	Reference	Contribution Detail	Amount Received
Affordable Housing			
Bicester	09/01592/OUT	Rentplus Disposal	£17,250.00
Bicester	23/01771/F	Affordable Housing Contribution	£10,000.00
TOTAL			£27,250.00
Biodiversity			
Bicester	14/02121/OUT	Biodiversity Contribution	£77,770.04
Bicester	21/03177/F	Biodiversity Contribution	£10,324.90
TOTAL			£88,094.94
Community Development			
Bicester	14/02121/OUT	Community Development Worker	£88,130.40
Bicester	14/02121/OUT	Development Fund Contribution	£11,257.99
TOTAL			£99,388.39
Community Facilities			
Adderbury	19/00963/OUT	Community Hall Contribution	£38,083.99
Ambrosden	18/02056/OUT	Leisure Centre Contribution	£81,859.68
		Community Hall Contribution	£132,405.44
Banbury	18/00273/OUT	Community Hall Contribution	£15,152.07
Banbury	20/01643/OUT	Community Hall Contribution	£80,391.47
Bicester	11/01494/OUT	Community Centre Contribution	£1,685,700.39
Bicester	23/01771/F	Community Hall Contribution	£2,100.00
TOTAL			£2,035,693.04
Health			
Adderbury	19/00963/OUT	Healthcare Contribution	£26,365.84
Banbury	18/00273/OUT	Healthcare Contribution	£94,961.45
Banbury	20/01643/OUT	Healthcare Contribution	£53,643.99
TOTAL			£174,971.28

Monitoring Fees			
Adderbury	21/01966/F	Monitoring Fee	£1,100.00
Adderbury	22/00203/OUT	Monitoring Fee	£5,500.00
Banbury	19/01047/OUT	Monitoring Fee	£11,000.00
Banbury	21/03426/OUT	Monitoring Fee	£1,000.00
Banbury	22/02101/OUT	Monitoring and Administration Costs	£3,000.00
Banbury	22/03868/OUT	Monitoring Fee	£1,283.39
Banbury	23/00853/OUT	Monitoring Fee	£1,000.00
Bicester	14/02121/OUT	Monitoring and Admin	£16,558.83
Bicester	24/00214/F	Monitoring	£1,000.00
Heyford	22/03063/F	Monitoring and Administration	£5,000.00
Kidlington	22/00017/F	Monitoring Fee Contribution	£1,500.00
Wroxton	23/00130/F	Monitoring Fee	£1,000.00
Yarnton	21/03522/OUT	Monitoring Fee	£500.00
TOTAL			£49,442.22
Open Space			
Adderbury	19/00963/OUT	Management Company Monitoring Payment	£4,631.51
Banbury	13/00159/OUT	LAP Commuted Sum	£51,637.00
TOTAL			£56,268.51
Police			
Banbury	14/01932/OUT	Thames Valley Police Contribution	£19,933.51
Banbury	19/00128/HYBRID	CCTV Maintenance Sum & Monitoring Fee	£44,401.77
TOTAL			£64,335.28
Public Art			
Bicester	21/03177/OUT	Public Art	£27,914.31
TOTAL			£27,914.31
Refuse			
Adderbury	19/00963/OUT	Refuse Contribution	£2,812.96
Ambrosden	18/02056/OUT	Refuse Bins and Recycling Contribution	£10,392.43

Banbury	18/00273/OUT	Refuse Bins Contribution	£11,650.36
Banbury	20/01643/OUT	Refuse Contribution	£6,777.72
Bicester	11/01494/OUT	Refuse Contribution	£26,571.26
Fritwell	19/00616/OUT	Refuse Contribution	£3,532.91
Heyford Park	18/00825/HYBRID	Refuse Collection	£15,416.57
Hook Norton	18/01894/OUT	Refuse	£3,159.31
Hook Norton	20/00286/F	Refuse Bin Contribution	£1,425.08
TOTAL			£81,738.60
Sports			
Adderbury	19/00963/OUT	Off-site Indoor Sports Facilities Contribution	£24,558.28
		Off-site Outdoor Sports Facilities Contribution	£51,115.61
Ambrosden	18/02056/OUT	Off-Site Sports Contribution	£197,753.23
Banbury	14/01932/OUT	Off-site Indoor Sports Facilities Contribution	£97,546.13
Banbury	18/00273/OUT	Off-site Indoor Contribution	£91,768.60
		Off-site Outdoor Sports Contribution	£221,689.93
Banbury	20/01643/OUT	Off-site Indoor Sports Facilities Contribution	£51,840.14
		Off-site Outdoor Sports Facilities Contribution	£125,233.25
Bicester	23/01771/F	Indoor Sports Contribution	£1,600.00
		Outdoor Sports Contribution	£6,300.00
TOTAL			£869,405.18
GRAND TOTAL			£3,574,501.75

Appendix 4: Developer contributions allocated

Page: 23

Appendix 5: Developer contributions spent

Page: 26

Appendix 6: Affordable housing

Page: 30

Appendix 1: Developer agreements entered into

Planning Application	Signed Date	Parish	Location	Description of Development	Agreement Type	Site size (Ha)	Dwellings (net)
22/02866/OUT	19/04/2024	Ambrosden	Land East Of Ploughley Road Ambrosden	OUTLINE planning application for up to 120 dwellings, vehicular and pedestrian access off Ploughley Road, new pedestrian access to West Hawthorn Road, surface water drainage, foul water drainage, landscaping, public open space, biodiversity and associated infrastructure. Access off Ploughley Road is not reserved for future consideration	S106 Agreement	9.76	120
23/02854/M106	25/04/2024	Upper Heyford	The Old Post House Camp Road Upper Heyford Bicester OX25 5LJ	Discharge of Section 106 to 04/02705/F	S106 Deed of Release	0.2	0
24/00659/M106	30/04/2024	Banbury	Land West of Hardwick Lodge Southam Road Banbury	Modification of Section 106 of the Town and Country Planning Act 1990 dated 12 November 2018 - 1. Amend the open space provisions; 2. Amend the scheme in order that it is fully affordable. That has already been agreed, in principle, by the housing enabler	S106 Deed of Variation	5.97	0
22/00017/F	03/05/2024	Kidlington	1 Bicester 1 Bicester Road Kidlington OX5 2LA	Demolition of existing vehicle showroom and associated garages. Erection of 2 new housing blocks containing total of 15 flats including car parking and ancillary supporting uses with landscaping	S106 Agreement	0.23	15
21/03426/OUT	07/05/2024	Banbury	Land Opposite Hanwell Fields Recreation Adj To Dukes Meadow	Outline planning application for up to 78 dwellings and associated open space with all matters reserved other than access	S106 Agreement	3.64	78

			Drive Banbury				
22/03868/OUT	11/06/2024	Banbury	Land West Adj To Salt Way And West Of, Bloxham Road, Banbury	Development of up to 60 homes including open space provision, parking, landscaping, drainage and associated works, with All Matters Reserved (appearance, landscaping, layout and scale) except for Access	S106 Undertaking	3.47	60
23/02183/M106	26/06/2024	Stratton Audley	West Farm Launton Road Stratton Audley OX27 9AS	Proposed release of S106 agreement relating to Land at West Farm, Launton Road, Stratton Audley in relation to planning approval 98/00600/F	S106 Deed of Release	20.61	0
22/00747/OUT	19/09/2024	Gosford and Water Eaton	Land At Bicester Road Kidlington	Outline planning application for the development of up to 370 homes, public open space (including play areas and woodland planting), sports pitches and pavilion, drainage and engineering works, with all matters reserved (appearance, landscaping, layout and scale) except for vehicular and emergency accesses to Bicester Road.	S106 Agreement	28.01	370
22/03217/M106	04/10/2024	Bicester	Sites B C D And E MOD Bicester Murcott Road Upper Arcott	To amend schedule 8 (play areas) of the S106 Agreement for 21/03749/F (originally 11/01494/OUT) - play areas will now comprise 4 x LAPs (numbers 1,2, 3 & 4) and 2 x LEAPs (numbers 701 & 702) in Phase 1, and 2 x LEAPs and 2 x NEAPs in Phase 2.	S106 Deed of Variation	290.7	0
23/03569/M106	11/10/2024	Deddington	Hempton Gate Land North Of Hempton Road And West Of Wimborn Close Deddington	Modification of the Section 106 obligation for the application 22/02570/REM in connection with affordable housing – specifically to amend the tenure of the five affordable units to Discounted Market Sale Housing	S106 Deed of Variation	0.82	0
22/03513/F	04/11/2024	Bicester	Land North And South Of Pingle Drive Bicester	Redevelopment of site to provide a new public park, a car and cycle hub with electric vehicle charging and additional guest services, retail and food and beverage floorspace with associated access, parking, drainage and landscaping.	S106 Agreement	7.35	0

22/00203/OUT	19/12/2024	Adderbury	Land To Rear Of St Marys House Adj To Henge Close Adderbury Banbury OX17 3GA	Outline application for the erection of up to 10no houses, with all matters reserved except access	S106 Agreement	0.8	10
21/01966/F	23/12/2024	Adderbury	Land To Rear Of Gracewell Care Home, Gardner Way, Adderbury	The erection of 18 dwellings and access road	S106 Agreement	1.25	18
24/03255/M106	30/12/2024	Heyford Park	Heyford Park, Camp Road, Upper Heyford, Bicester, OX25 5HD	Modification of S106 in relation to a Completed Planning Obligation Dated 22nd December 2011 attached to outline PP 10/01642/OUT	S106 Deed of Variation	76.37	0
23/00130/F	27/01/2025	Wroxton	Laurels Farm, Dark Lane, Wroxton, Banbury, OX15 6QQ	Demolition of 3no existing barns followed by the erection of 9no new dwellings; conversion and alterations to existing barn to form 1no dwelling; formation of new primary access from Newington Road, parking, landscaping and other associated works	S106 Agreement	1.06	10
21/02930/M106	27/02/2025	Weston-on-the-Green	Land North Of Oak View Northampton Road Weston On The Green	Request for variation to S106 for 13/01796/OUT	S106 Deed of Variation	0.89	0
19/01047/OUT	05/03/2025	Banbury	Land North East Of Oxford Road West Of Oxford Canal And East Of Bankside Banbury	Outline planning application for a residential development of up to 820 dwellings; green infrastructure including formal (playing fields with changing rooms, allotments) and informal open space; landscaping and associated infrastructure including a balancing pond; on land off the A4260, with access off the existing Longford Park access off the A4260 (Oxford Road), and a new access off the A4260 (Banbury Road).	S106 Agreement	37.14	820

				All matters of detail reserved, save for access. - Hallam Land Management			
22/03063/F	12/03/2025	Heyford Park	Land East Of Larsen Road Heyford Park	Erection of 123 dwellings with access from Camp Road, provision of public open space and associated infrastructure.	S106 Agreement	4.07	123
25/00346/M106	31/03/2025	Banbury	Brooklands Development OS Parcel 3900 Adjoining Foxhill and West of Southam Road Banbury	Modification of Section 106 (18/00273/OUT): Amendment to the pre-occupation condition on the s278 works pursuant to Outline Planning Permission 18/00273/OUT	S106 Deed of Variation	5.97	0
TOTAL DWELLINGS							1624

Appendix 2a: Developer contributions secured (by category)

Planning Ref.	Parish	Contribution Detail	Amount (£)	Quantity (units)	Area
Affordable Housing					
21/01966/F	Adderbury	Additional Sum	<i>viability clause</i>		
	Adderbury	Affordable Housing Commuted Sum	<i>viability clause</i>		
	Adderbury	Affordable Housing		<i>viability clause</i>	
21/03426/OUT	Banbury	Additional First Homes Contribution	<i>viability clause</i>		
	Banbury	Affordable Housing		24	
22/00017/F	Kidlington	Affordable Housing Commuted Sum Contribution	<i>viability clause</i>		
	Kidlington	Affordable Housing		<i>viability clause</i>	
22/00747/OUT	Gosford and Water Eaton	Affordable Housing		185	
	Gosford and Water Eaton	Additional First Homes Contribution	TBD		
22/02866/OUT	Ambrosden	Affordable Housing		42	
	Ambrosden	Additional First Homes Contribution	TBD		
22/03063/F	Heyford Park	Additional First Homes Contribution	TBD		
	Heyford Park	Affordable Housing		37	
22/03868/OUT	Banbury	Affordable Housing		21	
	Banbury	Additional First Homes Contribution	TBD		
Biodiversity					
21/01966/F	Adderbury	Off-Site BNG		TBD	
	Adderbury	BNG Monitoring Fee	£3,000.00		
	Adderbury	On-Site BNG		TBD	
21/03426/OUT	Banbury	LEMP		1	
22/00203/OUT	Adderbury	LEMP Monitoring Sum	£19,080.00		

	Adderbury	LEMP		1	
	Adderbury	BNG Monitoring Fee	£3,000.00		
	Adderbury	Biodiversity Enhancement Scheme		1	
22/00747/OUT	Gosford and Water Eaton	LEMP		1	
	Gosford and Water Eaton	LEMP Monitoring Sum	£19,500.00		
22/02866/OUT	Ambrosden	LEMP		1	
22/03063/F	Heyford Park	LEMP		1	
	Heyford Park	LEMP Monitoring Sum	£24,880.32		
	Heyford Park	Habitat Management and Monitoring Plan		1	
	Heyford Park	On-Site BNG		TBD	
	Heyford Park	Off-site BNG		TBD	
	Heyford Park	Completion Report (BNG)		1	
22/03868/OUT	Banbury	LEMP		1	
	Banbury	LEMP Monitoring Sum	£24,880.22		
TOTAL			£94,340.54		
Burial Grounds					
19/01047/OUT	Banbury	Cemetery Contribution	£10,122.00		
TOTAL			£10,122.00		
Community Development					
19/01047/OUT	Banbury	Community Development Fund Contribution	£4,000.00		
	Banbury	Community Development Worker Contribution	£65,941.26		
21/03426/OUT	Banbury	Community Hall Facilities Contribution	£89,178.26		
22/00747/OUT	Gosford and Water Eaton	Community Development Worker Contribution	£33,877.36		
	Gosford and Water Eaton	Community Development Fund Contribution	£16,650.00		
22/02866/OUT	Ambrosden	Community Development Fund Contribution	£5,400.00		
	Ambrosden	Community Development Contribution	£17,395.74		
22/03063/F	Heyford Park	Community Development Worker Contribution	£17,631.04		

TOTAL			£250,073.66		
Community Facilities					
21/01966/F	Adderbury	Community Hall Contribution	£19,831.18		
22/00017/F	Kidlington	Community Hall Facilities Contribution	£11,128.00		
22/00203/OUT	Adderbury	Community Hall Facilities Contribution	£11,442.02		
22/00747/OUT	Gosford and Water Eaton	Community Hall Contribution	£423,033.32		
22/02866/OUT	Ambrosden	Community Hall Contribution	£132,240.96		
22/03063/F	Heyford Park	Community Hall Contribution	£159,461.20		
22/03868/OUT	Banbury	Community Hall Contribution	£65,760.00		
23/00130/F	Wroxton	Community Hall Contribution	£11,442.02		
TOTAL			£834,338.70		
Green Infrastructure					
19/01047/OUT	Banbury	Allotment Works			0.75ha
Health					
22/00747/OUT	Gosford and Water Eaton	OCCG Contribution	£319,680.00		
22/02866/OUT	Ambrosden	NHS Contribution	£103,680.00		
22/03063/F	Heyford Park	OCCG Contribution	£108,864.00		
22/03868/OUT	Banbury	Health Contribution	£51,840.00		
TOTAL			£584,064.00		
Monitoring Fees					
19/01047/OUT	Banbury	Monitoring and Administration Costs	£11,000.00		
21/01966/F	Adderbury	District Council Monitoring Fee	£1,100.00		
21/03426/OUT	Banbury	Monitoring and Administration Costs	£1,000.00		
22/00017/F	Kidlington	Monitoring and Administration Costs	£1,500.00		
22/00203/OUT	Adderbury	District Council Monitoring Fee	£5,500.00		
22/00747/OUT	Gosford and Water Eaton	Monitoring and Administration Costs	£10,000.00		
22/02866/OUT	Ambrosden	Monitoring and Administration Costs	£5,000.00		

22/03063/F	Heyford Park	Monitoring and Administration Costs	£5,000.00		
22/03513/F	Bicester	Monitoring and Administration Costs	£5,500.00		
22/03868/OUT	Banbury	District Council Monitoring Fee	£2,500.00		
23/00130/F	Wroxton	District Council Monitoring Fee	£1,000.00		
TOTAL			£49,100.00		
Open Space and Leisure					
19/01047/OUT	Banbury	LEAP		2	
	Banbury	MUGA		1	
	Banbury	NEAP		1	
	Banbury	Open Space			TBD
	Banbury	Management Scheme		1	
21/03426/OUT	Banbury	Combined LAP/LEAP		1	3500sqm
	Banbury	Combined LAP/LEAP Commuted Sum	£179,549.95		
	Banbury	Management Company Default Deposit	TBD		
	Banbury	Management Company Forward Funding Deposit	TBD		
	Banbury	Management Company Landscaping Monitoring Payment	£15,000.00		
	Banbury	Open Space Commuted Sum		1	
	Banbury	Play Area Signage Commuted Sum	£1,500.00		
	Banbury	Open Space		1	
22/00203/OUT	Adderbury	LAP Commuted Sum	£39,114.90		
	Adderbury	Management Company Default Deposit	£10,000.00		
	Adderbury	Management Company Forward Funding Deposit	£5,000.00		
	Adderbury	Open Space Commuted Sum	TBD		
	Adderbury	Open Space			TBD
22/00747/OUT	Gosford and Water Eaton	Open Space Contribution			
	Gosford and Water Eaton	Combined LAP LEAP		1	500sqm
	Gosford and Water Eaton	Combined LEAP NEAP MUGA		1	2400sqm

	Gosford and Water Eaton	Combined LAP LEAP Commuted Sum	£179,549.95		
	Gosford and Water Eaton	Combined LEAP NEAP MUGA Commuted Sum	£540,048.31		
	Gosford and Water Eaton	Management Company Default Deposit	TBD		
	Gosford and Water Eaton	Management Company Structure Scheme		1	
	Gosford and Water Eaton	Open Space Commuted Sum	TBD		
	Gosford and Water Eaton	Play Area Signage	£3,816.00		
22/02866/OUT	Ambrosden	LAP/LEAP Combined		1	3500sqm
	Ambrosden	LAP/LEAP Combined Commuted Sum	£228,387.53		
	Ambrosden	Open Space			TBD
	Ambrosden	Open Space Commuted Sum	TBD		
22/03063/F	Heyford Park	LAP/LEAP Combined		1	500sqm
	Heyford Park	LAP/LEAP Combined Commuted Sum	£235,499.92		
	Heyford Park	LAP/LEAP Combined Signage Sum	£4,976.08		
	Heyford Park	Open Space			TBD
	Heyford Park	Open Space Commuted Sum	TBD		
	Heyford Park	Management Scheme		1	
22/03217/M106	Bicester	Lap Commuted Sum	£122,480.00		
22/03513/F	Bicester	Public Park			TBD
	Bicester	Public Park Management Strategy		1	
	Bicester	Public Park Scheme		1	
22/03868/OUT	Banbury	LAP/LEAP Combined		1	500sqm
	Banbury	LAP/LEAP Combined Commuted Sum	£235,499.92		
	Banbury	Open Space			TBD
	Banbury	Open Space Commuted Sum	TBD		
	Banbury	Management Company Default Deposit	TBD		

	Banbury	Management Company Structure Scheme		1	
TOTAL			£1,800,422.56		
Police					
22/00747/OUT	Gosford and Water Eaton	Thames Valley Police Contribution	£52,607.40		
22/03063/F	Heyford Park	Thames Valley Police Contribution	£24,370.00		
TOTAL			£76,977.40		
Public Art					
21/03426/OUT	Banbury	Public Art and Public Realm Contribution	£17,472.00		
22/00747/OUT	Gosford and Water Eaton	Public Art, Public Realm and Cultural Wellbeing Contribution	£82,880.00		
22/02866/OUT	Ambrosden	Public Art Contribution	£26,880.00		
22/03063/F	Heyford Park	Public Art and Public realm Contribution	£28,224.00		
22/03868/OUT	Banbury	Public Art Contribution	£13,560.00		
TOTAL			£169,016.00		
Refuse					
19/01047/OUT	Banbury	Waste and Recycling Contribution	£91,020.00		
21/03426/OUT	Banbury	Refuse Contribution	£8,268.00		
22/00203/OUT	Adderbury	Bins Contribution	£1,060.00		
22/02866/OUT	Ambrosden	Bins Contribution	£12,720.00		
22/03063/F	Heyford Park	Bin Collection Contribution	£13,653.00		
TOTAL			£126,721.00		
Sports					
19/01047/OUT	Banbury	Indoor Sports Contribution	£688,831.11		
	Banbury	Sports Pavilion and Car Park			2.73ha
	Banbury	Sports Pitches		3	2.3ha
21/01966/F	Adderbury	Indoor Sports Contribution	£14,485.82		
	Adderbury	Sports and Community Facilities Contribution	£30,000.00		
	Adderbury	Outdoor Sports Contribution	£36,306.54		
21/03426/OUT	Banbury	Off-site Indoor Sports Facilities	£65,125.85		

	Banbury	Off-site Outdoor Sports Facilities Contribution	£157,328.34		
22/00017/F	Kidlington	Off-site Outdoor Sports Facilities Contribution	£5,557.76		
	Kidlington	Off-site Indoor Sports Facilities Contribution	£3,160.56		
22/00203/OUT	Adderbury	Off Site Outdoor Sports Contribution	£20,170.30		
	Adderbury	Off Site Indoor Sports Contribution	£8,349.47		
22/00747/OUT	Gosford and Water Eaton	Indoor Sports Contribution	£308,930.32		
	Gosford and Water Eaton	Pavilion		1	
	Gosford and Water Eaton	Sports Pitch			4ha
22/02866/OUT	Ambrosden	Indoor Sports Contribution	£96,572.16		
	Ambrosden	Outdoor Sports Contribution	£242,043.60		
22/03063/F	Heyford Park	Off-site Indoor Sports Facilities Contribution	£121,258.42		
	Heyford Park	Off-site Outdoor Sports Facilities Contribution	£254,145.78		
22/03868/OUT	Banbury	Outdoor Sport Contribution	£121,022.00		
	Banbury	Indoor Sport Contribution	£50,096.81		
23/00130/F	Wroxton	Indoor Sports Contribution	£8,349.47		
	Wroxton	Outdoor Sports Contribution	£20,170.03		
TOTAL			£2,251,904.34		
Training and Employment					
22/02866/OUT	Ambrosden	TEMP		1	
22/03063/F	Heyford Park	Employment Skills and Training Plan		1	
22/03513/F	Bicester	Phase 1 TEMP		1	
	Bicester	Phase 2 TEMP		1	
22/03868/OUT	Banbury	TEMP		1	
GRAND TOTAL			£6,247,080.20		

Appendix 2b: Developer contributions secured (by area / application)

