



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting
of the Executive held on Monday 7 June 2021**

1. Date of publication of this summary: 8 June 2021
2. Decisions (if any) taken as a matter of urgency under Overview and Scrutiny Procedure Rules as set out in the Constitution (and not therefore subject to the call-in procedure): None, however items 11, 12 and 16 are not subject to call-in as they are notifying Executive of urgent decisions already taken
3. Date by which notice of call-in of any of the following decisions must be received in writing by the Chief Executive (see notes below):- Noon on Friday 11 June 2021
4. Notes:-
 - (a) For background documentation to the following decisions, please refer to the agenda and supporting papers (copies of which are available on the Council's website (www.cherwell.gov.uk) or from Democratic Services);
 - (b) Notice of call-in must be submitted in writing, by email or text to the Chief Executive by the deadline specified above, and must state the reason or reasons why "call-in" has been requested;
 - (c) Call-in can be requested by any six non-executive members of the Council.
However, if at any point during a municipal year the total number of opposition councillors is six or less the total number of non-executive members required to call-in a decision shall be the total number of opposition councillors less two.
 - (d) Decisions not called-in by the deadline specified above will become effective immediately the deadline has expired (unless they are recommendations to the Council).
 - (e) The Council has stipulated that the call-in procedure should not be used to challenge decisions as a matter of course and should be used only when fully justified.

**Yvonne Rees
Chief Executive**

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Agenda Item 6 Car Parking</p> <p>Report of Assistant Director Environment Services</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the progress on delivery of the car parking strategy & action plan.</p> <p>1.2 To approve changing Bolton Road car park to a short stay car park once Cherwell Drive long stay car park is completed.</p> <p>1.3 To approve the change of Chapel Brook car park to a long stay car</p>	<p>Resolved</p> <p>(1) That the progress on delivery of the car parking strategy and action plan be noted.</p> <p>(2) That changing Bolton Road car park to a short stay car park once Cherwell Drive long stay car park is completed be approved.</p> <p>(3) That the change of Chapel Brook car park to a long stay car park be approved.</p> <p>(4) That it be approved to increase car park charges by August 2021 (Annex to the Minutes as set out in</p>	<p>The Car Parking Strategy and the associated action plan has been developed with the input of elected members and other key stakeholders. The strategy was approved last autumn and the action plan is regularly reviewed & updated</p> <p>The number of pay on exit car parks are gradually increasing, Civil Parking Enforcement will be implemented in late 2021 and electric charging facilities are starting to be installed. The charges in car parks have been reviewed and are below comparable nearby towns</p> <p>The recommended changes in charges brings the charges in line with towns in the neighbouring areas. This</p>	<p>Option 1: To adopt the recommendations.</p> <p>Option 2: To reject the recommendations and to ask officers to review matters including the revised parking charging levels</p>	<p>None</p>

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<p>park.</p> <p>1.4 To increase car park charges by August 2021 (Appendix 1).</p> <p>1.5 To note the progress on the move to Civil Parking Enforcement.</p>	<p>the Minute Book).</p> <p>(5) That the progress on the move to Civil Parking Enforcement be noted.</p>	<p>change if it had been implemented from April 2021 would have raised £400k during 2021/22. The proposed change during July will generate around £260k in 2021/22 and £400k in 2022/23 subject to car parking numbers recovering after the pandemic. To achieve higher levels of increased income in 2021/22 would require steeper rises in charges which would move parking charges above some neighbouring towns and even some other existing providers in the district.</p>		
<p>Agenda Item 7 Oxfordshire Economic Recovery Plan</p> <p>Report of Assistant Director - Growth and Economy</p>	<p>Resolved</p> <p>(1) That the Oxfordshire Economic Recovery Plan be supported and endorsed.</p>	<p>The publication of the Economic Recovery Plan (ERP) is welcomed as a positive response to tackling the serious detrimental impact of COVID-19 on the</p>	<p>Option 1: To do nothing and not participate in the development of the ERP. This was rejected because the economic impact of COVID-19 was so great</p>	<p>None</p>

