



Annual Meeting of Council

Wednesday 18 May 2022

Members of Cherwell District Council,

The Annual Meeting of Council will be held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA on Wednesday 18 May 2022 at 6.30 pm, and you are hereby summoned to attend.

Yvonne Rees
Chief Executive

Tuesday 10 May 2022

AGENDA

1 Apologies for Absence

2 Declarations of Interest

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

3 Communications (Pages 7 - 8)

To receive communications from the Chair.

4 Petitions and Requests to Address the Meeting

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

Addresses may be presented by:

- A Local Government elector for the area,
- A person who is wholly or mainly resident in the area,
- A Council Taxpayer or National Non-Domestic Ratepayer for the area

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

Requests to address the meeting (including the reason for the address) should be submitted to democracy@cherwell-dc.gov.uk The deadline for petitions has passed. The deadline for requests to address this meeting is noon on Tuesday 17 May 2022.

Full details of public participation at meetings is available in the Constitution or from the Democratic & Elections Team via the email address above.

5 Urgent Business

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

6 Minutes of Council (Pages 9 - 28)

To confirm as a correct record the Minutes of Council held on 28 February 2022. .

7 Election of Chairman for the Municipal Year 2022/2023

8 Investiture of Chairman

9 Vote of Thanks to Immediate Past Chair

10 Past Chair's Response

11 Election of Vice-Chairman for the Municipal Year 2022/2023

12 Investiture of Vice-Chairman

Council Business Reports

13 Annual Business Report

** Please note this report will follow as it is being reviewed and finalised **

Report of Chief Executive

14 Adoption of Revised Members' Code of Conduct (Pages 29 - 52)

Report of Interim Monitoring Officer

Purpose of report

To adopt a revised Members' Code of Conduct as unanimously recommended by the Standards Committee.

Recommendations

The meeting is recommended:

- 1.1 To adopt the revised Members' Code of Conduct.
- 1.2 To agree that:
 - it be mandatory for all Councillors to complete Code of Conduct training within 6 months of the adoption of the revised code (i.e. by mid-November).
 - It be mandatory for all Councillors to undertake Code of Conduct training within 6 months of their election (newly or re-elected) and attend a refresher at least once during their term of office.
- 1.3 To endorse the revised Members' Code of Conduct for adoption by the Town and Parish Councils in the Cherwell District.

15 Standards Arrangements - Appointment of Independent Person (Pages 53 - 58)

Report of Interim Monitoring Officer

Purpose of report

To appoint an Independent Person in light of the resignation of a current Independent Person.

Recommendations

The meeting is recommended:

- 1.1 to appoint Dr Sadie Reynolds as an Independent Person, to be appointed for a term expiring on the date of the December Council meeting in 2025.
- 1.2 to note that the appointment of the Independent Person may be renewable in 2025 for a further term of four years subject to the Independent Person wishing to continue in the role and Council agreeing the renewal of the appointment.

16 Community Governance Review - results of first consultation stage and recommendations for second consultation stage

** Please note this report will follow as it is currently being reviewed and finalised **

Report of Chief Executive

17 IT Provision for Members

** Please note this report will follow as it is being reviewed and finalised **

Report of Interim Assistant Director Law, Governance & Democratic Services & Monitoring Officer

18 Constitution Updates

** Please note this report will follow as it is being reviewed and finalised **

Report of Interim Assistant Director Law, Governance & Democratic Services & Monitoring Officer

19 Annual Report of the Accounts, Audit & Risk Committee 2021/22 (Pages 59 - 78)

Report of Assistant Director of Finance & Section 151 Officer

Purpose of report

This report presents the annual report of the Accounts, Audit & Risk Committee 2021/22 and seeks agreement to amend the Terms of Reference of the Committee.

Recommendations

The meeting is recommended:

- 1.1 To note the contents of the Annual Report of the Accounts, Audit & Risk Committee 2021/22 (Appendix 1).
- 1.2 To agree the updated Terms of Reference for the Accounts, Audit and Risk Committee (Appendix 2).

For information

Please note:

Members are advised that written questions and motions for the next scheduled Council meeting on Monday 18 July 2022 must be submitted to the Assistant Director Law, Governance & Democratic Services & Monitoring Officer, democracy@cherwell-dc.gov.uk, by noon on Wednesday 6 July 2022.

FIRST MEETINGS OF COMMITTEES

Appointments of Chairmen and Vice-Chairmen of Committees

At the conclusion of the Council's proceedings all Members are asked to remain in their seats in the Council Chamber while Committees meet for the purpose of electing their Chairmen and Vice-Chairmen.

The Interim Monitoring Officer will ask the members on each committee to stand in turn and the relevant members are asked to stand/sit as appropriate:

- Accounts, Audit and Risk Committee
- Appeals Panel
- Budget Planning Committee
- Licensing Committee
- Overview and Scrutiny Committee
- Personnel Committee
- Planning Committee
- Standards Committee

The Interim Monitoring Officer will seek nominations for Chairman. Once appointed, the Chairman of each Committee will seek nominations for Vice-Chairman.

Councillors are requested to collect any post from their pigeon hole in the Members Room 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 221589 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) 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.

Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections democracy@cherwell-dc.gov.uk, 01295 221589