Planning Ref.	IFS Category	Contribution Detail	Amount (£)	Quantity (units)	Area
Adderbury					
21/01966/F	Affordable Housing	Additional Sum	<i>viability clause</i>		
	Affordable Housing	Affordable Housing Commuted Sum	<i>viability clause</i>		
	Affordable Housing	Affordable Housing		<i>viability clause</i>	
	Biodiversity	Off-Site BNG		<i>TBD</i>	
	Biodiversity	BNG Monitoring Fee	£3,000.00		
	Biodiversity	On-Site BNG		<i>TBD</i>	
	Community Facilities	Community Hall Contribution	£19,831.18		
	Monitoring Fees	District Council Monitoring Fee	£1,100.00		
	Sports	Indoor Sports Contribution	£14,485.82		
	Sports	Sports and Community Facilities Contribution	£30,000.00		
	Sports	Outdoor Sports Contribution	£36,306.54		
22/00203/OUT	Biodiversity	LEMP Monitoring Sum	£19,080.00		
	Biodiversity	LEMP		<i>1</i>	
	Biodiversity	BNG Monitoring Fee	£3,000.00		
	Biodiversity	Biodiversity Enhancement Scheme		<i>1</i>	
	Community Facilities	Community Hall Facilities Contribution	£11,442.02		
	Monitoring Fees	District Council Monitoring Fee	£5,500.00		
	Open Space	LAP Commuted Sum	£39,114.90		
	Open Space	Management Company Default Deposit	£10,000.00		
	Open Space	Management Company Forward Funding Deposit	£5,000.00		
	Open Space	Open Space Commuted Sum	<i>TBD</i>		
	Open Space	Open Space			<i>TBD</i>
	Refuse	Bins Contribution	£1,060.00		
	Sports	Off Site Outdoor Sports Contribution	£20,170.30		
	Sports	Off Site Indoor Sports Contribution	£8,349.47		

Ambrosden					
22/02866/OUT	Affordable Housing	Affordable Housing		42	
	Affordable Housing	Additional First Homes Contribution	TBD		
	Biodiversity	LEMP		1	
	Community Development	Community Development Fund Contribution	£5,400.00		
	Community Development	Community Development Contribution	£17,395.74		
	Community Facilities	Community Hall Contribution	£132,240.96		
	Health	NHS Contribution	£103,680.00		
	Monitoring Fees	Monitoring and Administration Costs	£5,000.00		
	Open Space	LAP/LEAP Combined		1	3500sqm
	Open Space	LAP/LEAP Combined Commuted Sum	£228,387.53		
	Open Space	Open Space			TBD
	Open Space	Open Space Commuted Sum	TBD		
	Public Art	Public Art Contribution	£26,880.00		
	Refuse	Bins Contribution	£12,720.00		
	Sports	Indoor Sports Contribution	£96,572.16		
	Sports	Outdoor Sports Contribution	£242,043.60		
	Training and Employment	TEMP		1	
Banbury					
19/01047/OUT	Burial Grounds	Cemetery Contribution	£10,122.00		
	Community Development	Community Development Fund Contribution	£4,000.00		
	Community Development	Community Development Worker Contribution	£65,941.26		
	Green Infrastructure	Allotment Works			0.75ha
	Misc	Monitoring and Administration Costs	£11,000.00		
	Open Space	LEAP		2	
	Open Space	MUGA		1	
	Open Space	NEAP		1	
	Open Space	Open Space			TBD
	Open Space	Management Scheme		1	
	Refuse	Waste and Recycling Contribution	£91,020.00		
	Sports	Indoor Sports Contribution	£688,831.11		

	Sports	Sports Pavilion and Car Park			2.73ha
	Sports	Sports Pitches		3	2.3ha
21/03426/OUT	Affordable Housing	Additional First Homes Contribution	<i>viability clause</i>		
	Affordable Housing	Affordable Housing		24	
	Biodiversity	LEMP		1	
	Community Development	Community Hall Facilities Contribution	£89,178.26		
	Monitoring Fees	Monitoring and Administration Costs	£1,000.00		
	Open Space	Combined LAP/LEAP		1	3500sqm
	Open Space	Combined LAP/LEAP Commuted Sum	£179,549.95		
	Open Space	Management Company Default Deposit	<i>TBD</i>		
	Open Space	Management Company Forward Funding Deposit	<i>TBD</i>		
	Open Space	Management Company Landscaping Monitoring Payment	£15,000.00		
	Open Space	Open Space Commuted Sum		1	
	Open Space	Play Area Signage Commuted Sum	£1,500.00		
	Open Space	Open Space		1	
	Public Art	Public Art and Public Realm Contribution	£17,472.00		
	Refuse	Refuse Contribution	£8,268.00		
	Sports	Off-site Indoor Sports Facilities	£65,125.85		
	Sports	Off-site Outdoor Sports Facilities Contribution	£157,328.34		
22/03868/OUT	Affordable Housing	Affordable Housing		21	
	Affordable Housing	Additional First Homes Contribution	<i>TBD</i>		
	Biodiversity	LEMP		1	
	Biodiversity	LEMP Monitoring Sum	£24,880.22		
	Community Facilities	Community Hall Contribution	£65,760.00		
	Health	Health Contribution	£51,840.00		
	Monitoring Fees	District Council Monitoring Fee	£2,500.00		
	Open Space	LAP/LEAP Combined		1	500sqm
	Open Space	LAP/LEAP Combined Commuted Sum	£235,499.92		
	Open Space	Open Space			<i>TBD</i>
	Open Space	Open Space Commuted Sum	<i>TBD</i>		

	Open Space	Management Company Default Deposit	TBD		
	Open Space	Management Company Structure Scheme		1	
	Public Art	Public Art Contribution	£13,560.00		
	Sports	Outdoor Sport Contribution	£121,022.00		
	Sports	Indoor Sport Contribution	£50,096.81		
	Training and Employment	TEMP		1	
Bicester					
22/03217/M106	Open Space	Lap Commuted Sum	£122,480.00		
22/03513/F	Monitoring Fees	Monitoring and Administration Costs	£5,500.00		
	Open Space	Public Park			TBD
	Open Space	Public Park Management Strategy		1	
	Open Space	Public Park Scheme		1	
	Training and Employment	Phase 1 TEMP		1	
	Training and Employment	Phase 2 TEMP		1	
Gosford and Water Eaton					
22/00747/OUT	Affordable Housing	Affordable Housing		185	
	Affordable Housing	Additional First Homes Contribution	TBD		
	Biodiversity	LEMP		1	
	Biodiversity	LEMP Monitoring Sum	£19,500.00		
	Community Development	Community Development Worker Contribution	£33,877.36		
	Community Development	Community Development Fund Contribution	£16,650.00		
	Community Facilities	Community Hall Contribution	£423,033.32		
	Health	OCCG Contribution	£319,680.00		
	Monitoring Fees	Monitoring and Administration Costs	£10,000.00		
	Open Space	Open Space Contribution			
	Open Space	Combined LAP LEAP		1	500sqm
	Open Space	Combined LEAP NEAP MUGA		1	2400sqm
	Open Space	Combined LAP LEAP Commuted Sum	£179,549.95		
	Open Space	Combined LEAP NEAP MUGA Commuted Sum	£540,048.31		
	Open Space	Management Company Default Deposit	TBD		
	Open Space	Management Company Structure Scheme		1	

	Open Space	Open Space Commuted Sum	TBD		
	Open Space	Play Area Signage	£3,816.00		
	Police	Thames Valley Police Contribution	£52,607.40		
	Public Art	Public Art, Public Realm and Cultural Wellbeing Contribution	£82,880.00		
	Sports	Indoor Sports Contribution	£308,930.32		
	Sports	Pavilion		1	
	Sports	Sports Pitch			4ha
Heyford Park					
22/03063/F	Affordable Housing	Additional First Homes Contribution	TBD		
	Affordable Housing	Affordable Housing		37	
	Biodiversity	LEMP		1	
	Biodiversity	LEMP Monitoring Sum	£24,880.32		
	Biodiversity	Habitat Management and Monitoring Plan		1	
	Biodiversity	On-Site BNG		TBD	
	Biodiversity	Off-site BNG		TBD	
	Biodiversity	Completion Report (BNG)		1	
	Community Development	Community Development Worker Contribution	£17,631.04		
	Community Facilities	Community Hall Contribution	£159,461.20		
	Health	OCCG Contribution	£108,864.00		
	Monitoring Fees	Monitoring and Administration Costs	£5,000.00		
	Open Space	LAP/LEAP Combined		1	500sqm
	Open Space	LAP/LEAP Combined Commuted Sum	£235,499.92		
	Open Space	LAP/LEAP Combined Signage Sum	£4,976.08		
	Open Space	Open Space			TBD
	Open Space	Open Space Commuted Sum	TBD		
	Open Space	Management Scheme		1	
	Police	Thames Valley Police Contribution	£24,370.00		
	Public Art	Public Art and Public realm Contribution	£28,224.00		
	Refuse	Bin Collection Contribution	£13,653.00		
	Sports	Off-site Indoor Sports Facilities Contribution	£121,258.42		
	Sports	Off-site Outdoor Sports Facilities Contribution	£254,145.78		

	Training and Employment	Employment Skills and Training Plan		1	
Kidlington					
22/00017/F	Affordable Housing	Affordable Housing Commuted Sum Contribution	viability clause		
	Affordable Housing	Affordable Housing		viability clause	
	Community Facilities	Community Hall Facilities Contribution	£11,128.00		
	Monitoring Fees	Monitoring and Administration Costs	£1,500.00		
	Sports	Off-site Outdoor Sports Facilities Contribution	£5,557.76		
	Sports	Off-site Indoor Sports Facilities Contribution	£3,160.56		
Wroxton					
23/00130/F	Community Facilities	Community Hall Contribution	£11,442.02		
	Monitoring Fees	District Council Monitoring Fee	£1,000.00		
	Sports	Indoor Sports Contribution	£8,349.47		
	Sports	Outdoor Sports Contribution	£20,170.03		

Appendix 3: Developer contributions received

Parish	Reference	Contribution Detail	Amount Received
Affordable Housing			
Bicester	09/01592/OUT	Rentplus Disposal	£17,250.00
Bicester	23/01771/F	Affordable Housing Contribution	£10,000.00
TOTAL			£27,250.00
Biodiversity			
Bicester	14/02121/OUT	Biodiversity Contribution	£77,770.04
Bicester	21/03177/F	Biodiversity Contribution	£10,324.90
TOTAL			£88,094.94
Community Development			
Bicester	14/02121/OUT	Community Development Worker	£88,130.40
Bicester	14/02121/OUT	Development Fund Contribution	£11,257.99
TOTAL			£99,388.39
Community Facilities			
Adderbury	19/00963/OUT	Community Hall Contribution	£38,083.99
Ambrosden	18/02056/OUT	Leisure Centre Contribution	£81,859.68
		Community Hall Contribution	£132,405.44
Banbury	18/00273/OUT	Community Hall Contribution	£15,152.07
Banbury	20/01643/OUT	Community Hall Contribution	£80,391.47
Bicester	11/01494/OUT	Community Centre Contribution	£1,685,700.39
Bicester	23/01771/F	Community Hall Contribution	£2,100.00
TOTAL			£2,035,693.04
Health			
Adderbury	19/00963/OUT	Healthcare Contribution	£26,365.84
Banbury	18/00273/OUT	Healthcare Contribution	£94,961.45
Banbury	20/01643/OUT	Healthcare Contribution	£53,643.99

TOTAL			£174,971.28
Monitoring Fees			
Adderbury	21/01966/F	Monitoring Fee	£1,100.00
Adderbury	22/00203/OUT	Monitoring Fee	£5,500.00
Banbury	19/01047/OUT	Monitoring Fee	£11,000.00
Banbury	21/03426/OUT	Monitoring Fee	£1,000.00
Banbury	22/02101/OUT	Monitoring and Administration Costs	£3,000.00
Banbury	22/03868/OUT	Monitoring Fee	£1,283.39
Banbury	23/00853/OUT	Monitoring Fee	£1,000.00
Bicester	14/02121/OUT	Monitoring and Admin	£16,558.83
Bicester	24/00214/F	Monitoring	£1,000.00
Heyford	22/03063/F	Monitoring and Administration	£5,000.00
Kidlington	22/00017/F	Monitoring Fee Contribution	£1,500.00
Wroxton	23/00130/F	Monitoring Fee	£1,000.00
Yarnton	21/03522/OUT	Monitoring Fee	£500.00
TOTAL			£49,442.22
Open Space			
Adderbury	19/00963/OUT	Management Company Monitoring Payment	£4,631.51
Banbury	13/00159/OUT	LAP Commuted Sum	£51,637.00
TOTAL			£56,268.51
Police			
Banbury	14/01932/OUT	Thames Valley Police Contribution	£19,933.51
Banbury	19/00128/HYBRID	CCTV Maintenance Sum & Monitoring Fee	£44,401.77
TOTAL			£64,335.28
Public Art			
Bicester	21/03177/OUT	Public Art	£27,914.31
TOTAL			£27,914.31
Refuse			
Adderbury	19/00963/OUT	Refuse Contribution	£2,812.96

Ambrosden	18/02056/OUT	Refuse Bins and Recycling Contribution	£10,392.43
Banbury	18/00273/OUT	Refuse Bins Contribution	£11,650.36
Banbury	20/01643/OUT	Refuse Contribution	£6,777.72
Bicester	11/01494/OUT	Refuse Contribution	£26,571.26
Fritwell	19/00616/OUT	Refuse Contribution	£3,532.91
Heyford Park	18/00825/HYBRID	Refuse Collection	£15,416.57
Hook Norton	18/01894/OUT	Refuse	£3,159.31
Hook Norton	20/00286/F	Refuse Bin Contribution	£1,425.08
TOTAL			£81,738.60
Sports			
Adderbury	19/00963/OUT	Off-site Indoor Sports Facilities Contribution	£24,558.28
		Off-site Outdoor Sports Facilities Contribution	£51,115.61
Ambrosden	18/02056/OUT	Off-Site Sports Contribution	£197,753.23
Banbury	14/01932/OUT	Off-site Indoor Sports Facilities Contribution	£97,546.13
Banbury	18/00273/OUT	Off-site Indoor Contribution	£91,768.60
		Off-site Outdoor Sports Contribution	£221,689.93
Banbury	20/01643/OUT	Off-site Indoor Sports Facilities Contribution	£51,840.14
		Off-site Outdoor Sports Facilities Contribution	£125,233.25
Bicester	23/01771/F	Indoor Sports Contribution	£1,600.00
		Outdoor Sports Contribution	£6,300.00
TOTAL			£869,405.18
GRAND TOTAL			£3,574,501.75

Appendix 4: Developer contributions allocated

Parish	Reference	Contribution Detail	Amount Received	Allocated To
Affordable Housing				
Bicester	09/01592/OUT	Rentplus Disposal	£17,250.00	Strategic Housing
Bicester	23/01771/F	Affordable Housing Contribution	£10,000.00	Strategic Housing
TOTAL			£27,250.00	
Biodiversity				
Bicester	14/02121/OUT	Biodiversity Contribution	£77,770.04	Planning
Bicester	21/03177/F	Biodiversity Contribution	£10,324.90	Planning
TOTAL			£88,094.94	
Community Development				
Bicester	14/02121/OUT	Development Fund Contribution	£11,257.99	Communities
TOTAL			£11,257.99	
Community Facilities				
Adderbury	19/00963/OUT	Community Hall Contribution	£38,083.99	Communities
Ambrosden	18/02056/OUT	Leisure Centre Contribution	£81,859.68	Communities
		Community Hall Contribution	£132,405.44	Communities
Banbury	18/00273/OUT	Community Hall Contribution	£15,152.07	Communities
Banbury	20/01643/OUT	Community Hall Contribution	£80,391.47	Communities
Bicester	11/01494/OUT	Community Centre Contribution	£1,685,700.39	Communities
Bicester	14/02121/OUT	Community Development Worker	£88,130.40	Communities
Bicester	23/01771/F	Community Hall Contribution	£2,100.00	Communities
TOTAL			£2,123,823.44	
Health				
Adderbury	19/00963/OUT	Healthcare Contribution	£26,365.84	BOB ICB
Banbury	18/00273/OUT	Healthcare Contribution	£94,961.45	BOB ICB
Banbury	20/01643/OUT	Healthcare Contribution	£53,643.99	BOB ICB

TOTAL			£174,971.28	
Monitoring Fees				
Adderbury	21/01966/F	Monitoring Fee	£1,100.00	Planning
Adderbury	22/00203/OUT	Monitoring Fee	£5,500.00	Planning
Banbury	19/01047/OUT	Monitoring Fee	£11,000.00	Planning
Banbury	21/03426/OUT	Monitoring Fee	£1,000.00	Planning
Banbury	22/02101/OUT	Monitoring and Administration Costs	£3,000.00	Planning
Banbury	22/03868/OUT	Monitoring Fee	£1,283.39	Planning
Banbury	23/00853/OUT	Monitoring Fee	£1,000.00	Planning
Bicester	14/02121/OUT	Monitoring and Admin	£16,558.83	Planning
Bicester	24/00214/F	Monitoring	£1,000.00	Planning
Heyford	22/03063/F	Monitoring and Administration	£5,000.00	Planning
Kidlington	22/00017/F	Monitoring Fee Contribution	£1,500.00	Planning
Wroxton	23/00130/F	Monitoring Fee	£1,000.00	Planning
Yarnton	21/03522/OUT	Monitoring Fee	£500.00	Planning
TOTAL			£49,442.22	
Open Space				
Adderbury	19/00963/OUT	Management Company Monitoring Payment	£4,631.51	Landscaping
Banbury	13/00159/OUT	LAP Commuted Sum	£51,637.00	Landscaping
TOTAL			£56,268.51	
Police				
Banbury	14/01932/OUT	Thames Valley Police Contribution	£19,933.51	Thames Valley Police
Banbury	19/00128/HYBRID	CCTV Maintenance Sum & Monitoring Fee	£44,401.77	Regulatory Services
TOTAL			£64,335.28	
Public Art				
Bicester	21/03177/OUT	Public Art	£27,914.31	Public Art Team
TOTAL			£27,914.31	
Refuse				
Adderbury	19/00963/OUT	Refuse Contribution	£2,812.96	Waste Collection

Ambrosden	18/02056/OUT	Refuse Bins and Recycling Contribution	£10,392.43	Waste Collection
Banbury	18/00273/OUT	Refuse Bins Contribution	£11,650.36	Waste Collection
Banbury	20/01643/OUT	Refuse Contribution	£6,777.72	Waste Collection
Bicester	11/01494/OUT	Refuse Contribution	£26,571.26	Waste Collection
Fritwell	19/00616/OUT	Refuse Contribution	£3,532.91	Waste Collection
Heyford Park	18/00825/HYBRID	Refuse Collection	£15,416.57	Waste Collection
Hook Norton	18/01894/OUT	Refuse	£3,159.31	Waste Collection
Hook Norton	20/00286/F	Refuse Bin Contribution	£1,425.08	Waste Collection
TOTAL			£81,738.60	
Sports				
Adderbury	19/00963/OUT	Off-site Indoor Sports Facilities Contribution	£24,558.28	Communities
		Off-site Outdoor Sports Facilities Contribution	£51,115.61	Communities
Ambrosden	18/02056/OUT	Off-Site Sports Contribution	£197,753.23	Communities
Banbury	14/01932/OUT	Off-site Indoor Sports Facilities Contribution	£97,546.13	Communities
Banbury	18/00273/OUT	Off-site Indoor Contribution	£91,768.60	Communities
		Off-site Outdoor Sports Contribution	£221,689.93	Communities
Banbury	20/01643/OUT	Off-site Indoor Sports Facilities Contribution	£51,840.14	Communities
		Off-site Outdoor Sports Facilities Contribution	£125,233.25	Communities
Bicester	23/01771/F	Indoor Sports Contribution	£1,600.00	Communities
		Outdoor Sports Contribution	£6,300.00	Communities
TOTAL			£869,405.18	
GRAND TOTAL			£3,574,501.75	

Appendix 5: Developer contributions spent

Location	Planning Ref	Clause	Total
Affordable Housing			
Banbury	01/00588/F	Affordable housing	£422,331.02
Enslow	15/00822/F	50% Affordable House Contribution	£137,668.98
TOTAL			£560,000.00
Community Development			
Bicester	06/00967/OUT	Community development	£2,964.82
Heyford	18/00825/HYBRID	Community Worker Contribution	£16,031.00
TOTAL			£18,995.82
Community Facilities			
Ardley	18/01881/F	Ardley with Fewcott Village Hall Contribution	£2,561.36
Banbury	02/02723/OUT	Community & Youth Facilities Capital	£3,796.14
Banbury	05/01337/OUT	Community Facility CS	£10,137.00
Banbury	12/01789/OUT	Community Facilities Contribution (244.53 per dwelling)	£21,201.25
Deddington	18/02147/OUT	Community Hall Facilities Contribution	£132.83
Deddington	19/00831/OUT	Community Hall Facilities Contribution 50% Occupation	£3,802.17
Deddington	20/02083/OUT	Play Equipment Contribution	£17,149.11
Launton	13/00186/F	Community Hall	£338.16
Launton	17/01173/OUT	Community Hall Contribution	£10,463.60
Steeple Aston	19/02948/F	Community Hall Facilities Contribution	£947.84
TOTAL			£70,529.46
Monitoring Fees			
Ambrosden	22/01976/OUT	Monitoring Fee	£5,251.50
Banbury	22/02101/OUT	Monitoring Fee	£3,058.58

Banbury	22/03452/F	Monitoring Fee	£630.18
Bicester	06/00967/OUT	Monitoring Fee	£7,570.95
Bicester	20/00293/OUT	Monitoring	£5,356.83
Bicester	23/01771/F	Admin Fees	£525.15
Bicester	23/01771/F	Monitoring	£1,050.30
Chesterton	23/00173/OUT	Monitoring Fees	£5,251.50
TOTAL			£28,694.99
Open Space and Leisure			
Adderbury	02/02052/F	Public open Space	£1,671.37
Ambrosden	05/01007/OUT	POS Maintenance	£2,247.13
Ardley	03/01970/F	POS Maintenance	£170.16
Ardley	18/01881/F	Open Play Space Contribution	£6,643.99
Banbury	05/01337/OUT	Commutated Sum for LEAP and 3 LAP's	£29,437.98
Banbury	05/01337/OUT	POS Commuted Sum Phase 3A (Phase 2)	£1,337.79
Banbury	13/00159/OUT	POS around MUGA	£107,335.04
Banbury	95/01117/OUT	NEAP (Maintenance)	£8,822.21
Banbury	97/01513/F	LAP Maintenance	£2,836.85
Bicester	03/00469/F	LAP Maintenance	£982.81
Bicester	06/00967/OUT	Play area Cartmel KM8	£1,346.09
Bicester	06/00967/OUT	Play area Perth KM12	£1,782.78
Bletchington	06/00977/F	LAP maintenance	£1,422.61
Bloxham	05/02103/OUT	POS & Play areas	£5,000.00
Bloxham	09/01811/F	Unknown - Legal/Landscaping	£1,376.08
Chesterton	12/00305/OUT	Open Space transfer	£536.88
Deddington	13/00301/OUT	LEAP	£4,890.18
Deddington	18/02147/OUT	Play Equipment Commuted Sum	£16,202.21
Deddington	19/00831/OUT	Off-site Local Play Area Provision 50% Occupation	£29,778.00
Fritwell	96/01993/F	Commutated sum to maintain the Lap and Open Space	£1,766.65
Hook Norton	14/02035/F	Informal Amenity Areas & LAP	£2,224.57
Kirtlington	05/01064/OUT	Play area 16 years maintenance	£1,495.72