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<p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To support and endorse the Oxfordshire Economic Recovery Plan</p> <p>1.2 To ensure that key elements of the Economic Recovery Plan are incorporated into the emerging Recovery and Prosperity Strategy for Cherwell (formerly the Cherwell Industrial Strategy) and will incorporate key projects such as job fairs as part of a comprehensive response to the District's economic recovery from the pandemic.</p>	<p>(2) That officers be requested to ensure that key elements of the Economic Recovery Plan are incorporated into the emerging Recovery and Prosperity Strategy for Cherwell (formerly the Cherwell Industrial Strategy) and it be noted it will incorporate key projects such as job fairs as part of a comprehensive response to the District's economic recovery from the pandemic.</p>	<p>Oxfordshire economy.</p> <p>The request to HM Government for £437m is a positive and ambitious one; realistically, the chances of achieving this level of funding are unlikely but even a fraction of this will be a good achievement. The critical thing is how the funding which is attracted is invested. The ERP Action Plan and the Recovery and Prosperity Strategy for Cherwell will set out the various projects and activities required to help deliver economic recovery.</p>	<p>that positive action was needed.it was not realistic</p> <p>Option 2: To go it alone – this was rejected because HM Government had asked LEPs to lead on developing Economic Recovery Plans not tier 2 local authorities</p>	

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<p>Agenda Item 8 Monthly Performance, Risk and Finance Monitoring Report</p> <p>Report of Director of Finance and Head of Insight and Corporate Programmes</p> <p>Recommendations</p> <p>The meeting recommended:</p> <p>1.1 To note the monthly Performance, Risk and Finance Monitoring report.</p> <p>1.2 To note the Annual Performance Report 2020/21.</p>	<p>Resolved</p> <p>(1) That the monthly Performance, Risk and Finance Monitoring report be noted.</p> <p>(2) That the Annual Performance Report 2020/21 (annex to the Minutes as set out in the Minute Book) be noted.</p>	<p>The Council is committed to performance, risk and budget management and reviews progress against its corporate priorities on a monthly basis.</p> <p>This report provides an update on progress made during March 2021 and also reflects on the past 12 months in delivering the Council's priorities through reporting on Performance, the Leadership Risk Register and providing an update on the financial position.</p>	<p>Option 1: This report illustrates the Council's performance against the 2020-21 business plan. As this is a monitoring report, no further options have been considered. However, Members may wish to request that officers provide additional information.</p>	<p>None</p>
<p>Agenda Item 9</p>	<p>Resolved</p>	<p>It is proposed that</p>	<p>Option 1: Not to appoint</p>	<p>None</p>

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<p>Appointments to Outside Bodies and Member Champions 2021/2022</p> <p>Report of Director of Law and Governance</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To make and cease appointments to partnerships, outside bodies and Member Champions for 2021/2022 as set out in Appendix 1 to this report (to follow).</p> <p>1.2 To delegate authority to the Director of Law and Governance, in consultation with the Leader of the Council, to appoint Members to</p>	<p>(1) That appointments to partnerships, outside bodies, Member Champions and advisory groups for 2021/2022 be made and ceased as set out in the annex to the Minutes (as set out in the Minute Book).</p> <p>(2) That authority be delegated to the Director of Law and Governance, in consultation with the Leader of the Council, to appoint Members to any outstanding vacancies and make changes to appointments as may be required for the 2021/2022 Municipal Year.</p>	<p>representatives are appointed to Partnerships, Outside Bodies and as Member Champions to ensure that the Council is represented and maintains links with partnerships and outside bodies.</p> <p>Delegation to the Director of Law and Governance in consultation with the Leader provides flexibility for the remainder of the Municipal Year to appoint to any outstanding vacancies, or if amendments are required to any appointments, and ensures they are made in a timely manner.</p> <p>A review of the Member Champions roles and appointments will ensure that the function remains fit for purpose.</p>	<p>representatives to outside bodies, partnerships and as Member Champions. This is not recommended as the internal working groups would be ineffective and the Council would not be represented on these outside bodies and could miss valuable information and opportunities.</p>	

