



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting
of the Executive held on Monday 7 November 2022**

1. Date of publication of this summary: 8 November 2022
2. Decisions (if any) taken as a matter of urgency under Overview and Scrutiny Procedure Rules as set out in the Constitution (and not therefore subject to the call-in procedure): None
3. Date by which notice of call-in of any of the following decisions must be received in writing by the Chief Executive (see notes below):- Noon on Friday 11 November 2022
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 7 Annual Delivery Plan 2022/24</p> <p>Report of Chief Executive</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To agree the key Strategic Priorities for our Council.</p> <p>1.2 To approve the Annual Delivery Plan 2022/24.</p> <p>1.3 To approve the requirement for future amendments to our Council's Finance, Performance and Risk reporting to incorporate progress on the key Strategic Priorities as</p>	<p>Resolved</p> <p>(1) That the key Strategic Priorities for our Council be agreed.</p> <p>(2) That the Annual Delivery Plan 2022/24 (annex to the Minutes as set out in the Minute Book) be approved.</p> <p>(3) That the requirement for future amendments to our Council's Finance, Performance and Risk reporting to incorporate progress on the key Strategic Priorities be approved.</p>	<p>Through the agreement of the recommendations contained in this report the Council is ensuring the focussed delivery of the priorities contained within the Business Plan on behalf of the local communities we are here to serve.</p>	<p>Option One: No Annual Delivery Plan – given the challenges and opportunities facing the Council the need for a clear plan which enables the Council's achievement of the Business Plan is essential.</p> <p>Option Two: Annual Delivery 2023/24 - given the challenges and opportunities facing the Council the need for a timely plan which enables the Council's achievement of the Business Plan is essential.</p>	<p>None</p>

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recommended in this report.				
<p>Agenda Item 8 Monthly Performance, Risk and Finance Monitoring Report September 2022</p> <p>Report of Assistant Director of Finance and Interim Assistant Director Customer Focus</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the monthly Performance, Risk and Finance Monitoring Report September 2022.</p> <p>1.2 To approve the changes to reserves in Appendix 5.</p>	<p>Resolved</p> <p>(1) That the monthly Performance, Risk and Finance Monitoring Report September 2022 be noted.</p> <p>(2) That the following changes to reserves be approved:</p> <ul style="list-style-type: none"> • Directorate: Communities • Type: Earmarked • Description: Heat Networks • Reason: Return of Heat Networks funding no longer required • Amount £m: (0.017) 	<p>This report provides an update on progress made during September 2022, to deliver the Council’s priorities through reporting on Performance, Leadership Risk Register and providing an update on the Financial Position. The Council is committed to performance, risk and budget management and reviews progress against its corporate priorities on a monthly basis.</p> <p>With regards the release of the remaining funds from capital budget 40238 “IT Shared Services”, the original proposal in 2019 was to complete activities to support the IT Strategy</p>	<p>Option 1: This report illustrates the Council’s performance against the 2022-23 Business Plan. Regarding the monitoring aspects of the report, no further options have been considered. However, members may wish to request that officers provide additional information. Regarding the recommendation to approve changes in use of reserves, members could choose to reject the change of use, however, the request is in accordance with the councils Reserves Policy and within existing budgets. If Members chose not to agree to the</p>	<p>None</p>

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<p>1.3 To approve the release of the remaining funds from capital budget 40238 "IT Shared Services". The original proposal in 2019 was to complete activities to support the IT Strategy revolving around the joining up with Oxfordshire County Council (OCC). Cherwell District Council (CDC) decoupling from OCC has marked that chapter of the IT Strategy as complete. However, ahead of the creation of CDC's Digital Strategy, we are exploring areas of improvement to reduce the demand on services and provide proactive services to our citizens.</p>	<ul style="list-style-type: none"> • Total Earmarked Reservices £m: (0.017) <p>(3) That the release of the remaining funds from capital budget 40238 "IT Shared Services" be approved.</p>	<p>revolving around the joining up with Oxfordshire County Council (OCC). Cherwell District Council (CDC) decoupling from OCC has marked that chapter of the IT Strategy as complete. However, ahead of the creation of CDC's Digital Strategy, we are exploring areas of improvement to reduce the demand on services and provide proactive services to our citizens. This aligns with the original proposal of exploring revenue savings and adding efficiencies.</p>	<p>changes in transfers to reserves, then this would mean resource would need to be found for these projects separately in future years.</p>	