Launton	11/01907/F	LAP & POS	£6,035.42
Milcombe	10/00967/OUT	Play area & Open Space	£1,464.01
TOTAL			£236,806.53
Police			
Banbury	11/01870/F	CCTV	£15,950.89
Banbury	12/01789/OUT	Thames Valley Police (£91.71 per dwelling)	£41,025.02
Bicester	11/01494/OUT	Thames Valley Police Contribution at 450th Occupation	£73,609.78
TOTAL			£130,585.69
Public Art			
Banbury	13/00159/OUT	Public Art Contribution	£9,500.00
Banbury	13/00444/OUT	Public art	£1,500.00
TOTAL			£11,000.00
Refuse			
Adderbury	19/00963/OUT	Refuse Contribution	£2,954.45
Ambrosden	18/02056/OUT	Refuse Bins and Recycling Contribution	£10,392.43
Banbury	18/00273/OUT	Refuse Bins Contribution	£11,650.36
Banbury	20/01643/OUT	Refuse Contribution	£7,118.64
Bicester	11/01494/OUT	Refuse Contribution	£26,571.26
Fritwell	19/00616/OUT	Refuse Contribution	£3,532.91
Heyford Park	18/00825/HYBRID	Refuse Collection	£15,416.57
Hook Norton	18/01894/OUT	Refuse	£3,159.31
Hook Norton	20/00286/F	Refuse Bin Contribution	£1,425.08
TOTAL			£82,221.01
Sports			
Banbury	05/01337/OUT	Pavilion Commuted Sum	£12,896.01
Banbury	13/00159/OUT	MUGA	£239,873.47
Banbury	13/00656/OUT	Off-site Indoor Sports Facilities Contribution (Woodgreen)	£20,000.00
Banbury	13/00656/OUT	Off-Site Outdoor Sports	£2,591.18
Bicester	06/00967/OUT	Offsite Outdoor Sport Contribution	£47,798.50
Bicester	06/00967/OUT	Sports Village CS	£1,513.35

Deddington	18/02147/OUT	Off-site Outdoor Sport Facilities Contribution	£32,843.78
Deddington	19/00831/OUT	Off-site Outdoor Sports Facilities Capital Provision Contribution 50% Occupation	£9,224.23
Steeple Aston	19/02948/F	Off Site Outdoor Sports Facilities Capital Provision Contribution	£4,098.00
TOTAL			£370,838.52
Misc			
Yarnton	08/02541/F	Multiple Unknown	£8,974.93
TOTAL			£8,974.93
GRAND TOTAL			£1,518,646.95

Appendix 6: Affordable housing secured

Planning Ref.	Parish	Affordable Housing Secured					
		Social Rent	Shared Ownership	First Homes	Intermediate Housing	Affordable Rent	TOTAL
21/03426/OUT	Banbury			6	1	17	24
22/00747/OUT	Gosford and Water Eaton			46	9	130	185
22/02866/OUT	Ambrosden		2	11		29	42
22/03063/F	Heyford Park			11		26	37
19/01047/OUT	Banbury	37	37			172	246
22/03868/OUT	Banbury			6		15	21
24-25 TOTAL		37	39	80	10	389	555

This page is intentionally left blank

This report is public	
Annual Monitoring Report (Planning) 2025	
Committee	Executive
Date of Committee	2 December 2025
Portfolio Holder presenting the report	Portfolio Holder for Planning and Development Management, Councillor Jean Conway
Date Portfolio Holder agreed report	10 November 2025
Report of	Assistant Director Planning, David Peckford

Purpose of report

To seek approval for publication the 2025 Annual Monitoring Report (AMR) which includes a five-year housing land supply update (as at 31 October 2025).

To seek approval of the accompanying updates to the Local Plan's Infrastructure Delivery Plan and Brownfield Land Register update (December 2025).

To seek approval of the Regulation 10A review of the adopted policies in the Cherwell Local Plan 2011 – 2031 (Part 1) Partial Review – Oxford's Unmet Housing Need. (The Partial Review).

1. Recommendations

The Executive resolves:

- 1.1 To approve the 2025 Annual Monitoring Report (AMR) presented at Appendix 1 including a Housing Land Supply Statement and 2024/25 Infrastructure Delivery Plan update for publication.
- 1.2 To approve the 2024/25 Brownfield Land Register presented at Appendix 2 be approved for publication.
- 1.3 To approve the review of the adopted policies in the Cherwell Local Plan 2011 – 2031 (Part 1) Partial Review – Oxford's Unmet Housing Need under Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012 presented at Appendix 3 be approved.
- 1.4 To authorise the Assistant Director Planning to approve the final presentation of the AMR and Brownfield Land Register and to make any necessary minor administrative amendments and corrections to them prior to formal publication and in consultation with the Portfolio Holder for Planning and Development Management.

2. Executive Summary

- 2.1 This report seeks the Executive's approval of the 2025 Annual Monitoring Report (AMR), presented at Appendix 1, and the Brownfield Land Register presented at Appendix 2. Should these factual documents be approved, they will then be made publicly available on the Council's website.
- 2.2 In addition, this report seeks approval of the Regulation 10A review of the policies in the Cherwell Local Plan 2011 – 2031 (Part 1) Partial Review – Oxford's Unmet Housing Needs (The Partial Review) presented at Appendix 3. This review is required as the Partial Review Plan is now 5-years old.

Implications & Impact Assessments

Implications	Commentary			
Finance	There are no direct financial implications arising from this report. The work collecting data and preparing the AMR is met within existing budgets. There are risks of costs associated with unsuccessful refusals of planning permission upon appeal and this risk can be reduced through having a robust AMR. Kelly Wheeler, Finance Business Partner, 29 October 2025			
Legal	The production of a monitoring report, 5-year land supply statement, Brownfield Land Register, and Regulation 10A review are statutory requirements. Their availability, and that of the IDP update, also assists the Council in making informed decisions Denzil Turbervill, Head of Legal Services, 4 November 2025			
Risk Management	There are no identified risks arising directly as a consequence of the publication of the documents. Risks related to the 5-year housing land supply are managed and reported quarterly through the Leadership Risk Register. Celia Prado-Teeling, Performance Team Leader, 3 November 2025			
Impact Assessments	Positive	Neutral	Negative	
Equality Impact		X		This report in itself makes no recommendations for change in policy but recommends publication of the Annual Monitoring Report. The recommendations do not raise equalities or inclusion implications. Equalities Impact Assessments will be undertaken as an integral part of the preparation of the Local Plan Review 2042. Celia Prado-Teeling, Performance Team Leader, 3 November 2025
A Are there any aspects of the proposed decision,				N/A

including how it is delivered or accessed, that could impact on inequality?				
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?				N/A
Climate & Environmental Impact				N/A
ICT & Digital Impact				N/A
Data Impact				N/A
Procurement & subsidy				N/A
Council Priorities	All priorities within the Vision for Lasting Change 2025 to 2030. <ul style="list-style-type: none"> - Economic prosperity - Community leadership - Environmental stewardship - Quality housing and placemaking 			
Human Resources	N/A			
Property	N/A			
Consultation & Engagement	N/A			

Supporting Information

3. Background

- 3.1 The Council has a statutory obligation to produce a planning (authorities) monitoring report. An Annual Monitoring Report (AMR) has been prepared for the period 1 April 2024 to 31 March 2025 and is presented at Appendix 1 to this report.
- 3.2 The AMR presents information on development that took place or was permitted from 1 April 2024 to 31 March 2025.
- 3.3 The AMR reviews progress in preparing the Council's planning policy documents as well as assessing whether current adopted development plan policies are effective. It therefore incorporates the monitoring indicators and targets from the adopted

Cherwell Local Plan 2011-2031 and the Cherwell Local Plan 2011-2031 (Part 1) Partial Review for Oxford's unmet needs.

- 3.4 Subject to approval, the information contained in the AMR will be used to inform policy making, planning consultation responses and in decision making on planning applications. The AMR will be made publicly available but is not subject to consultation as it is a factual update.
- 3.5 The monitoring work undertaken to prepare the AMR has also informed the preparation of a 2024/25 update to the Council's Brownfield Land Register. This is presented at Appendix 2 to this report for approval.
- 3.6 Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012 requires that policies in local plans should be reviewed to assess whether they need updating every five years. This review process does not necessarily result in plans becoming automatically out of date but enables local planning authorities to decide whether policies (whether one or more policies or the entire plan) require updating, and if so to prepare a programme for such an update.
- 3.7 The Cherwell Local Plan 2011-2031 (Part 1) Partial Review – Oxford's Unmet Housing Need (the Partial Review) was adopted in September 2020. It is now 5-years old, and a review of its policies has therefore been carried out to ascertain whether they are up to date.

4. Details

- 4.1 Section 5 of the Annual Monitoring Report summarises its main monitoring results. Key findings are presented below.

Housing Delivery / Housing Land Supply

- 4.2 The AMR's key findings for housing delivery include:
 - i. A total of 717 (net) housing completions were recorded in 2024/25. This is lower than the previous year which in turn was significantly lower than that recorded annually between 2015 and 2023. This slow down reflects trends across the country and is a result of a number of factors both locally and nationally. Total completions for 2011 to 2025 are 13,834 dwellings. Completions from 2015 to 2025 have been 11,780, an average of 1,178 per annum.
 - ii. There were 262 net affordable housing completions in 2024/25 secured through a Section 106 legal agreement. This is a slight decrease from 2023/24. The tenure mix was 129 affordable rent, 57 social rent and 73 shared ownership and 3 discounted market sale. However, of note is the significant rise in social rented homes delivered (only 11 in the previous year).
 - iii. 20% of the 717 homes delivered during the monitoring year were on previously developed land. Of all the homes delivered 11% were at Bicester, 57% at Banbury and 32% elsewhere.

- iv. The district cannot demonstrate a combined five-year housing land supply for Cherwell's and the district's contribution to Oxford's requirements. 6,123 homes are considered to be deliverable over the next five years equating to a 3.1-year housing land supply.

Housing Land Supply

- 4.3 The national standard method for assessing housing need has been applied to the district's housing land supply calculations since February 2023 in accordance with the National Planning Policy Framework (NPPF) as the 2015 Local Plan is more than 5 years old. In December 2024 the Government revised the NPPF and the standard method. This has increased the local housing need for Cherwell from 706 homes per annum to 1113.
- 4.4 This is the fifth AMR which reports on the monitoring framework for the Partial Review of the Local Plan. To date no homes have been delivered on the sites to meet Cherwell's contribution to Oxford's unmet housing needs. Nevertheless, work towards delivery has been progressing at pace. Planning permission has been granted for PR9 (at appeal) and PR7a, and the Council has resolved to approve applications at sites PR6a, PR7b, and PR8.
- 4.5 The Council has historically monitored a separate land supply for this as set out in Policy PR12a of that Plan.
- 4.6 However, as a result of appeal decisions in 2024 and a High Court judgement a combined assessment of the district's housing land supply position must now be taken into account in considering relevant planning applications. Table 1 below presents this assessment.
- 4.7 Table 1 below sets out the land supply calculations for deliverable housing sites measured against identified need, including that for Oxford's unmet need.

Table 1: Combined 5 Year Housing Land Supply Table at 31/10/2025

Description	5-year Period 2025 to 2030
Combined base requirement over next 5 years plus required 5% buffers	9896
Revised Annual Requirement (over next 5 years)	1979
Deliverable Supply Over Next 5 Years	6123
Total Years Supply Over next 5 Year	3.1
Shortfall	-3773

- 4.8 The 3.1-year housing land supply only comprises supply which can be shown to be deliverable (rather than developable) over the five-year period 2025-2030. It is directly affected by the rate of delivery of housebuilders and in turn the housing market. It is also affected by the quantum of land available to develop.
- 4.9 The Housing Delivery Monitor (AMR Appendix 1) demonstrates that the district has (at 31 March 2025) outline or detailed planning permissions for 10,271 homes. The

Housing Delivery Monitor reviews the circumstances of deliverable and developable sites as at 31 October 2025. Total expected supply from 2025 onwards totals some 21,650 homes, not including new supply from the submission Local Plan.

- 4.10 In response to the 2024 AMR a Housing Delivery Action Plan was approved by the Executive on 10 June 2025. The Plan outlines actions officers are pursuing to improve housing delivery and achieve the requisite five-year housing land supply. The new Local Plan also seeks to establish a reliable five-year land supply position upon its adoption.

Housing Development in the Rural Areas

- 4.11 Policy Villages 2 of the adopted Cherwell Local Plan 2011-2031 provides for an additional 750 dwellings at Category A villages (between 2014-2031) in addition to the rural allowance for small site 'windfalls and planning permissions as of 31 March 2014. New planning permissions at the Category A villages from 1 April 2014 and completions on those sites therefore contribute to the requirement of 750 dwellings.
- 4.12 During 2024/25 there were 64 dwellings completed at Category A Villages that contribute to the Policy Villages 2 requirement of 750 dwellings. This means that since 2014 there has now been a total of 1049 completions with a further 91 dwellings under construction but not completed at 31 March 2025. This gives a total of 1140 dwellings. There are also an additional 485 dwellings with planning permission on sites with planning permission but where construction has not yet started. The requirement to deliver 750 new dwellings at Category A villages set out in Policy Villages 2 has therefore been met and well exceeded.

Travelling Communities

- 4.13 The current supply of Gypsy and Traveller pitches in Cherwell is 78. The latest Gypsy and Traveller Needs Assessment identifies a need for a further 25 pitches from 1 April 2023 to 31 March 2042. The district's expected supply which is set out in the AMR and reflected in the land supply calculation in Table 2 below.

Table 2: Calculation of 5 Year Land Supply for Gypsy and Traveller Pitches (2024 GTAA)

		Five Year Period 2025-2030 (from 1 April 2025) (figures rounded)
a	Plan Requirement (2023/24 to 2041/42)	25
b	Annual Requirement (a/19)	1.32
c	Requirement to date (b x 2 years)	2.64
d	Completions	5
e	Shortfall/surplus at 31/3/25 (c-d)	+2.36

f	Base Requirement over next 5 years (b x 5)	6.6
g	Base Requirement over next 5 years plus shortfall (f + e)	4.24
h	Revised Annual Requirement over next 5 years (g/5)	0.85
i	Deliverable Supply over next 5 Years	9
j	Total years supply over next 5 years (i/h)	10.59
k	Shortfall (g– i)	0

Employment

4.14 The AMR's key findings on employment generating development during 2024/2025 include:

- i. Completion of 86,308 sqm of employment floorspace across the district
- ii. One recorded loss of employment land due to the demolition of buildings on the former McKay Trading Estate at Bicester.
- iii. Further delivery of employment development at Oxford Technology Park, at Bicester, including Siemens, and within the rural areas.

Natural Environment

4.15 Key findings for the natural environment include:

- i. the total area of Priority Habitat in the district has increased again.
- ii. During 2024/25 51 planning applications were approved for renewable energy schemes, a decrease from 61 in 2023/24.
- iii. 78.9% of the Sites of Special Scientific Interest (SSSI) units remain in "favourable condition". This means that the habitats and features are in a healthy state and are being conserved by appropriate management.

Local Development Scheme

4.16 The AMR reports on the progress in preparing the Council's planning policy documents as set out in the Local Development Scheme (LDS). The latest approved LDS is dated July 2025. The LDS contains the overall programme for the Local Plan. The Cherwell Local Plan Review 2042 was submitted to Government on 31 July 2025 and is now at examination.

Neighbourhood Planning

4.17 The AMR provides the updated position on Neighbourhood Planning in Cherwell. During the monitoring year the district had six made neighbourhood plans.

Infrastructure Delivery Plan (IDP) Update

- 4.18 The Infrastructure Delivery Plan (IDP) which supports the adopted Local Plans is maintained and monitored and includes updates from the County Council and other infrastructure providers. An updated 2025 IDP is included at Appendix 3 of the AMR.

2024/25 Brownfield Land Register

- 4.19 The Town and Country Planning (Brownfield Land Register) Regulations 2017 require local planning authorities to prepare and maintain a register of brownfield sites. Local planning authorities must review the register at least once within each register year. An updated Register is presented at Appendix 2.
- 4.20 The Register has been reviewed alongside the AMR to include new qualifying sites and to remove sites that are being developed.

Regulation 10A review of the adopted policies in the Cherwell Local Plan 2011 – 2031 (Part1) Partial Review – Oxford's Unmet Housing Need

- 4.21 In accordance with Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012, Local Plans must be reviewed within five years of adoption. This does not render plans automatically out of date; rather, the review enables Local Planning Authorities to determine whether one or more policies—or the entire plan—require updating. Paragraph 33 of the National Planning Policy Framework (NPPF) states that reviews should consider changing local circumstances and relevant national policy updates.
- 4.22 The Council has undertaken a Local Plan Review and submitted it for Examination. The policies of the Cherwell Local Plan 2011-2031 have also been the subject of 'Regulation 10A' reviews. The Partial Review of the Local Plan was formally adopted on 7 September 2020. Its specific purpose is to address Cherwell's share of Oxford's unmet housing need and includes policies specific to its delivery. The plan focuses development in the area extending north from Oxford to south Kidlington, and along the A44 corridor to Yarnton and Begbroke. As the Partial Review has now passed the five-year threshold, it has been the subject of a 'Regulation 10A review' (see Appendix 3).
- 4.23 Material changes in circumstance relevant to the Five-Year Review of the Partial Review (2020) include:
- Appeal decision APP/C3105/W/23/3326761 (5 March 2024), where the Inspector determined that a single housing land supply calculation for the whole district must be used, incorporating both Cherwell's own need and Oxford's unmet need.
 - New local housing need evidence in response to proposed reforms to the NPPF (July 2024) and the Oxford Local Plan 2040 Inspector's letter (September 2024) which ultimately led to the withdrawal of that Plan.
 - NPPF December 2024. Key elements of the revised framework include a revised standard method to assess housing need and the introduction of Grey Belt.
 - Cherwell Local Plan Review 2042, submitted to the Secretary of State on 31 July 2025.

- 4.24 The Regulation 10A Review (December 2025) finds that all policies remain broadly consistent with national policy and local circumstances. The only exception is Policy PR12a, which requires updating to reflect a single housing land supply position for the district.

5. Alternative Options and Reasons for Rejection

- 5.1 Option 1: *Deferment to seek significant amendment of the: 2025 Annual Monitoring Report, Infrastructure Delivery Plan, Brownfield Land Register or Regulation 10A Review.*
The documents presented comprise technical documents which would support future decision making. They have been prepared to comply with planning legislation and guidance. Professional planning judgement and legal advice has informed the policy review. Monitoring is informed by factual reporting and updating against relevant indicators and requirements, supported by data and research.
- 5.2 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 Plan 2011-2031 and its Partial Review. The Regulation 10A review is also a statutory requirement as the Partial Review Plan is now five years' old.

6 Conclusion and Reasons for Recommendations

- 6.1 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.
- 6.2 Its most significant conclusions are that Cherwell continues to deliver homes and employment land, albeit its land supply position continues to be challenging following the outcome of a planning appeal requiring combined assessment of the positions for Cherwell's and Oxford's needs and also due to the dependency on the rate of housebuilding. Affordable housing completions have decreased slightly although significantly more social rented homes were provided. Although the district has a high level of planning permission, officers will continue to pursue the objectives of the Housing Delivery Action Plan previously approved by the Executive.
- 6.3 It is recommended that the AMR, Brownfield Land Register and Regulation 10A Review be approved for publication.

Decision Information

Key Decision	Yes
---------------------	-----

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

Document Information

Appendices	
Appendix 1	2025 Annual Monitoring Report, including Infrastructure Delivery Plan Update 2024.
Appendix 2	2025 Brownfield Land Register
Appendix 3	Regulation 10A Review of the Cherwell Local Plan 2011-2031- Partial Review – Oxford’s Unmet Need
Background Papers	None
Reference Papers	None
Report Author	Christina Cherry, Planning Policy, Conservation & Design Manager David Peckford, Assistant Director – Planning
Report Author contact details	Christina.cherry@cherwell-dc.gov.uk David.peckford@cherwell-dc.gov.uk
Executive Director Approval (unless Executive Director or Statutory Officer report)	Ian Boll, Executive Director – Place & Regeneration 11 November 2025

This report is public	
Flexible Home Improvement Loans Limited – Future of Company	
Committee	Executive
Date of Committee	2 December 2025
Portfolio Holder presenting the report	Portfolio Holder for Housing, Councillor Nick Cotter
Date Portfolio Holder agreed report	21 October 2025
Report of	Interim Executive Director Neighbourhood Services, Nicola Riley

Purpose of report

To update the Executive on Flexible Home Improvement Loans Limited and its status, the alternative governance structures proposed for the company and to agree the preferred model as stated within the recommendations.

1. Recommendations

The Executive resolves:

- 1.1 To delegate authority to the Executive Director Neighbourhood Services to enter into negotiations to form a consortium with other Local Authority members.
- 1.2 To delegate authority to the Executive Director Neighbourhood Services to engage with the procurement of a Financial Conduct Authority (FCA) regulated provider to undertake loan administration services on behalf of the consortium.
- 1.3 To authorise the Executive Director Neighbourhood Services to engage with the winding up of FHIL once the net assets have been transferred with the appropriate safeguards.
- 1.4 To delegate to the Executive Director Neighbourhood Services in consultation with the Monitoring Officer and Section 151 Officer the authority to negotiate and agree new contracts pertaining to the future of FHIL on behalf of the Council.

2. Executive Summary

- 2.1 Following the receipt of grant funding, Flexible Home Improvement Loans Limited (FHIL) was established in 2008 as a not-for-profit company, limited by guarantee, to administer home improvement loans on behalf of its local authority members. There are currently 12 members, including Cherwell District Council, operating the loan scheme. Loan administration is outsourced to an FCA regulated provider. The current provider has been engaged since July 2023.

- 2.2 Royal Borough of Windsor and Maidenhead (RBWM) has been the host authority of FHIL since its inception, and in 2024 informed the local authority members that it no longer wished to undertake this role. Consequently, an options appraisal was undertaken by Foundations, a national body that supports home improvement agencies and local authorities in England.
- 2.3 This report examines alternative governance and delivery models for loan administration to those currently operated through FHIL. It draws on the conclusions and recommendations put forward by Foundations, which were subsequently reviewed by FHIL directors and local authority members. The preferred model is as stated in the recommendations.