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<p>any outstanding vacancies and make changes to appointments as may be required for the 2021/2022 Municipal Year.</p> <p>1.3 To request the Director of Law and Governance to undertake a review of the Member Champion terms of reference and areas appointed.</p>	<p>(3) That the Director of Law and Governance be requested to undertake a review of the Member Champion terms of reference and areas appointed to.</p>			
<p>Agenda Item 10 Appointment of Shareholder Committee for the municipal year 2021/2022</p> <p>Recommendation</p> <p>The meeting is recommended:</p> <p>(1) To appoint three Executive members to</p>	<p>Resolved</p> <p>(1) That Councillors Ilott, Wing and Wood be appointed to the Shareholder Committee for 2021/2022.</p>	<p>The Shareholder Committee is a sub-committee of Executive comprising three Executive members. The membership of the Shareholder Committee in 2020/21 was Councillors Wood, Ilott, Donaldson. As Councillor Donaldson is no longer on Executive, it is necessary for Executive to</p>	<p>Option 1: Not to appoint to the Shareholder Committee. This is not recommended as the Committee would not be able to fulfil its functions.</p>	<p>None</p>

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<p>the Shareholder Committee for 2021/2022.</p>		<p>confirm the membership of the Shareholder Committee for 2021/2022.</p>		
<p>Agenda Item 11 Notification of Decision taken by the Corporate Director - Environment & Place under Urgency Powers: Weston-on-the Green Neighbourhood Plan</p> <p>Report of Assistant Director – Planning & Development</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the urgent decision taken by the Corporate Director – Environment & Place presented at Appendix 1</p>	<p>Resolved</p> <p>(1) That the urgent decision taken by the Corporate Director – Environment and Place regarding the Weston-on-the-Green Neighbourhood Plan be noted.</p>	<p>In line with the Constitution this report is informing Executive of a decision that was taken by the Corporate Director – Environment & Place under urgency powers.</p>	<p>There are no alternative options as this report is submitted in line with the Constitution to inform Executive of a decision that was taken by the Corporate Director – Environment & Place under urgency powers.</p>	<p>None</p>

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<p>Agenda Item 12 Notification of Decision taken by the Corporate Director - Environment and Place under Urgency Powers - Garden Town Government Grant Programme</p> <p>Report of Corporate Director - Environment and Place</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the urgent decision taken by the Corporate Director - Environment and Place presented at Appendix 1.</p>	<p>Resolved</p> <p>(1) That the urgent decision taken by the Corporate Director - Environment and Place regarding the Garden Town Government grant programme be noted.</p>	<p>Due to the urgency of the Government wanting the funding to be provided and spent in 2020/21 it was not possible to wait for the next Executive meeting for a decision to progress these proposals. The schemes already had tacit approval as phase 1 is included in the 2020/21 capital programme. Including the schemes in the 2020/21 capital programme provided the necessary authority to spend the funding by 31 March 2021.</p>	<p>There are no alternative options as this report is submitted in line with the Constitution to inform Executive of a decision that was taken by the Corporate Director – Environment & Place under urgency powers.</p>	<p>None</p>

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<p>Agenda Item 15 Summary of Bad Debt Write Offs</p> <p>Exempt report of Director of Finance & Section 151 Officer</p>	<p>Resolved</p> <p>(1) That, having given due consideration, the proposed bad debt write offs recommended for write-off relating to Business Rates be approved.</p> <p>(2) That, having given due consideration, the proposed bad debt write offs recommended for write-off relating to other sundry debts be approved.</p> <p>(3) That, having due consideration, the proposed bad debt write offs recommended for</p>	<p>There are certain circumstances where it is practically or legally impossible to collect outstanding debts due to the Council. The Council's financial procedure rules require that recommended write offs with an outstanding balance of £5,000 and above for Council Tax, Overpayment of Housing Benefit or Sundry Debtors, and £10,000 and above for Non- Domestic Rates must be approved by the Executive.</p>	<p>Option One: Not to agree the recommendations. This is not recommended as it is good practice to write off any irrecoverable debts on a regular basis.</p>	<p>None</p>

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	write-off relating to Housing Benefit Overpayments be approved.			
<p>Agenda Item 16 Graven Hill Update</p> <p>Exempt report of Corporate Director Commercial Development, Assets and Investment</p>	<p>Resolved</p> <p>(1) That an update to the urgent exempt decision taken on 16 February by the Corporate Director – Commercial Development, Assets and Investment as detailed in the exempt decisions be noted.</p>	<p>In accordance with the Constitution, this report is being submitted to the Executive advising of the change to the previously reported arrangements, as detailed in the exempt decision.</p>	<p>Option 1: Not to note the report. This is not recommended as the action has been taken and it is a constitutional requirement for it to be reported to the Executive</p>	<p>None</p>