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<p>This aligns with the original proposal of exploring revenue savings and adding efficiencies.</p>				
<p>Agenda Item 9 Garden Waste Charges for 2023/24</p> <p>Report of Assistant Director Environmental Services</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To Launch the Garden Waste Subscription service for 2023/24 from 1 December 2022.</p> <p>1.2 To Implement the revised prices as set out in Appendix 1.</p>	<p>Resolved</p> <p>(1) That it be agreed to launch the Garden Waste Subscription service for 2023/24 from 1 December 2022.</p> <p>(2) That the following revised prices be implemented:</p> <ul style="list-style-type: none"> • Annual Charge: £43/year • ‘Early bird’ Charge (order before 1 March 2023): 	<p>The garden waste subscription will be launched on 1 December 2022 to give residents certainty on prices in 2023/24 and to smooth demand for licences over a reasonable period.</p>	<p>Option 1: Launch the garden waste subscription service for 2023/24 from a later date with revised prices. This has been rejected as it compresses timescales and makes administration of the process more difficult & mistakes are more likely.</p> <p>Option 2: Launch the garden waste subscription service for 2023/24 with unchanged prices. This has been rejected due to the rising costs of service delivery, especially fuel costs.</p>	<p>None</p>

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	<p>£39/year</p> <ul style="list-style-type: none"> • Additional bins: £33/year for each additional bin 		<p>Option 3: Launch the garden waste subscription service for 2023/24 with higher prices than set out. This has been rejected as subscriptions are likely to fall resulting in less overall income</p>	
<p>Agenda Item 10 Cherwell Sports Studies</p> <p>Report of Assistant Director Wellbeing and Housing</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To recognise the 2022 Sports Studies as influential strategic documents, and agrees they should be used to</p>	<p>Resolved</p> <p>(1) That the 2022 Sports Studies be recognised as influential strategic documents and it be agreed they should be used to seek developer contributions / influence capital bids / seek external funding.</p> <p>(2) That it be agreed that the documents are</p>	<p>The final Sports Study documents will be used to work with partners and other organisations on delivery models to improve and develop sports facilities where needed, to ensure the effective provision of sport and leisure opportunities across the District. The main aim is to ensure that a network of sports facilities is in place to cater for the health and wellbeing of the current and future population.</p>	<p>Option 1: To reject the findings of the Sports Studies, and to seek an alternative means of assessing current and future facility provision. This is not recommended, as it will be costly and will not meet Sport England assessment criteria, which is required for planning compliance and funding bids.</p>	<p>None</p>

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<p>seek developer contributions / influence capital bids / seek external funding.</p> <p>1.2 To agree that the documents are shared with partners to ensure wider understanding and influence.</p> <p>1.2 To request that the documents are annually reviewed by officers, Sport England and National Governing Body representatives, and Members are kept abreast of key changes.</p>	<p>shared with partners to ensure wider understanding and influence.</p> <p>(3) That officers, Sport England and National Governing Body representatives be requested to annually review the documents and Members be kept abreast of key changes.</p>			
<p>Agenda Item 11 Commissioning of the General Information and Money Advice Service 2023 - 2024</p>	<p>Resolved</p> <p>(1) That authority be delegated to the Assistant Director</p>	<p>As the setting of the 2022 budget required a saving in the commissioning of a Money Advice service, an extension of the current</p>	<p>Option 1: Do not award a Contract. This option has been rejected because Cherwell District Council is in need of a Free money</p>	<p>None</p>

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<p>Report of Assistant Director Wellbeing and Housing</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To delegate authority to Assistant Director Wellbeing and Housing to award the contract for the provision of an Agency and Temporary Staff Managed Service in consultation with the Monitoring Officer and s151 Officer.</p> <p>1.2 To delegate authority to the Monitoring Officer to enter into the agreement with the successful provider.</p>	<p>Wellbeing and Housing to award the contract for the provision of an Agency and Temporary Staff Managed Service in consultation with the Monitoring Officer and s151 Officer.</p> <p>(2) That authority be delegated to the Monitoring Officer to enter into the agreement with the successful provider.</p>	<p>provision was not an option to explore in ensuring a continued Money Advice Service. For this reason, it was agreed that an entirely new commission would take place. The process was open to any operator in the market with a “general information” and “money advice” specialism.</p> <p>The current contract ends on 31 December 2022. To achieve the required savings, the new contract must begin at the lower rate on 1 January 2023.</p> <p>An exhaustive procurement exercise was undertaken whereby value for money research was undertaken, a specification that met current and future needs of Cherwell residents was</p>	<p>Advice and General information service for its residents</p> <p>Option 2: Extend Current contract at current cost. This option has been rejected because Cherwell District Council is Committed to making savings in 2021/2022. The current cost is unsustainable and when considering comparable public services, not optimal value for money</p>	

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		<p>formulated, and in conjunction with Oxford County Council, procurement team, a tender was launched to the market.</p> <p>Two respondents submitted tenders and these tenders were assessed by the CDC procurement specialist for eligibility and by the Housing Commissioning officer, Housing Manager and by Cherwell's Housing consultant to assess quality assurance.</p> <p>It was unanimously agreed that Tender 2 has met and exceeded the stated tender requirements.</p>		
Agenda Item 13 Commissioning of the General Information and	Resolved (1) That the exempt	As detailed under item 10	As detailed under item 10	None

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Money Advice Service 2023 - 2024 - Exempt Appendix	appendix be noted.			