Implications & Impact Assessments

Implications	Commentary
Finance	<p>If a consortium is created, there is current budget provision for an annual contribution of £5,000, replacing the existing membership fee to FHIL Ltd. There would be no resource pressure as the Cherwell representative will continue to be the Head of Housing.</p> <p>Kelly Wheeler, Finance Business Partner, 23 October 2025</p>
Legal	<p>CDC legal will be involved in the negotiation and agreement of any Consortium Agreement and can provide advice on the legal implications as part of that process. It is unclear what legal status a consortium would have, it is likely that in practice this would be a partnership. CDC legal can provide advice as to the practical implications of the legal arrangements once further detail is understood on this point.</p> <p>It will be necessary to create appropriate authorisations for officers to undertake actions within the consortium once this has been established. CDC legal can provide advice and guidance on this point once further details are understood.</p> <p>CDC legal and procurement will also need to be involved in the procurement process for any future loan administration service. CDC legal have already begun the process of discussing the procurement process with the interim executive referred to within the report and will continue to engage to ensure that the procurement process meets the Council's legal requirements.</p> <p>Denzil-John Turbervill, Head of Legal Services, 4 November 2025</p>
Risk Management	<p>It is important that the Council cooperates with other FHIL member councils and ensures appropriate stewardship of the company.</p> <p>It is important that the Council continues to engage closely with RBWM and other FHIL members to ensure it is party to, in agreement with and can understand fully the implications of</p>

	decisions made to ensure the appropriate legal processes are followed in moving this project forward as per the report.			
	Celia Prado-Teeling, Performance Team Leader, 28 October 2025			
Impact Assessments	Positive	Neutral	Negative	Commentary
Equality Impact		x		
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		x		Not from the report directly
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		x		Not from the report directly
Climate & Environmental Impact		x		N/A
ICT & Digital Impact		x		N/A
Data Impact		x		N/A
Procurement & subsidy		x		N/A
Council Priorities	Quality Housing and Place Making			
Human Resources	N/A			
Property	N/A			
Consultation & Engagement	None			

Supporting Information

3. Background

- 3.1 FHIL was set up to provide low cost, flexible loans for senior homeowners who would otherwise be unable to maintain their homes. The scheme was extended to offer empty homes loans that would assist in bringing empty homes back into habitable use, and loans to landlords to improve the quality of rental accommodation.
- 3.2 Up until April 2024, there was a full-time member of RBWM staff responsible for the day-to-day management of the home improvement loans scheme. Their responsibilities included liaising with local authority members; ensuring compliance and resolving any technical, legal or financial queries; managing the funds including the allocation of mortgage quotas to each local authority; and oversight of the loan administration provider. Each local authority member should appoint a FHIL Director to act on its behalf, the Cherwell FHIL Director is the Head of Housing.
- 3.3 When this member of staff left, RBWM decided that they no longer wished to continue being the host authority and if there was an alternative way to deliver the service.
- 3.4 Due to governance uncertainties and the resignation of the full time FHIL CEO, no new loans have been approved since April 2024, which ultimately affects homeowners in need. Since June 2025, an external interim executive (who is a practising lawyer) has been engaged for two days per week to oversee current FHIL business.
- 3.5 The current loan administration provider took over the loan administration in 2023 as result of the previous provider having gone into administration. A two-year agreement was signed and has been extended for a further year while the future governance arrangements are confirmed and put in place. The contract extension date is May 2026.

Governance and Assets

- 3.6 The prevailing view by the member councils is that historically there had been a concentration of knowledge and workload in the FHIL CEO, and when that person left, so did the corporate memory. As it stands, no council has expressed an interest in undertaking this role as a host authority.
- 3.7 For FHIL to continue to exist, there are legal and compliance obligations that must be met. Naturally, there are expectations of being a board director with legal responsibilities under the Companies Act 2006. In governance terms, it can be difficult to proceed with change as directors cannot fully make decisions on behalf of all the member councils.
- 3.8 If no council is willing to take on the lead role, then an alternative delivery model must be found that is acceptable to the member councils.
- 3.9 As part of the review undertaken by Foundations, directors have been informed that whilst comparable schemes exist for the provision of loans through partnerships between councils, no other such scheme is provided using the current approach.
- 3.10 In 2008, the South East Regional Housing board awarded funding to a consortium of councils. At the time, it was felt that the most appropriate way to deliver this funding was through the setting up of a limited company. When FHIL was

incorporated, its Memorandum of Association was drafted in such a way that the funds were ringfenced for the benefit of the consortium and not for individual councils. Under clause 8.3, in the event of winding up, the FHIL net assets cannot be distributed to individual councils, and this includes the profit and loss reserve. Historically, each council has had a notional fund allocation against which it can issue loans. When the loans are paid off the repayments are returned to the central lending pot.

- 3.11 If FHIL were to be wound up, the net assets must remain protected with a mechanism by which the monies remain centrally. Although technically each council could administer the loans themselves accessing the central lending pot, there would still need to be a lead authority to oversee the holding of the funds which would create an additional layer of complexity and duplication of costs. Furthermore, it is unlikely that member Councils have the expertise to undertake the loan administration themselves. A further consideration is whether the regulatory exemptions could be relied upon regarding loan administration which is a regulated activity under the Financial Conduct Authority (FCA) regime.
- 3.12 It is critical that any funds transferred out of FHIL have strong safeguards in respect of both ringfencing and the protection of the net assets from any threats if held in a third-party account, such as a loan administration provider.

Loan Products Offered

- 3.13 Prior to the suspension of new loan activity, FHIL offered secured loans with the relevant council member taking a legal charge against the property. FHIL's current loans are shown in the table below.

Loan product	Interest rate	Payment terms
Over 60s homeowner(s) loan (main type of loan)	3.5%	No repayments until property sold, transferred (including death) or no longer main residence of the borrower. Payments can be made at any time during the course of the loan without penalty.
Empty property loan (main type of loan)	5%	No monthly repayments but repay loan in full by the 5 th anniversary. Payments can be made during the course of the loan without penalty.
Capital and interest loan	3.5%	Repay capital and interest back on a monthly basis until loan is repaid in full.
Rented property loan	3.5%	Repay capital and interest back on a monthly basis until loan is repaid in full. (Maximum term of 15 years)

Exceptional circumstances loan – over 55s	3.5%	No repayments until property sold, transferred (including death) or no longer main residence of the borrower. Payments can be made at any time during the course of the loan without penalty.
Where one borrower is 55+ but not yet 60	3.5%	No repayments until property sold, transferred (including death) or no

- 3.14 Approximately 70% of FHIL's existing loan book consists of loans with rolled up interest with no repayments being made until the property is sold, transferred (including when the borrowed has died) or no longer the main residence of the borrower. As there are no monthly repayments, this means there is limited potential to recycle the capital to offer new loans.
- 3.15 While the future of the loan scheme is being considered, there is potential for an expansion of the scheme into new products offered to homeowners that have different payment terms or can be provided for different purposes, aligning with strategic council objectives as appropriate.

Current financial position of FHIL

- 3.16 At 31 March 2025, the key financial information regarding FHIL was as follows

Statement of Financial Position	2025	2024
Investments (the loan book)	5,880,499	6,550,923
Debtors	-	145,963
Cash at bank	4,051,171	2,918,502
Net assets	9,922,670	9,606,988
Reserves		
Capital contribution reserve	7,373,250	7,373,250
Profit and loss account	2,549,420	2,233,738
Income Statement	2025	2024
Administrative expenses	(103,638)	(116,625)
Other operating income	63,787	80,638
Operating loss	(39,951)	(35,987)
Interest receivable	355,533	379,930
Surplus for the financial year	315,682	343,943

- 3.17 Based on the year-end figures, the net assets of the company are £9.92M, a committed loan book of £5.88M, and cash of £4.05M. The cash includes the profit and loss reserve of £2.55M which relates to cumulative bank interest earned on the lending pot since the loan scheme was started. This reserve reflects the retained profits available for reinvestment and can be strategically used to provide loans to

residents. FHIL's external financial accountant has confirmed that there is no need to convert this to a capital account, allowing the utilisation of funds directly for lending activities.

- 3.18 The profit and loss reserve cannot be distributed to individual member councils in accordance with FHIL's Memorandum of Association. Therefore, the net assets will be transferred and held on trust using the most appropriate mechanism that safeguards the assets. It is likely that the loan administration provider will hold the monies on trust within a client account. However, as an alternative, the cash could also be held within a third-party managed account (TPMA) operated by a provider that is regulated by the FCA. There would be an additional cost if a TPMA provider is engaged in addition to a loan administration provider. So, the preference is that the loan administration provider holds the funds on trust, as they too would be regulated by the FCA.

Member Fees

- 3.19 FHIL member councils currently pay an annual membership fee of approximately £6,000, which has been used to cover the day-to-day running costs such as RBWM employment costs, loan administration, accountancy, audit and consultancy fees. The contractual agreements between each council and FHIL states that each council is obliged to contribute to the day to day running costs including loan administration costs.
- 3.20 If a consortium is established, it is proposed that that member councils will continue to pay a nominal membership fee to allow continued access to the lending pot. The level and review of this fee will be agreed by the members councils.

4. Details

Creation of a consortium outside of FHIL

- 4.1 Due to the requirement to protect the funds that are currently held by RBWM on behalf of the member councils, the creation of a consortium outside of FHIL is the preferred option. This will involve Cherwell and other member councils agreeing to form a consortium under a formal consortium agreement.
- 4.2 Having a consortium outside of a company structure allows greater flexibility, less regulatory burden and can be more adaptive to shared governance and partnership needs. A standalone consortium that is not a company avoids the stricter requirements of legal formalities, director requirements and operational procedures. Amending governance, roles or objectives in a company requires formal changes, whereas a consortium can agree changes with a simple consortium agreement. Individuals representing their councils will be free from any personal or collective liability which they held as directors of FHIL
- 4.3 All FHIL council members that wish to continue to access the loan funding will be required to sign a consortium agreement which will detail the contractual relationship and terms of collaboration. This will include such things as membership and retirement, whether a steering group is established and how consortium meetings will be conducted, including the frequency and decisions made regarding the scheme. Although there may be lead officers as part of a steering group, there

will be no lead council.

- 4.4 It is expected that each consortium member will nominate an officer or employee to be their representative for all matters concerning the consortium, the loan scheme and the agreement with the third-party loan administration agreement. It would be expected that the Cherwell representative would continue to be the Head of Housing.

Procurement of the loan administrator

- 4.5 A competitive procurement will need to be undertaken by the member councils. This will involve RBWM acting as the lead on the procurement process, but the member councils will be actively involved in scoping the tender specification, agreeing the scoring, assessing the tenders and making the final award decision. This process will be carried out alongside the preparation required for the consortium agreement.
- 4.6 Any contract that is awarded will be formally executed after the consortium agreement has been signed.

Process for the dissolution of FHIL

- 4.7 Dissolution of FHIL will only occur once the consortium agreement and loan administration agreement are executed. The net assets must also be safely transferred with appropriate safeguards which are to be held on trust for the purposes of issuing loans to consortium members' residents. Following these steps and ensuring that any creditors are paid, the company would have no remaining assets or liabilities.
- 4.8 Where a company retains assets or liabilities, a Members' Voluntary Liquidation (MVL) would normally be required which would be conducted by a licenced insolvency practitioner. An MVL is only necessary when the company has assets that need to be realised and distributed to shareholders once any creditors have been paid. However, as the company is expected to have no assets or liabilities following the transfer, there would be no need for an MVL or insolvency practitioner.
- 4.9 Subject to confirmation from an insolvency practitioner that an MVL is not required, it is proposed that the company is dissolved via a voluntary strike off under Section 1003 of the Companies Act 2006. Under this provision, a strike off is permitted, provided the company has not traded for at least three months, holds no assets, and has no outstanding liabilities. Although a solvency statement is not required for strike off, the directors will need to confirm that the conditions have been met. Once Companies House accepts the application and publishes the notice in The Gazette, the company is struck off, and dissolved two months later, provided there are no objections during that period.

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: Another member council, including Cherwell DC, takes over the role of managing FHIL. This option is not considered viable as there are no other

authorities willing to host FHIL. Cherwell DC does not have the capacity or expertise to host the limited company.

Option 2: Each Council administers its own loans. This option is not considered viable as if a local authority ceases to be a member, it is not permitted to take any funds out of the available fund for its own benefit. When borrowers pay back a loan, councils must ensure that the loan is paid back to the central lending fund.

Option 3: Do nothing. This option is not viable due to RBWM signalling its intentions in not being willing to be the host authority. RBWM considers the hosting of FHIL an unnecessary burden in time, effort and resource. This is stated in its Cabinet report.

6. Conclusion and Reasons for Recommendations

- 6.1 The future of FHIL needs to be decided given the intentions of the host authority, RBWM. The decisions made need to give account to our legal obligations. Both within the Memorandum of Association and in accordance with Companies Act, due to FHIL being a Limited Company of which the Council has an appointed Director.

Decision Information

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

Document Information

Appendices	
Appendix 1	None
Background Papers	None
Reference Papers	None
Report Author	Richard Smith, Head of Housing
Report Author contact details	richard.smith@cherwell-dc.gov.uk 01295 221640
Executive Director Approval (unless Executive Director or Statutory Officer report)	Report of an Executive Director

This page is intentionally left blank

This report is public	
Thames Valley Devolution Expression of Interest Endorsement	
Committee	Executive
Date of Committee	2 December 2025
Portfolio Holder presenting the report	Leader of the Council, Councillor David Hingley
Date Portfolio Holder agreed report	17 November 2025
Report of	Executive Director Place & Regeneration, Ian Boll

Purpose of report

This report seeks to endorse an Expression of Interest (EOI) to be made by the Oxfordshire County Council to Government. This is in response to the Government's devolution policy and seeks to position our region in the next round of devolution for the purpose of creating a Mayoral Strategic Authority (MSA).

1. Recommendations

The Executive resolves:

- 1.1 To endorse the benefits from the proposed devolution of powers and functions, and agree to continue building on the collaborative approach across the region to date.
- 1.2 To endorse the Expression of Interest (EOI) to be submitted by Oxfordshire County Council as the upper-tier authority to Government, noting that the EOI is designed to proactively position our region for early consideration in the next wave of the Devolution Programme.
- 1.3 To acknowledge the EOI as an initial invitation to Government, opening further dialogue and engagement, and not a decision to establish a Strategic Authority.
- 1.4 To agree that a further report will be brought to Executive prior to any final decision by the County Council as upper-tier authority on the creation of a Strategic Authority.
- 1.5 To note the informal Devolution Programme Board will oversee discussions with Government, ensuring robust governance and stakeholder engagement by elected members throughout this process.

2. Executive Summary

- 2.1 On 16 December 2024, the Government published the Devolution White Paper. The paper sets out the most significant reforms to local government since the Local Government Act 2002.

Government Act 1972. It indicated the Government's aim to reorganise and simplify the structures of councils in England by replacing county and district councils with unitary authorities (LGR – local government reorganisation) and devolve more powers and funding from national to local government primarily through strategic mayoral authorities covering one or several of the new unitary authorities (devolution).

- 2.2 Through the Oxfordshire Joint Leaders Committee and together with the Berkshire Prosperity Board and wider invitation to leaders from across the Thames Valley geography including Buckinghamshire and Swindon, Leaders and Chief Executives have been working to understand and develop a proposal in response to the Government's English Devolution White Paper.
- 2.3 This report seeks to note an Expression of Interest (EOI) will be made by the Oxfordshire County Council to Government. This is in response to the Government's devolution policy and seeks to position our region in the next round of devolution for the purpose of creating a Mayoral Strategic Authority (MSA).
- 2.4 By submitting the EOI (Appendix 1) Oxfordshire Councils are requesting the Secretary of State to engage with us on devolution of powers and functions. Our region aims to enter dialogue with Government to target regional economic growth working within a strategic partnership that focuses on promoting innovation, sustainability and prosperity. By providing collaborative regional governance this Council can provide a framework to promote inclusive growth for our area for the benefit and wellbeing of our residents.

Implications & Impact Assessments

Implications	Commentary
Finance	<p>There are no direct financial implications arising from the submission of the Expression of Interest. As discussions with Government proceed the opportunity will arise to explore how growth in our economy could create significant social and economic uplift for our area and indeed, for the whole country. The Thames Valley is a positive contributor to Treasury.</p> <p>As discussions progress, we will need to keep under review whether any financial implications for the council develop.</p> <p>Michael Furness, Assistant Director of Finance (S151 Officer), 24 November 2025</p>
Legal	<p>The submission of an EOI to open discussions with Government on devolution is an executive decision of Oxfordshire County Council as the upper-tier authority. The Levelling Up and Regeneration Act 2023 allows for areas to collaborate to create new strategic authorities. The Act requires constituent councils to consent to devolution, however 'constituent council' is defined in the Act as including only upper-tier councils. Whilst this Council has participated in all discussions regarding devolution for</p>

	<p>Oxfordshire and the wider region, its role is to consider whether it endorses supports the decision by the County Council.</p> <p>The Executive has the authority to formulate the council's overall policy objectives and priorities, which permits it to make this endorsement.</p> <p>The English Devolution White Paper sets out the Government's intention that where the geographies of new Mayoral Strategic Authorities align with Police and Crime Commissioner and Fire and Rescue Authorities, Mayors will, by default, be responsible for those services. Where those boundaries do not currently align Government has said that it will look to align public sector boundaries to strategic authority boundaries.</p> <p>Through the English Devolution Bill, the Government will introduce a new bespoke duty for Strategic Authorities in relation to health improvement and health inequalities. Strategic Authorities will support partners in driving public service reform and the new devolution framework will set clearer expectations for Mayors' roles in local health systems and in improving population health.</p> <p>Shiraz Sheikh, Monitoring Officer, 24 November 2025</p>		
Risk Management	Not applicable		
Impact Assessments	Positive	Neutral	Negative Commentary
Equality Impact			<p>There are no immediate equalities implications arising from this report. However, the purpose of forming an MSA is to bring an all-inclusive growth strategy to the Thames Valley Region. A strategy that ensures no one is left behind in the ambition to bring economic growth.</p> <p>The expected benefits of devolution are to drive growth, enabling local leaders place more focus on inequality and living standards. An Equalities Impact Assessment will be developed against the different elements of devolution, as proposals progress.</p>
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		There are no equalities implication arising from this report, however as the councils move to the transition phase of LGR, an equality impact assessment will be undertaken for each workstream to summarise any implications and the associated actions being taken to mitigate any negative impacts.
Climate & Environmental Impact				There are no immediate sustainability implications arising from these decisions. Government has indicated it will give strategic authorities a meaningful role in planning for our future energy system, establishing heat network zoning in England and leading on local nature recovery. The detail of these various policies are to follow as the English Devolution and Community Empowerment Bill proceeds through Parliament.
ICT & Digital Impact		X		N/A
Data Impact		X		N/A
Procurement & subsidy		X		N/A
Council Priorities	N/A			
Human Resources	There are no immediate implications arising from submitting the EOI. Should the Executive make a later decision to proceed with devolution the staffing implications will be considered in full at that time.			
Property	N/A			
Consultation & Engagement	<p>The EOI was developed collaboratively, with input from local authority Leaders and Chief Executives.</p> <p>The EOI is a strategic step to initiate formal discussions with Government, with public and stakeholder engagement planned should the Government accept the Council onto the devolution programme.</p> <p>Devolution is a collaborative process which will require continuous engagement and collaboration between local authorities and with residents, public sector institutions including the NHS, Police and Fire Authorities, businesses, and further and high education providers and other key local organisations and businesses.</p> <p>It is also vital that residents are involved at the earliest opportunity to inform and shape the process. It will not be possible to carry out resident engagement prior to submitting an EOI but it is expected that resident engagement would begin after Government agrees to further discussions. Insert details of consultation undertaken or to be taken</p>			

Supporting Information

3. Background

Devolution towards Evolution of Regional Economic Growth

- 3.1 The principle of devolution is well-established, with Government aiming to redistribute political, social and economic power across England. With ambition now focused on universal coverage of Strategic Authorities across England following the English Devolution White Paper and the English Devolution and Community Empowerment Bill, Leaders have been meeting across our region to explore the opportunity for devolution.
- 3.2 The Government's vision, as set out in the English Devolution White Paper, is for all parts of England to be part of regional Strategic Authorities led by a regional Mayor. These authorities will drive growth, shape public services, and deliver strategic leadership in areas such as economic growth and sustainability, planning, skills, employment, and transport.
- 3.3 This move to devolving power to regions signals a significant step change in how UK economic growth will be delivered. It places significant shift in how local government needs to develop and deliver its economic growth strategies. This will shift relations from central government to local regional strategic partnerships, working with an elected Mayor within a Strategic Authority. It will require council Leaders, supported by their Chief Executives, to form new strategic regional partnerships to drive our ambitions for place based all-inclusive growth.

A Thames Valley MSA For Collective Regional Growth

- 3.4 Becoming a Mayoral Strategic Authority represents a significant opportunity for regions in England to drive inclusive growth and prosperity for communities and businesses. With new powers and investment, Mayoral Strategic Authorities can address strategic economic challenges and opportunities, in collaboration with local Leaders, business leaders and investors, with Government and increasingly, with other Strategic Authorities as part of the Council of regions. This is a new and exciting platform in our regional and local government landscape, creating systems based on collaboration and collective action that can work at scale to make connections, drive innovation and support growth.
- 3.5 However, failing to pursue this opportunity carries real risks. Areas that do not secure a strategic authority risk missing out on funding, influence, the ability to set their own strategic direction, and deliver against regional priorities. In an increasingly devolved landscape, inaction could result in diminished competitiveness, slower growth, and reduced leverage in regional and national decision-making around investment.

Regional Economy

- 3.6 Thames Valley economy is one of the most dynamic and globally connected in the United Kingdom contributing billions in Gross Value Added to the national economy

each year. On a per-person basis, it ranks second only to London, a reflection of the area's powerful concentration of high-value industries and skilled workforce.

- 3.7 The Thames Valley Region prosperity has its roots in knowledge and innovation, driven by digital **technology, communications, life sciences**, biotech, and health **including creative and professional service** sectors that have flourished thanks to the regions connectivity and proximity to London and Heathrow Airport. Global companies have long chosen to locate in the region with recognised hubs for technology and business services. This includes fast growing sectors in pharmaceuticals, manufacturing, and digital.
- 3.8 This region's economy has a critical mass of science, learning, talent, intellect and inspiration. The region also has a culture of pushing boundaries, redefining leading edge, pioneering and entrepreneurship. The universities are powerhouses of knowledge and beacons of experimental excellence as indeed are many of the businesses located across the county.
- 3.9 The intellectual capacity of the region and talent emerging from the universities is driving the establishment of spin out businesses and the scale up of growing ones, contributing to an environment that promotes and nurtures commercialisation; a driving force for a new, science and knowledge led industrial revolution.

Regional Risk of Economic Decline

- 3.10 Despite a track record of success, the Thames Valley economy has not been immune to the decline in productivity across the UK in recent years, suffering from underinvestment and increased global competition. In addition, continued prosperity brings challenges, including housing affordability, infrastructure constraints, and uneven growth across localities.
- 3.11 There are considerable challenges for residents and businesses in generating a future proof transport infrastructure that supports the region's economic growth is showing signs of struggling to cope with increased demand. Education and skill need to be developed on a regional collaborative basis to power capacity for economic growth.
- 3.12 This means this region needs to take a lead in ensuring sustainable housing and transport, promoting green technology, repowering the economy, developing the regional connectively and attracting inward investment. The region could do much more to benefit from the advantages generated through strategic growth planning and collaboration at a much greater scale that can be currently delivered by individual councils.
- 3.13 This places the Thames Valley under threat of seeing economic decline as businesses and inward investment risks diverting to regions that have clear joined up regional Growth Plans and unfragmented governance arrangements, selling the regions benefits to sectors and investors.
- 3.14 Areas that can deliver regional transportation connectivity, housing growth and other business support infrastructure such as skills training and wellbeing are better placed to secure investment.

The Opportunity

- 3.15 There are substantial benefits in seeking devolution of powers. Devolved control over adult education and skills budgets allows authorities to better align training provision with the needs of local industries from digital technology and life sciences to creative industries, helping retain talent and businesses whilst ensuring inclusive access to opportunities.
- 3.16 Devolved powers and responsibility over **strategic transport, strategic housing and spatial planning will support planning at a wider regional level enabling** authorities to better target investment in deprived or underperforming areas, address housing affordability, promote green infrastructure and ensuring growth benefits reach all communities. A regional transport strategy would future proof the regions rail links, while improving access to Heathrow and London. Coordinated investment in rail, bus, and sustainable transport would reduce travel times, improve productivity and support the net zero agenda.
- 3.17 An enhanced ability to attract **private investment and innovation partnerships** would support the development of the innovation ecosystem and key sectors such as IT to stem the current exodus of UK innovation overseas and help to attract more overseas investment to the region. A science partnership could form a **knowledge-intensive growth region with a stronger national and international identity** capable of competing with major European economic clusters.
- 3.18 As a key driver of the UK economy, an MSA has the potential to scale up rapidly and deliver significant regional and national economic growth. Establishing an MSA will function as catalyst for growth to target funding and skills programmes where they are needed most, helping to reverse productivity decline and remove barriers to economic development.
- 3.19 Stronger coordination through an agreed MSA regional growth plan, influenced and led by local authorities, will stimulate a larger, integrated economy that can carry more weight in negotiations with Government, securing devolved funding and national infrastructure investment. It would also present a more compelling 'investment ready' proposition to global investors seeking a region that combines cutting-edge research with commercial capability.

4 Detail

Expression of Interest Thames Valley Vision

- 4.1 The EOI emphasises the region's strengths in innovation and productivity and its readiness to enter discussions with Government for a possible MSA. Devolution will drive inclusive growth and unlock significant opportunities for local communities and the UK more broadly.
- 4.2 The Thames Valley EOI highlights:
- **Economic rationale:** The region has national excellence and/or international excellence in at least 5 of the 8 key business sectors highlighted in the Modern Industrial Strategy. The Strategic Authority would provide the framework that allows businesses to leveraging those sectors across a wider geography and create jobs. Our intent is to restore growth to pre-Covid levels of prosperity.

- **Collaborative governance:** There is a commitment to partnership working across constituent councils, with clear terms of reference and for the EOI to mark the start of wider stakeholder engagement across the region.
- **Strategic powers and funding:** Powers over transport, skills, housing, and economic development and the ability to provide these within a business ecosystem will lead to greater investment.
- **Place-based leadership:** Greater local control to deliver national policy objectives at local level has been shown to be successful in other established Strategic Authority areas. Adapting powers and functions to meet local needs strengthens local identity, accountability, and the ability to deliver tailored solutions for residents.

4.3 The EOI is the first stage towards devolution. Whilst it does not bind any Council to an MSA at this stage, it does indicate our readiness to engage further.

4.4 Oversight of the proposals will be through a Devolution Board made up of elected representatives from each participating Council.

Next Steps

4.5 **Submission of the EOI** (subject to approval) to Government by 19 December 2025, followed by further engagement and refinement based on feedback from Leaders, Chief Executives, and stakeholders.

4.5 **Ongoing governance and oversight** via the Devolution Board, with regular updates to Executive and public consultation as the process evolves.

4.6 **Build the proposal** through regular engagement, agreeing our geography and the size and scale of the Strategic Authority based upon criteria set out in the Devolution White Paper as follows:

- **Scale:** Strategic Authorities should be of comparable size to existing institutions. The default assumption is for them to have a combined population of 1.5 million or above.
- **Economies:** Strategic Authorities must cover sensible economic geographies with a particular focus on functional economic areas, reflecting current and potential travel-to-work patterns and local labour markets. It is likely that where travel to work areas are small and fragmented, Strategic Authorities will cover multiple travel to work areas.
- **Contiguity:** Any proposed geography must be contiguous across its constituent councils (either now or with a clear plan to ensure contiguity in the future through agreed local government reorganisation).
- **No 'devolution islands':** Geographies must not create devolution 'islands' by leaving areas which are too small to go it alone or which do not have natural partners.
- **Delivery:** Geographies should ensure the effective delivery of key functions including Spatial Development Strategies, Local Transport Plans and Get Britain Working Plans.

- **Alignment:** The government will seek to promote alignment between devolution boundaries and other public sector boundaries.
- **Identity:** A vital element of successful devolution is the ability for local residents to engage with and hold their devolved institutions to account – and local identity plays a key role in this.

4.7 **Stakeholder engagement** with residents, businesses and public sector partners to explore devolution for our region.

4.8 **Finalise proposal** with further decisions made at key points by OCC Cabinet and Scrutiny.

5. **Alternative Options and Reasons for Rejection**

5.1 The White Paper is clear that the Government intends that all of England be devolved by default and is committed to ending the deals-based approach. The Government will also legislate for a ministerial directive, which will enable it to directly create Strategic Authorities in any places where local leaders in that region have not been able to agree how to access devolved powers. Therefore the “do nothing” option could mean Government legislating on our behalf for devolution.

6 **Conclusion and Reasons for Recommendations**

6.1 Opting to begin further discussions with Government on devolution would allow the Council to lead the definition of the strategic authority for our region. This will provide choice over the geography and the ability to determine the key priorities for our area.

6.2 Should this Council endorse a Mayoral Strategic Authority at a future meeting, it would have a seat at the Council of Nations and the Regions influencing government policy and ensuring local community voice is heard.

As set out under section 1, Recommendations, It is recommended that Executive:

- Endorse the benefits from the proposed devolution of powers and functions, and agree to continue building on the collaborative approach across the region to date;
- Endorse the Expression of Interest (EOI) to be submitted by Oxfordshire County Council as the upper-tier authority to Government, noting that the EOI is designed to proactively position our region for early consideration in the next wave of the Devolution Programme;
- Acknowledge the EOI as an initial invitation to Government, opening further dialogue and engagement, and not a decision to establish a Strategic Authority;

- Agree that a further report will be brought to Executive prior to any final decision by the County Council as upper-tier authority on the creation of a Strategic Authority; and
- Note the informal Devolution Programme Board will oversee discussions with Government, ensuring robust governance and stakeholder engagement by elected members throughout this process.

Decision Information

Key Decision	No
Subject to Call in	Yes
If not, why not subject to call in	N/A
Ward(s) Affected	All

Document Information

Appendices	
Appendix 1	Thames Valley Devolution Expression of Interest (EOI) Letter
Background Papers	None
Reference Papers	Background papers: English Devolution White Paper English Devolution and Community Empowerment Bill
Report Author	Ian Boll, Executive Director Place & Regeneration
Report Author contact details	ian.boll@Cherwell-DC.gov.uk
Executive Director Approval (unless Executive Director or Statutory Officer report)	Report of Executive Director

Appendix 1

Thames Valley Devolution EOI Letter

VERSION AND DATE	DESCRIPTION
VERSION 1 13 TH OCTOBER 2025	First draft prepared for CEO review
VERSION 2 16 TH OCTOBER 2025	Second draft prepared for CEO review
VERSION 3 31 ST OCTOBER 2025	Third draft prepared for CEO review
VERSION 4 31 ST OCTOBER 2025	Fourth draft with minor amends for CEO review
VERSION 5 4 TH NOVEMBER 2025	Fifth draft with minor amends following CEO review
VERSION 6 11 TH NOVEMBER 2025	Sixth draft with minor amends following Devolution Board

This EOI aims to...

- Proactively position Thames Valley at the front of the queue for future devolution by submitting a compelling case ahead of formal process, as an input for new ministerial briefings
- Set out a clear and focused pitch, explicitly aligned to current Government priorities, making it easy for ministers and officials to see how their goals can be achieved through Thames Valley's proposals
- Demonstrate the existing strength of partnership and delivery across the region, and readiness for devolution
- Demonstrate proactive thinking around how Level 3 MSA powers will be used to drive benefits in this region and its specific conditions and opportunities

This EOI is not...

- A longform prospectus
- For a broad range of audiences – we are in this instance aiming to convince Government and the Thames Valley Members of the case for devolution
- An exhaustive application form with all questions answered – emerging ideas and thinking is helpful

When submitted to each local authority Council for approval, this letter will be accompanied by a cover report setting out the context and rationale for the EOI, and addressing regional and individual local authority issues or concerns. This aims to support constructive Council discussions and approval.

The EOI letter will also be accompanied by supplementary document for use by local authority Leaders and CEOs in discussions with Government and other national and regional stakeholders. It will set out more information on the economic context, growth challenges,

Metro——Dynamics

and opportunities facing the Thames Valley; the rationale for devolution and a Mayoral Strategic Authority; the proposed objectives and mechanisms for regional growth; and anticipated next steps in engagement with government and stakeholders. We are in the process of collating a list of projects and ideas to include in this document and the EOI itself.

Metro—Dynamics

Draft EOI

Dear Secretary of State,

We, the Leaders of the local authorities in the Thames Valley, are writing to you in your capacity as Secretary of State for Housing, Communities and Local Government regarding our desire for devolution and our inclusion on a future Devolution Programme.

We have carefully considered our rationale and case for devolution to this region and see a significant opportunity to drive growth and prosperity as a Mayoral Strategic Authority. Our £97 billion economy is already a core contributor to the national economy and will continue to add economic value through our highly productive and innovative businesses, constituting the sectors prioritised in the Modern Industrial Strategy and a large part of the Ox-Cam Corridor, a key national growth proposition. However, the region's post-pandemic recovery has been slower than the national trajectory, and our globally recognised clusters face increasingly strong competition. We will use the powers, investment and platform as an MSA to unlock constraints on growth, with the potential for the Thames Valley economy to be up to £18.7 billion a year larger by 2040, which corresponds to a £7 billion annual uplift in tax revenue contributions to the exchequer.

We have come together as strong local Leaders to pursue the significant opportunities of devolution for our communities. Whilst we acknowledge and respect our differing political and local priorities, together we recognise and collectively support the core economic rationale and strategic intention for delivering inclusive growth within a Thames Valley MSA. We stand ready with the strength of relationships, trust, track record, collective governance and ways of working required to work with Government and implement a successful MSA. We would like to work towards a first mayoral election in May 2027, in line with the current timeline for local government reorganisation.

Importance of the Thames Valley for the UK Economy

The Thames Valley serves as an innovation-driven and export-focused catalyst for UK economic growth, accounting for approximately 5% of England's total economy while comprising just 3.4% of its population. Our economy comprises world-renowned universities, respected research centres, and leading science parks filled with forward-thinking companies, driving innovation ecosystems that spur new ideas and growth across UK supply chains. Oxford University is a jewel in the UK's global research offer, and our partnerships with Reading University creates value for residents, businesses, and investors through key assets such as the Thames Valley Science Park, which hosts research facilities and archives for the Natural History Museum, British Museum and Kew Gardens. Our region is a globally compelling investment case, with major global companies such as Microsoft, Oracle, Redwood Technologies, Virgin, Vodafone, and Hewlett-Packard located in the UK's Silicon Valley along the M4 corridor, with direct links to London and Heathrow Airport. From the region that gave the world the Oxford–AstraZeneca COVID-19 vaccine, the Ellison Institute of Technology in Oxford is now investing over £10 billion in research and development to facilitate further globally significant advancements in artificial intelligence, robotics, and life

Metro—Dynamics

sciences. Major investment in AI infrastructure has been secured across the region, with the second largest concentration of data centres in the world in Slough and the first AI Growth Zone in Culham. We have high-performance manufacturing capabilities along the M40 corridor, exemplified by Plant Oxford, home to BMW Mini, extending into Banbury and the UK Motorsports Valley into the Midlands. We are home to world-famous tourist attractions, from Windsor to the Cotswolds, Oxford, Blenheim Palace and Bicester Village. We are known world-over as a great place to visit, live, innovate and invest. Our investment proposition is already backed by Government, with continued global promotion of the Oxford-Cambridge corridor, of which we are a core part, investment in East-West Rail, high-profile support through the Oxford Growth Commission and recent investment in the Cowley branch line.

The industrial composition of the Thames Valley directly aligns with almost all the sector strengths outlined in the Industrial Strategy – our economy is anchored by professional and business services, with notable capabilities in digital technologies, life sciences, advanced manufacturing and a prominent finance sector. The strength of the region's visitor economy not only supports our foundational sectors but also positively impacts our creative industries, especially our growing film and television cluster around Shinfield Studios. Proposed visitor economy investments, including the Puy du Fou Bicester, together with significant heritage landmarks would remain substantial contributors to export growth. Importantly, the Thames Valley demonstrates a strong orientation towards export activities: approximately 48% of the workforce is employed in exporting industries, and 40% hold positions within tradable sectors, both figures exceeding national averages. Exceptional productivity and economic complexity facilitate the dissemination of innovation across key sectors and strengthen supply chains nationwide. Furthermore, growth in GVA and household income in the Thames Valley has surpassed national rates, thereby improving local living standards and contributing positively to Exchequer revenues.

Signs of risk and stagnation

Despite the Thames Valley's underlying strength, the region has not re-established its pre-pandemic growth path. Post-Covid productivity indicators show mixed fortunes, even as the UK aggregate edged up through 2023, evidence that recovery here has been shallower than the national trend. If the region were to return to the pre-pandemic growth trajectory from 2027 onwards the Thames Valley economy would be up to £18.7bn a year larger by 2040. This matters for residents: a weaker trajectory means fewer high-value job opportunities and slower wage progression than would otherwise have been the case. Slower growth in the Thames Valley reverberates through national supply chains and weakens spillovers to other regions, putting at risk delivery of the Industrial Strategy's IS-8 ambitions on productivity, exports and business investment. It limits the pace at which discoveries are commercialised, dampens the pipeline of high-value FDI into the UK, and slows diffusion of technologies across the wider economy. Crucially, restoring the Thames Valley's growth trajectory would result in an estimated £7 billion increase in tax revenue contributions from residents and

Metro—Dynamics

businesses, directly strengthening the Government's ability to fund essential services and invest in long-term national priorities.¹

Scale and agglomeration to drive growth

To address these risks and realise our full economic potential, we need to leverage our potential for scale and agglomeration across our economic geographies. While each authorities' economy is individually strong, travel-to-work analysis reveals largely self-contained labour markets with currently limited cross-boundary matching and knowledge transfer across the region. In this current fragmentation lies a clear opportunity: given the region's complementary sector strengths the absence of integrated governance and coordinated connectivity means the Thames Valley is under-leveraging innovation adoption and diffusion and the opportunity to create a more unified labour market to scale economic growth.

Establishing an MSA with a growth mission at its core

We propose the establishment of a Thames Valley Mayoral Strategic Authority (MSA) as a decisive step towards realising inclusive growth across our region. By harnessing devolved powers, the MSA will transform thriving yet separate labour markets into a unified innovation economy, ensuring that prosperity is accessible to all communities. Through the implementation of a Local Growth Plan, we can extend and enhance the efforts of the Oxford Growth Commission to systematically address housing quantity, quality, and affordability across the Thames Valley, one of the key constraints on inclusive growth and a key driver of deprivation. MSA powers would enable accelerated delivery of affordable and social homes, around employment hubs. Integrated multi-modal, low carbon transport solutions could be expanded and expedited along the M4/M40 corridors, into Heathrow and across the Ox-Cam corridor, and critical investment in digital, water and energy infrastructure facilitated, strengthening connections between urban and rural residents and key economic growth nodes, and beyond. This infrastructure delivery would align with targeted skills and employment initiatives, developed with spatial awareness of our IS-8 strengths and a commitment to tackling deprivation and untapped potential within our communities. Enhanced collaboration and coordination enabled by the MSA would also position the region to more effectively address environmental priorities, including climate change and biodiversity.

Collectively, these measures would result in improved job opportunities, reduced commute times, and provide greater access to affordable housing for residents, supported by an aligned skills programme and transport system that matches talent to opportunity. For the UK, it means the Thames Valley driving national growth through faster innovation, stronger exports, and a bigger boost to the public purse.

We recognise the highly interconnected nature of the Thames Valley, with London, across the Ox-Cam Corridor and into the Midlands. A Thames Valley MSA will be a strategic

¹ This estimate is based off the ratio of GDP to national taxation (UK taxation as 37% of GDP) established by [Institute for Fiscal Studies](#) research

Metro——Dynamics

platform from which to go further and faster on pan-regional collaboration with our neighbours, including working on joint projects, spatial development and investment to drive wider economic growth. We are determined to use our Thames Valley partnership to further capitalise on economic scale and complementarity and compete across the globe.

If granted MSA status, the Thames Valley would be a fundamentally different kind of strategic authority – the largest by GVA outside of London, the MSA will be focused on unlocking constraints on an already high-performing economy so that all areas of the Thames Valley, and indeed beyond, benefit. We are therefore actively exploring innovative approaches to securing private investment and financing. Work is already underway to develop robust and viable propositions that match the scale and ambition for a Thames Valley MSA, and we look forward to working with Government to shape this more sustainable growth financing model.

Next steps

A Thames Valley MSA would unlock constrained, high-value growth, accelerate innovation diffusion across IS-8 sectors, and strengthen national fiscal headroom. We therefore ask that the Thames Valley be considered for inclusion in the next Devolution Programme, and we would welcome an early meeting to discuss this opportunity. We are ready to work in open dialogue with MHCLG and your officials to implement a new phase of devolution and make the best impact for our businesses, communities, and the country.

This report is public	
Council Tax Reduction Scheme 2026/2027	
Committee	Executive
Date of Committee	2 December 2025
Portfolio Holder presenting the report	Portfolio Holder for Finance, Regeneration and Property Councillor Lesley Mclean
Date Portfolio Holder agreed report	3 November 2025
Report of	Assistant Director Finance (Section 151 Officer), Michael Furness

Purpose of report

To enable Executive to consider the proposed banded scheme for Council Tax Reduction (CTR) for 2026/2027.

Recommendations

The Executive resolves:

- 1.1 To note the contents of the report, and any financial implications for the Council.
- 1.2 To note the comments of Budget Planning Committee at Section 6.2.
- 1.3 To recommend to Council that the current scheme is retained for 2026/27.

2. Executive Summary

- 2.1 To enable members to consider the proposed banded scheme for Council Tax Reduction for 2026-27.
- 2.2 The current scheme was introduced from April 2020 following a period of consultation and engagement. In general, it has been well received with limited contact from customers. It is proposed to continue with the current scheme uprated for inflationary factors.
- 2.3 The scheme assesses the maximum level of Council Tax Reduction based on the net income of the applicant and household members; the main principles of the scheme remain unchanged. Pensioners are protected and continue to be eligible to receive 100% Council Tax Reduction.
- 2.4 If the applicant or partner is in receipt of a passported benefit such as Income Support Job Seekers Allowance (JSA), income based and income related

Employment and Support Allowance (ESA) or receiving War widows or War disablement pensions they will be placed into the highest band and will receive 100% Council Tax Reduction. Working age households will receive a discount, depending on their level of income and the band that they fall into.

- 2.5 The current scheme is understood by customers and has enabled them to budget for their council tax payments, and this is reflected in the Council Tax collection rates with Cherwell being the highest performer across the county for 2024/25.
- 2.6 The current scheme reduces the number of changes that the customer will experience with less bills and notification letters generated and enables better personal budgeting.
- 2.7 There is still a lot of financial uncertainty for many customers and in the current financial climate, it is therefore recommended that the existing scheme should be retained for 2026-27.

Implications & Impact Assessments

Implications	Commentary
Finance	<p>The MTFS has assumed the current scheme will be retained. Any changes to the existing caseload will be accommodated as part of the budget process with final estimates included in the annual council tax base calculation.</p> <p>The proposed administrative change could cost up to £72k and it is anticipated that any increase would be addressed as part of the budget setting process.</p> <p>Kelly Wheeler, Finance Business Partner, 29 October 2025</p>
Legal	<p>Since 1 April 2013, local authorities in England have been responsible for running their own local schemes for help with council tax. These are called Council Tax Reduction schemes.</p> <p>Section 13A of the Local Government Finance Act 1992 requires the Council as the billing authority to make a localised council tax reduction scheme in accordance with section 1A of the Act. Each financial year the council must consider whether it wants to revise the scheme, leave as is or replace it. Consultation must occur on any options required to change the scheme prior to introduction and is set out in Schedule 1A (3) of the Local Government Finance Act 1992. No changes to the scheme are being considered in this report.</p> <p>The 1992 Act provides that a billing authority's Council Tax Reduction Scheme must include prescribed matters set out in the Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012. Therefore, the Council is required, without any exercise of discretion, to amend the CTR Scheme, to reflect any changes made to those regulations.</p>

	Denzil Tuberville, Head of Legal, 28 October 2025			
Risk Management	There are no risk implications arising as a direct consequence of this report, if any arise, they will be managed through the service operational risk and escalated the leadership risk as and when deemed necessary. Ceila Prado-Teeling, Performance Team Leader, 28 October 2025			
Impact Assessments	Positive	Neutral	Negative	Commentary
Equality Impact	x			This report, and the proposal to continue the Council Tax Reduction Scheme have been developed with our most vulnerable residents in mind. Any equality and diversity concerns have been appropriately considered from the outset, if a new proposal arises this will be screened for relevance against our statutory duties to promote equality and an impact assessment will be completed. Ceila Prado-Teeling, Performance Team Leader, 28 October 2025
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				The reduction of bills and notification letters being issued because of the income bands is having a positive impact on the carbon footprint for Cherwell.
ICT & Digital Impact				N/A
Data Impact				None required. The scheme uses only existing data held. No further personal data will be requested, obtained, held, or published.
Procurement & subsidy				N/A

Council Priorities	Quality Housing and Place Making
Human Resources	N/A
Property	N/A
Consultation & Engagement	<p>Budget Planning Committee was consulted on the proposed scheme for 2026/27 at its meeting on 8 July 2025. The Committee resolved to recommend to Executive that the current scheme is retained for 2026/27.</p> <p>There would be no need to consult on the widening of the claiming criteria as the current scheme allows for claims to be received in writing i.e., not on a council approved application form, which includes emails or electronic format, therefore we could implement this immediately without changes to the scheme. This would mean CTR could be automatically processed as soon as the information from the DWP is shared with the council via the current sharing agreement we have in place with the DWP, and would maximise entitlement, increase Council Tax collection rates and reduce administration due to a reduction in the requirement for the claimant to produce evidence and complete a council form. This approach will provide an efficient mechanism for claiming in all future schemes. The Council will need to include information on its website and inform stakeholders.</p>

Supporting Information

3. Background

- 3.1 The Council Tax Reduction caseload has been monitored and there has been a reduction in the number of live cases from 6,035 in June 2024 to 5878 as of October 2025.
- 3.2 As working age customers transition onto Universal Credit they are not always advised by the Department for Work and Pensions (DWP) that in order to make a claim for Council Tax Reduction (CTR), they will need to make this directly with the local authority, so in these circumstances we do see the caseload fluctuate when backdated requests for CTR are received throughout the year.
- 3.3 Currently UC applicants have to make a separate claim for CTR with the local authority, this includes in writing and by email. Electronic data shared directly from the DWP with the customers UC information could also be automatically processed as a CTR claim once this is received from the DWP. This would maximise entitlement and potentially reduce the arrears of council tax and further increase collection rates.
- 3.4 The in-year Council Tax collection rate for the 2022/23 financial year was 98.05% compared to 98.02% in 2023/24 and unchanged for 2024/25 at 98.02%, which remains the highest rate within the Oxfordshire authorities. In considering the CTR

Scheme for 2026/27 members should be mindful that any changes to the scheme that reduce entitlement to CTRS could have an adverse impact on collection rates.

4. Details

- 4.1 Since the introduction of the CTRS the benefits landscape has drastically changed. Universal Credit (UC) is based on real time information which means that any change in income generates a change in CTR through data files received directly from the DWP. Residents were therefore, receiving multiple bills and letters during the year making the process a poor user experience and making budgeting for individuals very difficult.
- 4.2 In December 2019 the Council agreed to move to an income banded scheme for customers that were of working age. The scheme assesses the maximum level of CTR based on the net income of the applicant and household members; the main principles of the scheme are as follows:
- If the applicant or partner is in receipt of one of the passported benefits (Income Support, Job Seeker's Allowance Income Based and Income Related Employment and Support Allowance or receiving War Widows or War Disablement Pensions they will automatically be placed in the highest band of the scheme and will receive 100% support.
 - Working age households will receive a discount, depending on their level of income and the band that they fall into.
 - Under this scheme, as part of our ongoing commitment to support disabled people, we will continue to disregard Disability Living Allowance, Personal Independence Payments, Attendance Allowance, War Disablement Benefits and will also continue to disregard Child Benefit and child maintenance.
 - As highlighted earlier in this report the introduction of Universal Credit and Real Time Information files means that customers can experience frequent changes in their Council Tax Reduction which in turn impacts on the amount of Council Tax payable. This makes budgeting for households more of a challenge and is impacting on our ability to collect Council Tax. The banded scheme is simpler for residents to understand and any future changes to the value of awards can be achieved by simply adjusting the banding thresholds.
 - Residents experience less change in their CTR, and the scheme reduces the number of letters and Council Tax demands issued. The Council has continued to see an overall reduction in printed mail and dispatch packs year on year with the introduction of the banded CTR scheme.
- 4.3 The current scheme was introduced from April 2020 following a period of consultation and engagement. In general, it has been well received with limited contact from customers affected by the change.
- 4.4 There is a requirement to consult with the public, major preceptors, and other parties, who may have an interest in the CTR Scheme on any material changes to

the scheme. If Members would like to consider a change to the current banded scheme, then a full consultation will need to be undertaken.

- 4.5 Any amendments proposed to the scheme (other than uprating thresholds for inflation) would require significant consultation to take place. If any changes were made to the scheme, it is unlikely to generate significant additional resources to the Council. No changes are proposed to the scheme and its eligibility criteria.
- 4.6 A change is proposed to the administration of the process to include Universal Credit customers as CTR applicants by accepting the DWP information through the data sharing agreement, would maximise any potential entitlement by reaching those potential applicants sooner and simplify access to claiming CTR for working age customers receiving UC.
- 4.7 The UC customers were monitored for 3 months from April 2025 to June 2025, this has shown that the authority has received DWP files for 128 potential council tax reduction claims that could have been put into payment immediately by using the information received from DWP at first point of contact.
- 4.8 This would mean CTR could be automatically processed as soon as the information from the DWP is shared with the council via the current sharing agreement we have in place with the DWP, and would maximise entitlement, increase Council Tax collection rates and reduce administration due to a reduction in the requirement for the claimant to produce evidence and complete a council form. This approach will provide an efficient mechanism for claiming in all future schemes. The Council will need to include information on its website and inform stakeholders.
- 4.9 It is anticipated that the increase in the scheme's cost would be nominal, with an estimated additional cost of £72K. It is anticipated that any increase would be offset by the streamlined administration of onboarding new CTR claims at the point of the customer claiming UC.

5. Alternative Options and Reasons for Rejection

- 5.1 The alternative option is to undertake a review of the current CTRS scheme but paragraph 6.1 explains the rationale for not taking this course of action.

6 Conclusion and Reasons for Recommendations

- 6.1 The current scheme is understood by customers and has enabled them to budget for their council tax payments. One of the main advantages of the banded scheme is that it reduces the number of changes that the customer will experience enabling more effective personal budgeting. There is still a lot of financial uncertainty for many customers and in the current financial climate with the ongoing cost of living crisis it is therefore recommended that the existing scheme should be retained for 2026/27.
- 6.2 Budget Planning Committee considered the proposed CTRS scheme for 2026/27 at its meeting on 8 July 2025 and resolved that the Executive be recommended to

agree that the current scheme (adjusted for inflationary purposes) be retained for 2026/27.

Decision Information

Key Decision	No
Subject to Call in	Yes
If not, why not subject to call in	N/A
Ward(s) Affected	All

Document Information

Appendices	
Appendix 1	None
Background Papers	None
Reference Papers	None
Report Author	Sandra Ganpot, Benefit Services and Performance Manager
Report Author contact details	Sandra.ganpot@cherwell-dc.gov.uk 01295 221721
Executive Director Approval (unless Executive Director or Statutory Officer report)	Report of statutory officer (S151 Officer)

This page is intentionally left blank

This report is public	
Finance Monitoring Report October 2025	
Committee	Executive
Date of Committee	2 December 2025
Portfolio Holder presenting the report	Portfolio Holder for Finance, Regeneration and Property, Councillor Lesley McLean,
Date Portfolio Holder agreed report	19 November 2025
Report of	Assistant Director Finance (S151 Officer), Michael Furness

Purpose of report

To report to the Executive the council's forecast year-end financial position as at the end of the October 2025. Further detail can be found in the report and its appendices.

1. Recommendations

The Executive resolves:

- 1.1 To consider and note the contents of the council's financial management report as at the end of October 2025.
- 1.2 To approve the Use of Reserve and Grant Funding Requests in Appendix 4.
- 1.3 To recommend to Council to approve the allocation of £1.65m capital budget to undertake roof replacement works at Castle Quay, details are held within 4.1.7 and 4.1.8 of this report and at Appendix 5.

2. Executive Summary

- 2.1 This report sets out the forecast year-end position for 2025/26, projecting an overspend of £0.400m to the financial year end.
- 2.2 The capital forecast year-end position will be reported on a Quarterly basis with the third report being December 2025.

Implications & Impact Assessments

Implications	Commentary
--------------	------------

Finance	Financial and Resource implications are detailed within sections 4.1 and 4.2 of this report. The reserves policy requires Executive to agree transfers to and from earmarked reserves and general balances during the financial year.			Joanne Kaye, Head of Finance, 5 November 2025
Legal	<p>There are no legal implications arising at this stage.</p> <p>The Council has a fiduciary duty to council taxpayers, which means it must consider the prudent use of resources, including control of expenditure, financial prudence in the short and long term and the need to act in good faith in relation to compliance with statutory duties and exercising statutory powers. The Council has a statutory obligation to maintain a balanced budget and the monitoring process enables Executive to remain aware of issues and understand the actions being taken to maintain a balanced budget.</p> <p>The report sets out as at June 2025 finance position for the Council as part of its fiduciary duty to implement budgetary controls and monitoring.</p> <p>Shiraz Sheikh, Assistant Director of Law and Governance & Monitoring Officer, 7 November 2025</p>			
Risk Management	<p>There are no risk implications arising directly from this report. Financial resilience and any risks link to it are managed through the Corporate Leadership Risk register.</p> <p>Celia Prado-Teeling, Performance Team Leader, 5 November 2025</p>			
Impact Assessments	Positive	Neutral	Negative	Commentary
Equality Impact		X		<p>There are no equalities implications arising directly from this report.</p> <p>Celia Prado-Teeling, Performance Team Leader, 5 November 2025</p>
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		X		N/A
B Will the proposed decision have an impact upon the lives of people with protected		X		N/A

characteristics, including employees and service users?				
Climate & Environmental Impact		X		N/A
ICT & Digital Impact		X		N/A
Data Impact		X		N/A
Procurement & subsidy		X		N/A
Council Priorities	This report links to all council's priorities, as it summarises our progress against them during 2025/26.			
Human Resources	N/A			
Property	N/A			
Consultation & Engagement	N/A			

Supporting Information

3. Background

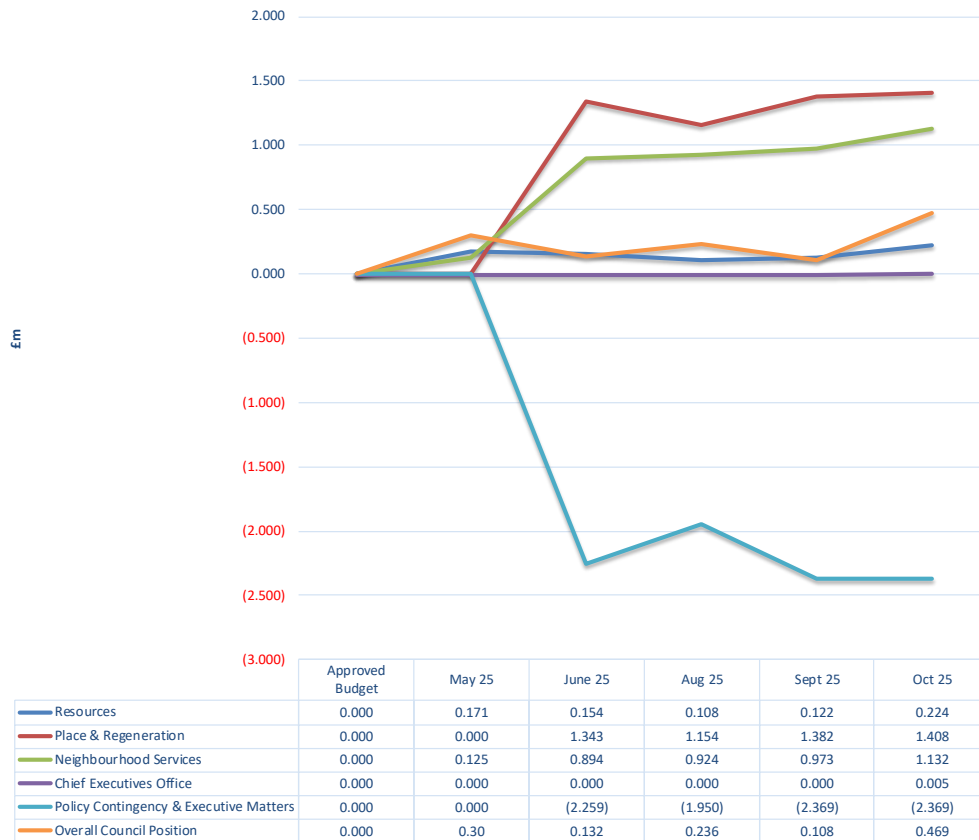
- 3.1 The council actively and regularly monitors its financial position to ensure it can deliver its corporate priorities and respond effectively to emerging issues.
- 3.2 This monitoring takes place monthly for finance, so the council can identify potential issues at the earliest opportunity and put measures in place to mitigate them.
- 3.3 These updates are consolidated on a quarterly basis where Performance and Finance updates are given due to the implications and interdependencies between them, and this is the summary financial forecast for the end of the financial year position for 2025/26.

4. Details

4.1 Finance Update

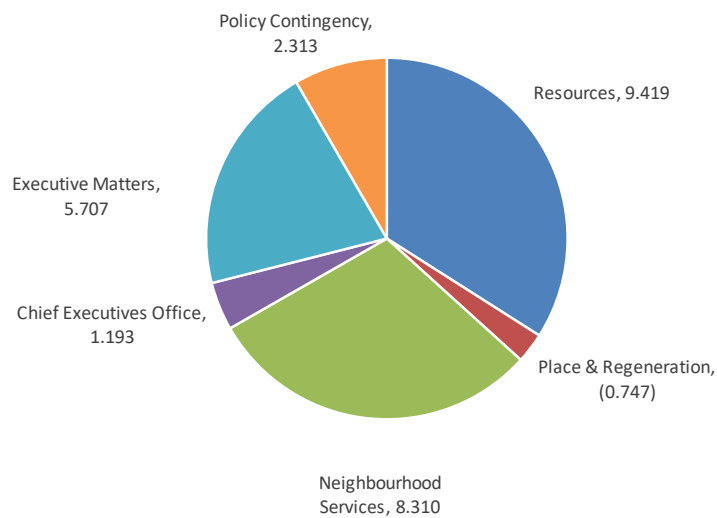
- 4.1.1 The Finance section presents the forecast year-end revenue position for the 2025/26 financial year and in a summary dashboard as detailed below:

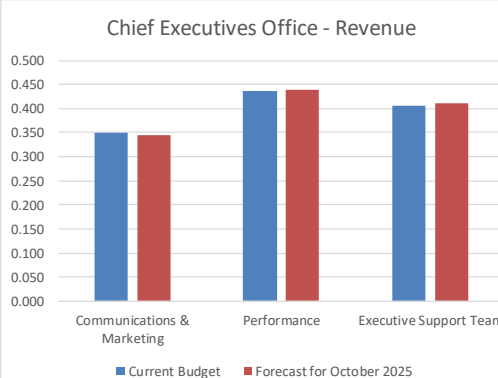
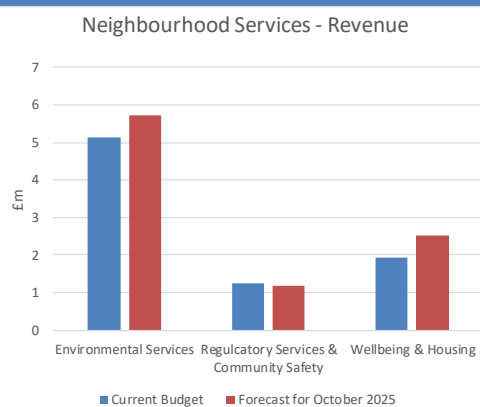
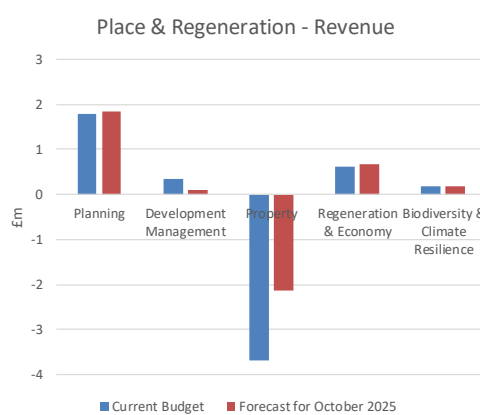
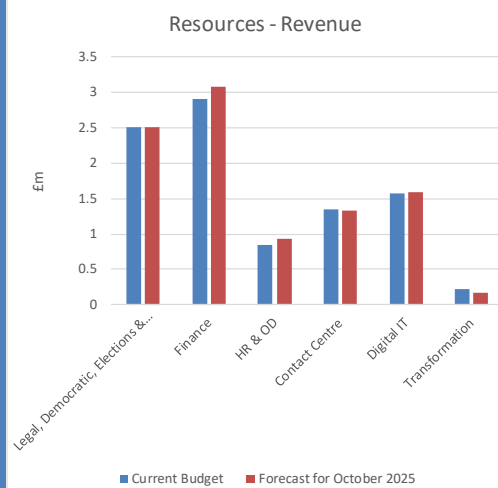
Monthly Forecast Variance By Directorate



Current Budget By Service Area

Total Net Budget £26.195m



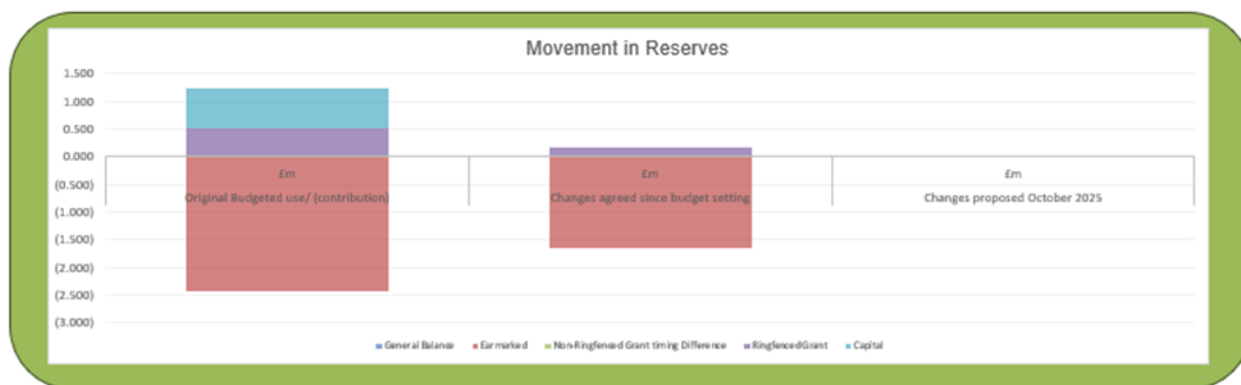


Directorate Analysis

Service	Resources	Place & Regeneration	Neighbourhood Services	Chief Executive Office	Executive Matters	Policy Contingency	Total
Budget approved by Council	9.419	-0.747	9.710	1.193	4.306	2.428	26.309
Budget Adjustments approved:							
Move of the EPR Budget to Env Servs			-1.400		1.400		
Current Budget	9.419	-0.747	8.310	1.193	5.706	2.428	26.309
Wellbeing & Housing - Top slice of grants, IT license costs and temporary accommodation costs			0.575				0.575
Environmental - gate fees, agency			0.915				0.915
Property - shortfall in projected income		1.539				-1.100	0.439
Environmental Services - Additional EPR funding			-0.309				-0.309
Treasury					-0.769		-0.769
Dividend					-0.500		-0.500
Customer Focus underspend - over recovery of land charges income and vacancies	-0.046						-0.046
Contact Centre - minor underspend	-0.009						-0.009
Planning & Development underspend - over recovery of income		0.046					0.046
Development Management - Over Recovery of Income		-0.239					-0.239
Biodiversity & Climate Resilience		0.010					0.010
Regulatory Services underspend - staffing changes & less Contribution to CCTV than anticipated			-0.049				-0.049
Regeneration & Economy - primarily due to staffing costs where a full-time post is only partially funded (50%) through the service budget.		0.052					0.052
IT - Minor overspends across the service	0.015						0.015
HR & OD - Overtime policy changes non-deliver	0.041						0.041
HR & OD - Legal employment advice	0.020						0.020
HR & OD - Recruitment costs	0.007						0.007
HR & OD - other minor overspends	0.018						0.018
Communications & Marketing - Minor Underspend				-0.004			-0.004
Finance - increased expenditure on temporary accommodation & supported accommodation claims	0.247						0.247
Finance - Additional New Burdens Grant Income	-0.069						-0.069
Performance - Minor Overspend				0.003			0.003
Executive Support Team - Minor Overspend				0.006			0.006
							0.000
Current (Under)/Overspends	0.224	1.408	1.132	0.005	-1.269	-1.100	0.400

Mitigation Table

Service	Forecast Overspend	Potential Mitigations	Potential revised Forecast Outturn	Detail on mitigation
Legal, Democratic, Elections & Procurement	0.000		0.000	
Finance	0.247		0.247	
HR & OD	0.086		0.086	
Contact Centre	(0.009)		(0.009)	
Digital IT	0.015		0.015	Filling a vacant post part way through the year
Transformation	(0.046)		(0.046)	
Resources	0.293	0.000	0.293	
Planning	0.046		0.046	
Development Management	(0.239)		(0.239)	
Property	1.539		1.539	
Regeneration & Economy	0.052		0.052	
Biodiversity & Climate Resilience	0.010		0.010	
Place & Regeneration	1.408	0.000	1.408	
Environmental Services	0.606		0.606	
Regulatory Services & Community Safety	(0.049)		(0.049)	
Wellbeing & Housing	0.575		0.575	
Neighbourhood Services	1.132	0.000	1.132	
Communications & Marketing	(0.004)		(0.004)	
Performance	0.003		0.003	
Executive Support Team	0.006		0.006	
Chief Executives Office	0.005	0.000	0.005	
Executive Matters	(1.269)	0.000	(1.269)	
Policy Contingency	(1.100)	0.000	(1.100)	
Total	0.469	0.000	0.469	
Funding	0.000	0.000	0.000	
Potential Revised Forecast (Surplus)/Deficit			0.469	



- 4.1.2 The council's overall forecast year-end position for 2025/26 is an overspend of £0.400m. The forecast currently shows an overspend across Directorates with potential mitigations that are currently being investigated, these mitigations are not part of the forecast.

The projected outturn for the services is summarised below in Table 1 and further details providing explanations for variances can be found in Appendix 2.

- 4.1.3 The October 2025 forecast shows a projected overspend of £0.400m against the current budget of £26.195m, representing a 1.5% variance. Since September, the overall position has worsened by £0.292m, mainly due to increased pressures in Resources £0.102m and Neighbourhood Services £0.162m, these movements reflect rising operational costs and demand pressures. Offsetting these overspends are significant and stable underspends in Executive Matters (£1.269m), Policy Contingency (£1.100m), which together provide a strong mitigating effect against directorate-level increases.

Table 1 – next page

Table 1: Forecast Year End Position

Service	Current Budget £m	October 2025 Forecast to Year End £m	October Variance (Under) / Over £m	% Variance to current budget %	September Variance (Under) / Over £m	Change since Previous (better) / worse £m	
Legal, Democratic, Elections & Procurement	2.518	2.518	0.000	0.0%	0.000	0.000	
Finance	2.911	3.089	0.178	6.1%	0.087	0.091	
HR & OD	0.852	0.938	0.086	10.1%	0.060	0.026	
Contact Centre	1.340	1.331	(0.009)	0.7%	0.000	(0.009)	
Digital IT	1.575	1.590	0.015	1.0%	0.015	0.000	
Transformation	0.223	0.177	(0.046)	-20.6%	(0.040)	(0.006)	
Resources	9.419	9.643	0.224	2.38%	0.122	0.102	
Planning	1.796	1.842	0.046	2.6%	0.057	(0.011)	
Development Management	0.344	0.105	(0.239)	-69.5%	(0.252)	0.013	
Property	(3.681)	(2.142)	1.539	-41.8%	1.539	0.000	
Regeneration & Economy	0.609	0.661	0.052	8.5%	0.038	0.014	
Biodiversity & Climate Resilience	0.185	0.195	0.010	5.4%	0.003	0.007	
Place & Regeneration	(0.747)	0.661	1.408	-188.5%	1.385	0.023	
Environmental Services	5.132	5.738	0.606	11.8%	0.439	0.167	
Regulatory Services & Community Safety	1.232	1.183	(0.049)	-4.0%	(0.044)	(0.005)	
Wellbeing & Housing	1.946	2.521	0.575	29.5%	0.575	0.000	
Neighbourhood Services	8.310	9.442	1.132	13.6%	0.970	0.162	
Communications & Marketing	0.350	0.346	(0.004)	-1.1%	0.000	(0.004)	
Performance	0.437	0.440	0.003	0.7%	0.000	0.003	
Executive Support Team	0.406	0.412	0.006	1.5%	0.000	0.006	
Chief Executives Office	1.193	1.198	0.005	0.4%	0.000	0.005	
Subtotal for Directorates	18.175	20.944	2.769	15.2%	2.477	0.292	
Executive Matters	5.707	4.438	(1.269)	-22.2%	(1.269)	0.000	
Policy Contingency	2.313	1.213	(1.100)	-47.6%	(1.100)	0.000	
Total	26.195	26.595	0.400	1.5%	0.108	0.292	
FUNDING	(26.195)	(26.195)	0.000	0.0%	0.000	0.000	
Forecast (Surplus)/Deficit	0.000	0.400	0.400		0.108	0.292	

Note: A positive variance is an overspend or a reduction in forecast income and a (negative) is an underspend or extra income received.

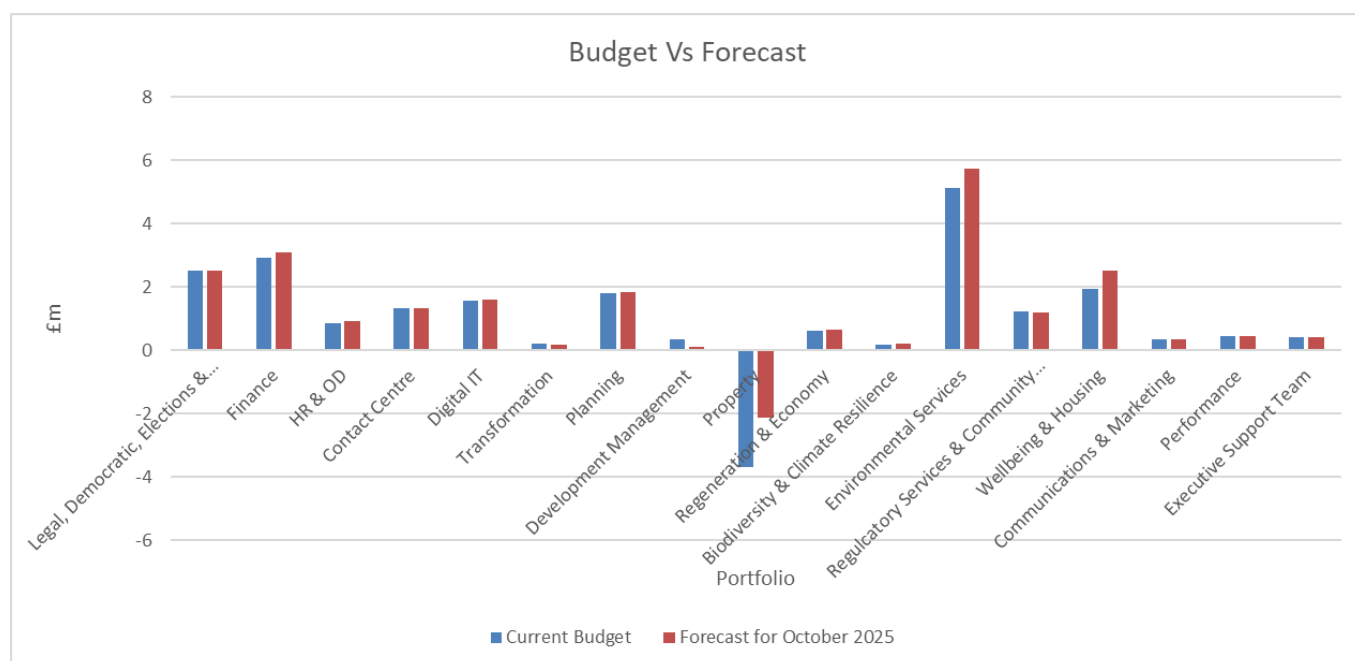
Green represents an underspend and red represents a overspend for the outturn position.

Table 2 – next page

Table 2: Analysis of Variance – October 2025

Breakdown of current month forecast	October 2025 Forecast to Year End £m	Base Budget Over/ (Under) £m	Savings Non- Delivery £m
Resources	9.643	9.572	0.071
Place & Regeneration	0.661	0.603	0.058
Neighbourhood Services	9.442	9.151	0.291
Chief Executives Office	1.198	1.193	0.005
Subtotal Directorates	20.944	20.519	0.425
Executive Matters	4.438	4.438	0.000
Policy Contingency	1.213	1.213	0.000
Total	26.595	26.170	0.425
FUNDING	(26.195)	(26.195)	0.000
(Surplus)/Deficit	0.400	(0.025)	0.425

4.1.4 The graph below shows the Budget compared with the forecast to the end of the financial year.

Graph 1: Budget compared with Forecast

4.1.5 Table 3 below summarises the major forecast variances for the reporting period. Further details can be found in Appendix 2.

Table 3: Top Major Variances:

Service	Current Budget	Variance	% Variance
Property	(3.681)	1.539	-41.8%
Environmental	5.132	0.606	11.8%
Wellbeing & Housing	1.946	0.575	29.5%
Total	3.397	2.720	

Reserves

4.1.6 Allocations to and from reserves are made according to the Reserves Policy. Table 5 below summarises the movements which have been requested as at 31 October 2025, more details can be found within Appendix 4.

Table 5: Reserves forecast:

Reserves	Balance 1 April 2025	Original Budgeted use/ (contribution)	Changes agreed since budget setting	Changes proposed October 2025	Balance 31 March 2026
	£m	£m	£m	£m	£m
General Balance	(8.021)	0.000	0.000	0.000	(8.021)
Earmarked	(31.264)	(2.444)	(1.642)	0.005	(35.345)
Non-Ringfenced	(0.033)	0.000	0.033	0.000	0.000
Grant timing Difference					
Ringfenced Grant	(1.918)	0.523	0.129	0.000	(1.266)
Subtotal Revenue	(41.236)	(1.921)	(1.480)	0.005	(44.632)
Capital	(5.321)	0.720	0.000	0.000	(4.601)
Total	(46.557)	(1.201)	(1.480)	0.005	(49.233)

*According to the Reserves Policy Executive are only required to approve uses of Capital Reserves, not contributions.

Please see Appendix 4 for proposed changes.

Castle Quay Roof Repairs

- 4.1.7 Executive is asked to recommend to Council that it approve £1.65m of capital budget for the remedial roof works to Castle Quay Centre roof. This budget estimate is inclusive of contingency and fees. There are a number of areas of the roof fabric that are, due to age, deteriorating and leaks are becoming more frequent.
- 4.1.8 Customer and tenant complaints are numerous, with wet areas on the tiled floors of the mall presenting potential slip/trips and fall hazards which are having to be managed by the centre management team to ensure public safety. Tenants have made representations, seeking damages and impacting letting of vacant and void units, where the council are fully liable for all costs incurred: -
- Works required are of a capital nature to extend the asset life of the main frame and structure of the premises, noting the roof is now 25 years old in operational use and the works seek to extend the life by 10yrs+.
 - This also provides opportunity to include infrastructure works, including re-enforcement panels, ducting and routes which may be utilised as part of ongoing green energy (photo-voltaic panels) as advances in technology, future proofing and environmental considerations are now available (and were not economically viable at original construction) and would support Council climate strategies.

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: This report summarises the council's forecast revenue financial position up to the end of March 2026, therefore there are no alternative options to consider.

6 Conclusion and Reasons for Recommendations

- 6.1 The report updates the Committee on the projected year-end financial position of the council for 2025/26. Regular reporting is key to good governance and demonstrates that the council is actively managing its financial resources sustainably.

Decision Information

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

Document Information

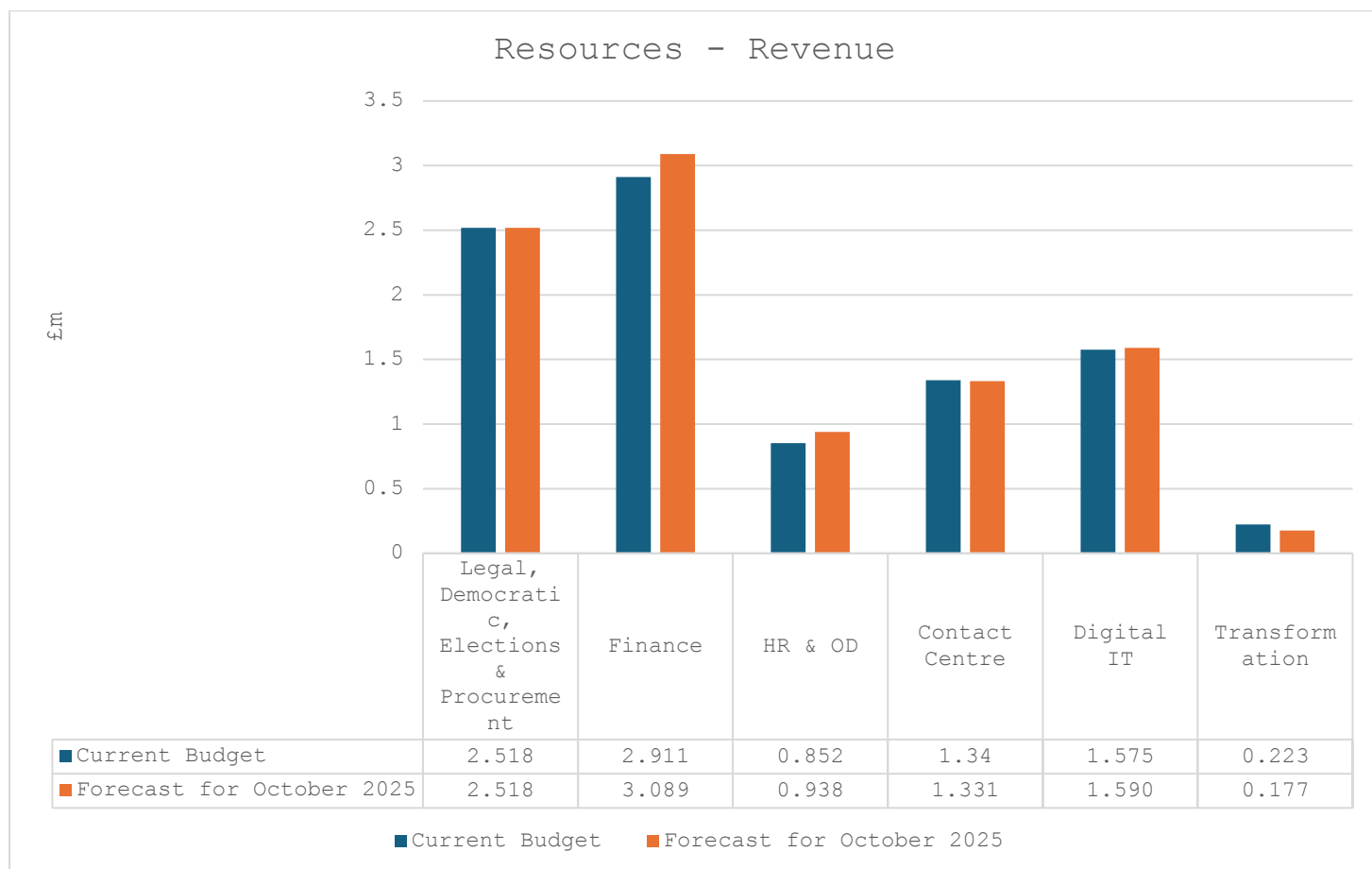
Appendices	
Appendix 1	Detailed Revenue Narrative on Forecast October 2025
Appendix 2	Virements October 2025
Appendix 3	Funding October 2025
Appendix 4	Use of Reserves and Grant Funding October 2025
Appendix 5	Castle Quay Roof Works
Background Papers	None
Reference Papers	None
Report Author	Leanne Lock, Strategic Business Partner – Business Partnering & Controls
Report Author contact details	leanne.lock@cherwell-dc.gov.uk 01295 227098
Executive Director Approval (unless Executive Director or Statutory Officer report)	Report of statutory officer, S151 Officer

Appendix 1 – Detailed Narrative on Forecast October 2025

Resources

Revenue:

Resources are forecasting £0.224m overspend against a budget of £9.419m (2.38%). The majority of the directorate's overspend relates to a share of the overtime policy implications, whilst being offset by other minor underspends. Whilst there is limited ability to reduce the actual overspend due to the reason for it occurring, the directorate monitors all spend to minimise any unnecessary costs and spend and embodies the councils aim for striving to excellence in financial management.



<p>Legal, Democratic, Elections & Procurement</p> <p>Variation £0.000m</p>	<p>We are currently showing no overspend however there is a real risk that overspend occurs. We have increased the income forecast, based on current projection, but this is very much dependent on developers/planners agreeing S106 agreements. Continued recruitment issues also mean that we continue use locum staff in high-risk areas such planning and litigation.</p>
--	--

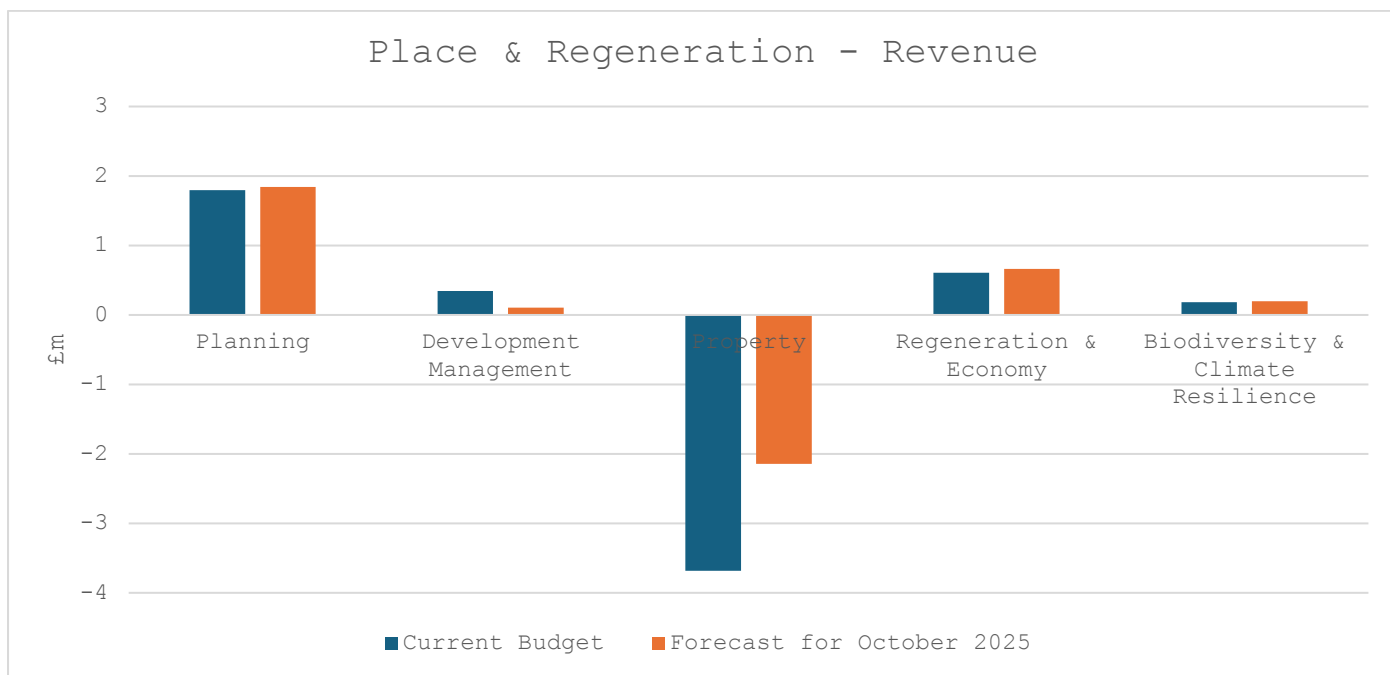
Variations To September's Forecast £0.000m	
<p>Finance</p> <p>Variation £0.178m Overspend</p> <p>Variation to September's Forecast £0.091m</p>	<p>The forecast year end position at Q2 is an overspend of £0.178m. Following the submission of the Mid-year estimate for Housing Benefit Grant to the DWP and including a review of the caseload, despite a reduction in the overall grant payments to be made, we are forecasting a overspend due to increased expenditure on Temporary accommodation and Supported accommodation claims which are not fully grant funded by the Government, but the council has an obligation to pay. Additional New Burdens grant funding has also been received of (£0.069m).</p> <p>Vacancies are being held in the Revenues and Benefits service.</p>
<p>HR & OD</p> <p>Variation £0.086m Overspend</p> <p>Variation to September's Forecast £0.026m</p>	<p>The main driver of the forecasted overspend is the corporate decision not to proceed with changes to the current overtime policy, resulting in the non-delivery of £0.041m savings. Other overspends have emerged during the year, that were not anticipated at the time of budget setting for 2025/26. These overspends include legal costs for employment advice £0.020m, graduate recruitment costs £0.007m, training software licence costs £0.012m and consultants fees relating to the structure project £0.006m</p> <p>The overspend has increased due to more legal costs anticipated and the recruitment costs for the graduates that was not included in previous forecast.</p>
<p>Contact Centre</p> <p>Variation (£0.009) Underspend</p> <p>Variation to September's Forecast (£0.009m)</p>	<p>Customer Services is running to budget. Land Charges is showing a small underspend due to additional income. However, will need to monitor closely as there is a risk that post budget impact on the housing market could reduce income during remainder of financial year.</p>
<p>Digital IT</p> <p>Variation £0.015m Overspend</p>	<p>Minor overspends across the service.</p>

Variation to September's Forecast (£0.000m)	
Transformation	
Variation (£0.046m) Underspend	Underspend is due to current Business Process Analyst Vacancy. Planning to recruit for this in Quarter four of this financial year, assuming greater clarity and stability of pipeline of work for the Transformation PMO.
Variation to September's Forecast (£0.006m)	

Place & Regeneration

Revenue:

Place & Regeneration are forecasting £1.408m overspend against a budget of (0.747m) (-188.5%).



Planning & Development Management	
Planning Variation £0.046m Overspend	Building Control is presently forecast to be within budget assisted by income receipts. Planning Policy, Conservation & Design is presently forecast to be overbudget by some £79k due to staff resource costs associated with the submission of the Local Plan and its Examination. A
Development	

<p>Management Variation Underspend (£0.239m)</p>	<p>reserve is available for the Local Plan Examination that can be called upon if required in due course. Overall, Planning & Development Management are presently forecast to be well within budget (-£0.193m) by the year end. This is mainly due to Development Management fee income being bolstered by the receipts from a number of strategic planning applications. However, the staff resourcing needs remains under review and the indicative under-spend could therefore change significantly before the year end.</p>
<p>Variation to September's Forecast Planning (£0.011m)</p> <p>Development Management £0.013m</p>	<p>The current forecast has changed by £0.002m.</p> <p>The additional income has brought with it significant additional demand on staff resource from the submitted planning applications. The additional resource needs remain under review.</p>
<p>Property</p> <p>Variation £1.539m Overspend</p>	<p>Property is forecasting an overspend of £1.539m. The main reason for this forecast is:</p> <p>Property has experienced a shortfall in projected income and higher-than-anticipated costs associated with managing its properties during the current financial period.</p> <p>Income under-recovery is primarily due to slower-than-expected tenant uptake, compounded by broader economic challenges impacting the market and the need to agree competitive lease terms to attract tenants. Void property costs exceeded budget due to extended vacancy periods and increased operational costs required to maintain the properties in a safe and marketable condition.</p> <p>We are intensifying marketing efforts to secure new tenants, reviewing cost controls on properties, and updating our financial forecasts regularly to ensure they reflect the most up to date tenancy and property information.</p> <p>These variances are being actively managed and monitored.</p> <p>Under-Recovery of Income:</p> <ul style="list-style-type: none"> • Slower-than-expected tenant uptake. • Market challenges affecting the property sector. <p>Mitigations:</p> <ul style="list-style-type: none"> • Intensified marketing to attract occupiers • Cost control measures across the service. • Regular review of financial forecasts to reflect current position. • Ongoing review of procurement and oversight processes.
<p>Variation to September's Forecast £0.000m</p>	<p>The service has some increased operational expenditure reflecting material price increases, and anticipated increases in cleaning costs partly offset by expected reductions in repair and maintenance expenditure.</p>

	The Service is carrying out a thorough review of the portfolio to identify any further mitigations that can be identified.
<p>Regeneration & Economy</p> <p>Variation £0.052m Overspend</p> <p>Variation to September's Forecast £0.014m</p>	<p>Regeneration & Growth is currently reporting an overspend of £0.052m, primarily due to staffing costs where a full-time post is only partially funded (50%) through the service budget. A review of the team's structure and budget allocation is underway, with the aim of identifying opportunities to mitigate the overspend.</p>
<p>Biodiversity & Climate Resilience</p> <p>Variation £0.010 Overspend</p> <p>Variation to September's Forecast £0.007m</p>	<p>The forecasted pressure of £0.010m within Biodiversity & Climate Resilience is largely due to an increase in forecast studies and annual reports required in 2025/26.</p> <p>The annual amount from grants is lower than anticipated of £0.001m and an increase in consultancy costs of £0.006m.</p>

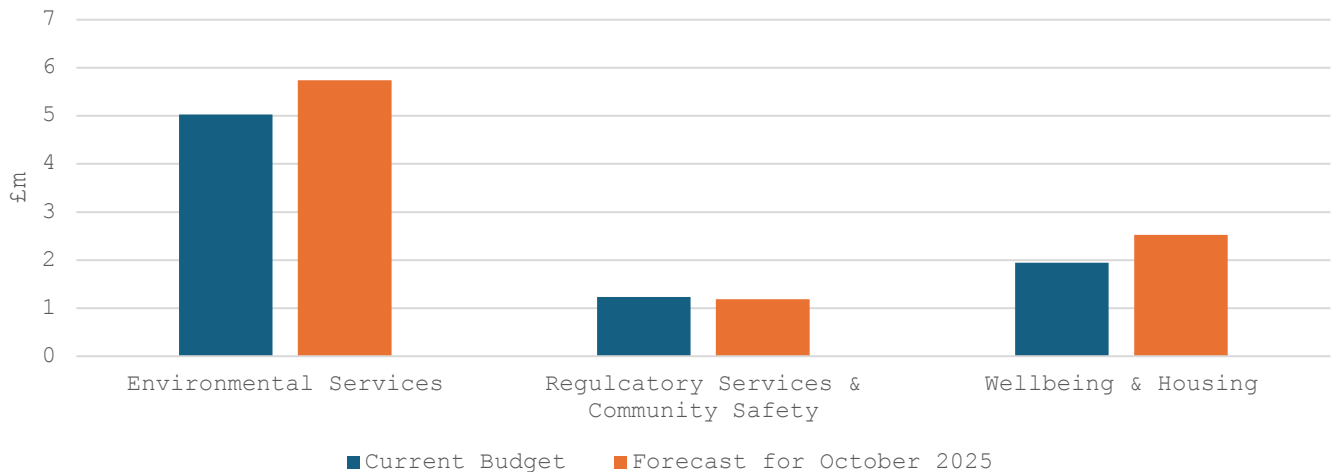
Neighbourhood Services

Revenue:

Neighbourhood Services are forecasting £1.132m overspend against a budget of £8.310m (13.6%).

The forecast overspend should remain stable as whole year costs have been reflected based on the first 6 months activity. Mitigations are being sought where possible and close working across the services to identify programmes that can be slowed or delayed to ease the budget pressures are being sought. The drivers for the overspend are long term sickness in our waste crew, additional temporary accommodation costs, and the delayed delivery of implementing an Agency arrangement in our Leisure Centres

Neighbourhood Services - Revenue



Environmental Services

Variation
£0.606m
Overspend

The forecasted pressure of £0.606m within Environmental Services is largely due to staffing pressures £0.593 within Waste and Recycling primarily as a result of agency staff usage, this continues to be closely monitored and managed alongside HR.

As part of the 2025/26 budget setting process HR proposed a cross-cutting saving reducing the overtime rate from time and a half to plain time during the working week. The policy change is not set to take place in 2025/26, so this has now been identified as an additional pressure of £0.040m within Waste and Recycling.

Higher than anticipated residual waste tonnage being direct delivered to Transfer station has resulted in an overspend of £0.094m of which £0.038m relates to 2024/25.

Delays to contract start date for new dry recycling processor have increased costs by £0.089m, this is also a result of a fall in commodity prices worldwide resulting in 67% increase in gate fee.

A reduction in garden waste subscriptions due to a predicted 1,400 less uptake compared to 2024/25 resulting in an under recovery of income of £0.058m.

Recycling Banks are currently reporting an overspend of £0.105m. The reduction in income received from sale of glass collected is also due to a 40% reduction in glass rebates received from the processor, due to a reduction in glass income and PRN's (packaging recovery notes) on the international market.

This is partly offset by non-recruitment to vacant posts of (£0.198m) within Environmental Services Admin, Vehicle Maintenance, Landscaping Street Scene and Street Cleansing. A reduction in the amount of fuel required through usage and price (£0.080m) and carrying out additional work on behalf of local partners (£0.017m)

As per the recommendation in the report the Extended Producer Responsibility (EPR) budget and forecast has been moved into

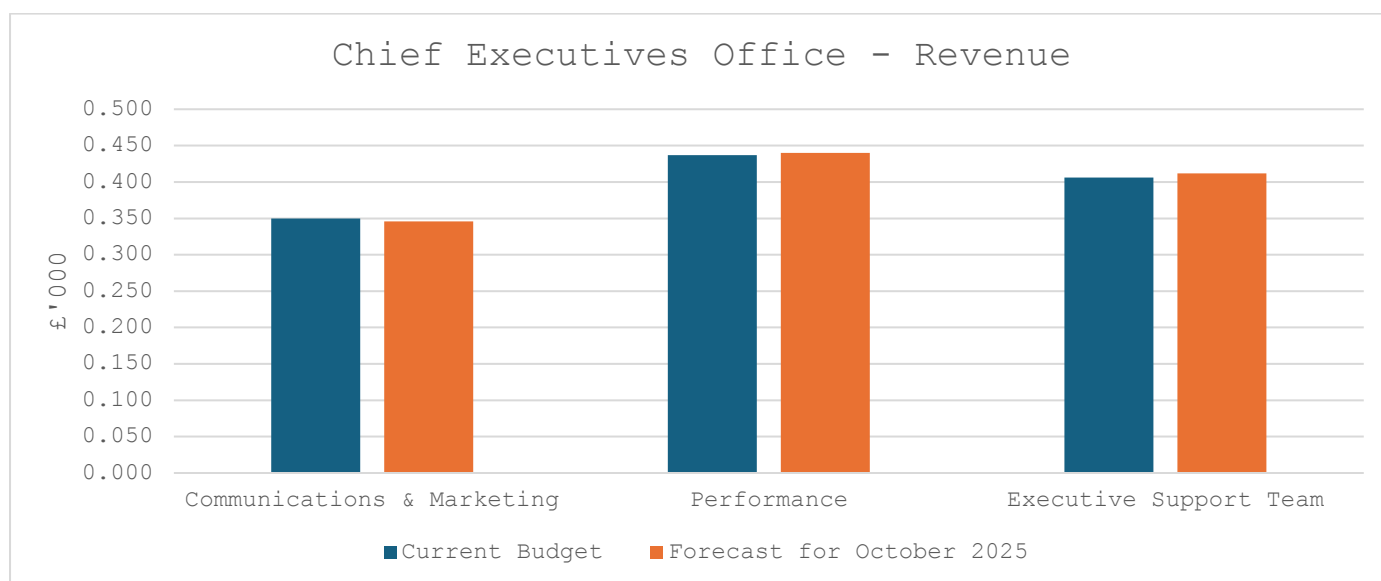
<p>Variation to September's Forecast £0.167m</p>	<p>the service from Executive Matters resulting in a reduction of overspend of (£0.309m).</p> <p>An increase in vehicle maintenance and repairs of £0.007m and vehicle hire costs of £0.008m have been required for the Street Cleansing vehicles, this as a result of an ageing fleet. This ageing fleet has also resulted in an increase in overtime for the vehicle workshop team of £0.025m in addition to an increase in annual costs for the fleet management software costs of £0.004m. An under recovery of anticipated income for the Vehicle workshop for internal and external for labour on vehicle repairs of £0.103m. A reduction of £0.015m in anticipated income for street markets and annual fairs.</p> <p>Environmental services are continuing to investigate ways to mitigate this overspend, to date they include non-recruitment to several vacant posts across the service, a reduction in Arboricultural works carried out at sites, additional work on behalf of local partners, a reduction in training carried out. This will be continued to be monitored and mitigations identified throughout the year including any noncritical services to offset this overspend.</p>
<p>Regulatory Services & Community Safety</p> <p>Variation (£0.049m) Underspend</p> <p>Variation to September's Forecast (£0.005m)</p>	<p>Regulatory Services and Community Safety are forecasting an underspend of £0.049m.</p> <p>We are expecting lower costs than previously forecast for kennelling, this is due to lower stray dog numbers than anticipated.</p>
<p>Wellbeing & Housing</p> <p>Variation £0.575m Overspend</p> <p>Variation to September's Forecast £0.000m</p>	<p>The forecast is based on whole year expenses being needed as budgeted and accounts for increased IT license costs, legal fees and the increase in temporary accommodation demand due to rising homelessness.</p> <p>Changes in temporary accommodation provision is likely to increase forecasted costs in the short term, separate from demand pressures, and this is reflected through the new forecast. Potential efficiencies from changes in contractual arrangements within the service are yet to be realised, but are being accelerated, but are not yet forecastable.</p>

Over the course of the year, it may be possible to underspend on some provisions within the budget and reduce the forecasted overspend. Allowing for the increased budget provision for temporary accommodation the scale of the eventual overspend will depend on the demand for temporary accommodation

Chief Executives Office

Revenue:

Chief Executives Office are forecasting £0.005m overspend against a budget of £1.193m (1.0%).



<p>Communications & Marketing</p> <p>Variation (£0.004m) Underspend</p> <p>Variation to September's Forecast (£0.004m)</p>	Minor Variations within the service.
<p>Performance</p> <p>Variation £0.003m Overspend</p> <p>Variation to September's Forecast £0.003m</p>	Minor Variations within the service.
Executive Support Team	

<p>Variation £0.006m Overspend</p> <p>Variation to September's Forecast £0.006m</p>	<p>Minor Variations within the service.</p>
---	---

Executive Matters

Revenue:

Executive Matters are forecasting a (£1.269m) underspend against a budget of £5.707m (-22.2%).

<p>Executive Matters</p> <p>Variation (£1.269m) Underspend</p> <p>Variation to September's Forecast £0.000m</p>	<p>Executive Matters are forecasting an underspend of (£1.269m) funding that is due to be received in July, (£0.500m) dividend expected from Graven Hill and an over recovery of net interest of (£0.769m).</p>
---	---

Policy Contingency

Revenue:

Policy Contingency are forecasting a (£1.100m) underspend against a budget of £2.420m (-45.5%).

<p>Policy Contingency</p> <p>Variation (£1.100m) Underspend</p> <p>Variation to September's Forecast £0.000m</p>	<p>Policy Contingency includes £1.100m for Market Risk. This has been released (and shown as an underspend) in order to offset overspends in the directorates</p>
--	---

This page is intentionally left blank

Appendix 2 - Virement Summary

Virement Movement

This table shows the movement in Net Budget from September 2025 to October 2025.

Virements - Movement in Net Budget	£m
Directorate Net Budget - October 2025	18.068
Directorate Net Budget - September 2025	18.068
Movement	0

Breakdown of Movements	£m
Total	0.000

This page is intentionally left blank

Appendix 3 - Funding for 2025/26

Specific Funding received since budget was set:

Dept.	Grant Name	Funding £
DLUHC	Homelessness Prevention Grant	(£0.246)
DLUHC	Rough Sleepers Accommodation Programme	(£0.035)
DLUHC	Redmond Review Implementation	(£0.024)
DLUHC	Local Audit Backstop New Burdens	(£0.046)
DLUHC	New Burdens Funding for Accommodation-based Domestic Abuse	(£0.037)
DEFRA	Biodiversity Net Gain Grant	(£0.027)
DEFRA	Food Waste Collection Grant	(£0.005)
DWP	Welfare Reform New Burdens Funding	(£0.035)
DWP	LA IT changes Scottish Government Grant	(£0.005)
DWP	LA IT Changes SHBE	(£0.001)
DWP	IT Suppliers	(£0.001)
DWP	Housing Benefit Award Accuracy Initiative	(£0.017)
Home Office	Afghan Relocations and Assistance Policy	(£1.643)
Home Office	Syrian Resettlement Programme	(£0.006)
DSIT	Innovate	(£0.003)
		(£2.131)

Grants included as part of Budget setting:

Directorate	Grant Name	£m
Communities	Afghan Relocations and Assistance Policy	(0.244)
	Asylum Accommodation Dispersal	(0.029)
	Homeless Prevention Grant	(0.763)
	Syrian Resettlement Scheme	(0.183)
	Homes for Ukraine	(0.417)
	UK Shared Prosperity Fund	(0.335)
	Communities Total	(1.972)
Resources	NNDR Cost of Collection Allowance	(0.231)
	Rent Allowances	(25.004)
	Resources Total	(25.235)
Services Sub-total		(27.207)
Corporate	Extended Producer Responsibility	(1.400)

	Funding Floor	(3.400)
	National Insurance Contribution Compensation	(0.258)
	Corporate Total	(5.058)
Cost of Services total		(32.265)
Funding	Business Rates Retained Scheme	(7.490)
	New Homes Bonus	(0.935)
	Revenue Support Grant	(0.368)
	Funding Total	(8.793)
Government Grants Total		(41.058)

Appendix 4 - Reserves and Grant Funding

Uses of/ (Contributions to) Reserves

Specific requests

Directorate	Type	Description	Reason	Amount £m
Place & Regeneration	Reserve	Climate Action Reserve	To extend the pathways study expanding on the current net zero study to further develop mitigation measures and develop our net zero strategy.	0.005
Total Earmarked Reserves				0.005
Total Grants				0.000

This page is intentionally left blank

Appendix 5 – Castle Quay Roof Works

1.0 Summary

- 1.1 Executive is recommended to recommend to Council to approve the utilisation of Capital Programme funds of £1.65m to undertake landlords works to ensure a fit for purpose watertight roof to mitigate loss of rent and further claims from occupiers at Castle Quay Banbury. The Budget estimate is inclusive of contingency and fees.
- 1.2 There are a number of areas of the roof fabric that are, due to age, deteriorating and leaks are becoming more frequent.
- 1.3 Customer and tenant complaints are numerous. Wet areas on the tiled floors in mall areas present potential slip/trips and fall hazards and need be managed by the centre management team to ensure public safety. Tenants have made representations, seeking damages, about some let areas. Leaks impact letting of vacant and void units, where CDC are fully liable for all costs incurred.
- 1.4 Works required are of a capital nature to extend the life of the of the asset. The existing roof is now at least 25 years old. The works will have a warranty of between 10 and 15 years.
- 1.5 The Council's climate strategies support installation of solar energy PV panels in suitable locations. It is not possible to include PV panel installation as part of the works proposed in this report as they are two separate workstreams requiring specialist and different contractors. However, the roof enhancement works proposed in this report will help support future delivery of PV panels by upgrading the roof area, removing redundant plant and other equipment, provision of re-enforcement panels, infrastructure ducting and routes. Installation of solar energy PV panels will require a separate report to Executive.
- 1.6 The plan, attached to this appendix, shows the roof of Castle Quay roof with some areas marked up to help with orientation.

2.0 Implications

- 2.1 **Finance:** The proposed capital expenditure will incur revenue costs associated with financing the project. Minimum revenue provision (MRP) and interest are estimated to amount to c£0.080m per annum. This will need to be built into the council's medium term financial strategy.
Joanne Kaye, Head of Finance (D151), 12 November 2025
- 2.2 **Legal:** The report notes that the contract to undertake the works will be procured, and detailed procurement/legal advice will need to be provided in relation to this procurement exercise and the contract to undertake the works.
Executive approval will be required to enter into the contract once the procurement exercise has been completed.
Denzil–John Turbervill, Head of Legal Services, 12 November 2025

- 2.3 **Risk Management:** There are no risks arising directly from this report. Any arising risks will be managed by the relevant service operational risk register and escalated to the corporate leadership risk register as and when necessary.
Shiraz Sheikh, Assistant Director Law & Governance & Monitoring Officer, 24 November 2025
- 2.4 **Climate & Environmental Impact:** The proposed works will help extend the life of the asset, will improve insulation in parts and enable future installation of PV solar panels subject to feasibility, budget and approval.
- 2.5 **Procurement & Subsidy:** Any procurement activity undertaken must comply with the Council's Procurement Rules and Regulations. All expenditure must be properly recorded using the appropriate forms and go through the relevant approval process. Subject to receiving the necessary approvals and governance, we will look to carry out a procurement exercise under an appropriate framework.
Darren Jacobs, Procurement Manager, 11 November 2025

3. Background

- 3.1 The Council as Landlord, are responsible for undertaking repair and maintenance to the structure of Castle Quay, subject to a Service Charge mechanism allowing recovery of qualifying expenditure. Undertaking a timely programme of necessary replacement of the roof fabric maintains the structure and reduces overall expenditure in the long term by avoiding the need for emergency repair. In addition, a structured replacement programme creates an attractive environment necessary to attract occupiers and consumers to the Centre.
- 3.2 The proposed works and the associated capital investment demonstrate the Council's ongoing commitment not only to Castle Quay but the wider town of Banbury by supporting the wider economy and protecting the continuing effective function of the Centre and Banbury Town Centre.
- 3.3 The proposed replacement works to the roof fabric are required to address works needed to areas of the roof fabric that are, due to age, deteriorating and leaks are becoming more frequent.
- 3.4 The procurement will be carried out by CDC Capital and Special Projects team, and they will oversee the works. Competitive Tenders will be obtained to ensure the works are delivered at best value.

4. Details

- 4.1 To undertake works in the sum of £1.65 m, inclusive of contingency and fees, comprising: -
- Removal of redundant equipment from the roof areas and capping of redundant apertures.
 - Strip back existing roof coverings to a sound substrate and localised replacement of insulation where this has been damaged due to water ingress.
 - New roof waterproofing fabric to priority areas. New roof fabric will have a warranty of no less than 10 years.

- Electrical installation alterations as required to undertake the roof works
- Lightning Protection and reinstatement as required to undertake the roof works
- Install suitable edge protection and ladder access to ensure future safe access for maintenance of the roof areas.

- 4.2 These proposals will reduce CDC's exposure to continued repair and long term escalating maintenance costs, reduce costs of continued call out and emergency repairs impacting on tenants, customers and visitors. The proposal will continue to support the shopping centre experience and its environment demonstrating a continuing commitment to Castle Quay and Banbury.
- 4.3 The new roof membrane and removal of redundant plant and equipment on the roof will allow CDC to install solar PV onto this roof space, under a separate contract of works, helping to reduce the councils carbon emissions.
- 4.4 There is potential that the cost associated with some of the proposed works could be recoverable under the Service Charge provision, mitigating the overall cost incurred, although having regard to the nature and location of the proposed works it is speculative.
- 4.5 Works will not be carried out on any part of Castle Quay that will form part of the area identified for Castle Quay Repurposing.
- 4.6 The plan attached to the appendix shows the roof of Castle Quay roof with some areas marked up to help with orientation.

5.0 Alternative Options and Reasons for Rejection

- 5.1 The following options have been identified. Option 4 is the preferred/recommended option. The other options have been rejected for the reasons as set out below.

Option 1: Do Nothing

This option has been rejected because not undertaking the works would lead to deterioration of the Castle Quay Centre, both in terms of its structural longevity and its commercial viability.

- Structurally - leading to a greater overall repair & maintenance cost. Water ingress in some localised areas is already causing concern.
- Commercially - a deteriorating unattractive environment would impair the ability of the Centre to retain and attract retail and other occupiers, resulting in occupiers relocating to alternative venues and undermining the viability of the Centre.
- Safety - Water ingress can cause issues with health and safety both in the short term through slips and longer term in the form of mould growth and fungal spores.

Option 2: Reducing the scope or complete works to a reduced area or lower specification.

This option has been rejected because the proposed new roofing works identified are regarded as essential to prolonging the life of the structure, reduce long term revenue expenditure and protecting the asset value. Ad hoc and short term repairs are not a sufficient remedy to ensuring the longevity of the assets.

Option 3: Replace the entire roof.

The whole roof does not yet need replacement. Wholesale replacement would incur significant cost. This option has been rejected on the basis of need not being established.

Option 4: Undertaking the works as described in this report with approval by Executive and Council in December 2025:

The following timeline would apply:

- CSR approval asap after Council approval on 15 Dec.
- By early Jan – procure via Framework on a mini -competition. We are currently reviewing frameworks but several are known to be suitable. We most recently used Public Procure for roof works at another property. We will be able to make that decision/recommendation within a couple of weeks.
- Feb – award contract
- Late Feb/early March – start on site. The initial phase of works is removing redundant equipment and preparation for works. During the initial phase we are not exposing the property/existing roof and it is therefore acceptable to commence onsite in late Feb/early March
- July/Aug – works completed, programme of c5 months with the works exposing the property completed during the summer months.

This is the preferred/recommended option as it means the later phase of the works are less likely to be impacted by inclement weather. In addition Property have the capacity and resources to manage the CQ roof project at this time without impacting on the procurement and delivery programme for the Salix project. It is not possible to accelerate or delay the Salix project to grant funding conditions.

Option 5: Undertaking the works as described in this report with approval by Executive and Council in March 2026:

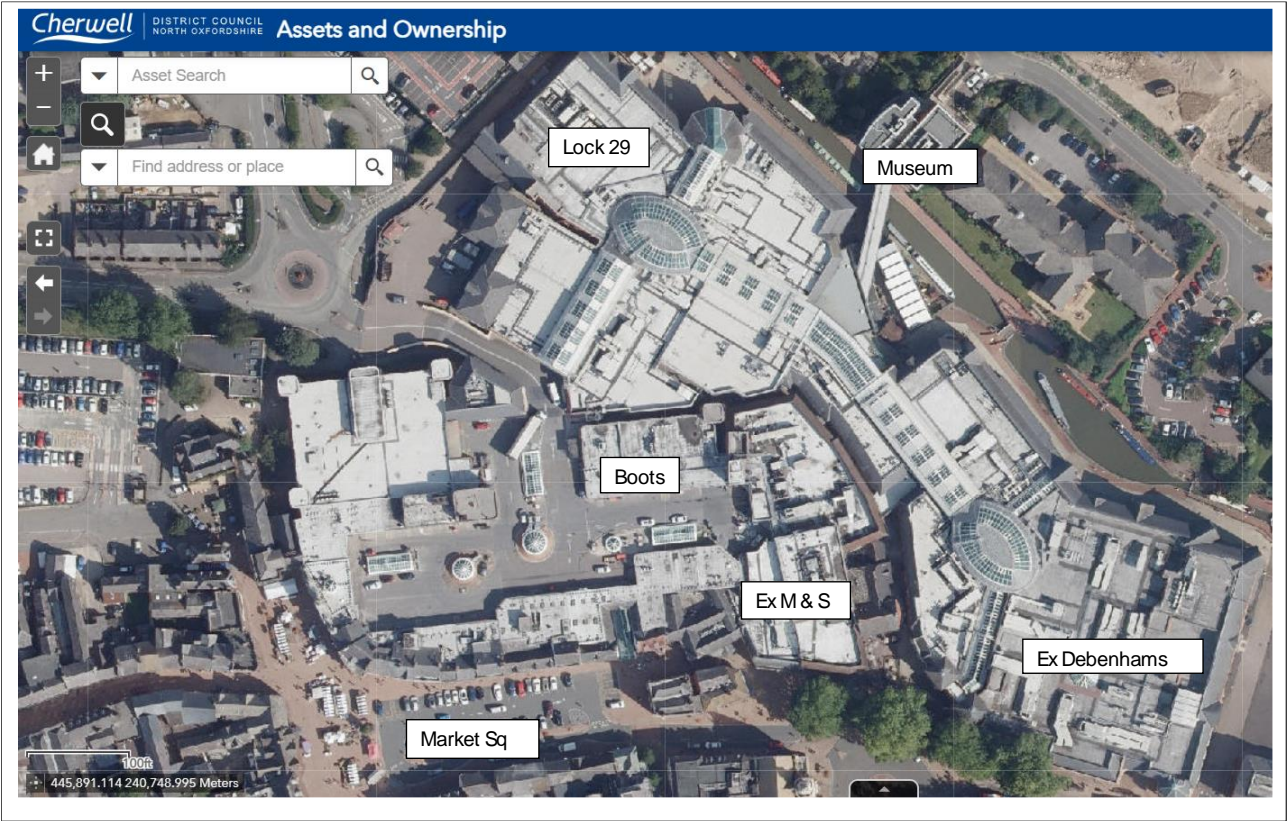
- CSR approval asap after Council approval on 16 Mar.
- By early April – procure via Framework on a mini -competition. We are currently reviewing frameworks but several are known to be suitable. We most recently used Public Procure for roof works at another property. We will be able to make that decision/recommendation within a couple of weeks.
- May – award contract
- Late May/early June – start on site. The initial phase of works is removing redundant equipment and preparation for works.
- Oct/Nov – works completed, programme of c5 months with the later phases of works exposing the property to potentially inclement weather completed during late autumn/early winter.

This option has been rejected because it would mean the later phases of the project taking place in late autumn/late winter when there is a greater risk of inclement weather. In addition Property will not have the capacity or resources to manage this project and the Salix project at the same time. It not possible to accelerate or delay the Salix project.

6 Conclusion and Reasons for Recommendations

- 6.1 Undertaking the works to the roof maintains the structure and reduces overall expenditure in the long term by avoiding the need for emergency repair. In addition, a structured replacement programme creates an attractive environment necessary to attract occupiers and consumers to the Centre. The work will have a warranty of at least 10 years helping maintain the future commercial value and structural

viability of the centre and will support future installation of solar PV panels as a separate project.



Castle Quay roof plan

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank