



**Committee: Executive**

**Date: Monday 6 February 2023**

**Time: 6.30 pm**

**Venue Bodicote House, Bodicote, Banbury, Oxon OX15 4AA**

**Membership**

**Councillor Barry Wood  
(Chairman)**

Councillor Phil Chapman  
Councillor Nicholas Mawer  
Councillor Adam Nell  
Councillor Eddie Reeves

**Councillor Ian Corkin (Vice-Chairman)**

Councillor Colin Clarke  
Councillor Richard Mould  
Councillor Lynn Pratt  
Councillor Dan Sames

## 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 Chairman to report on any requests to submit petitions or to address the meeting.

**4. Minutes (Pages 9 - 20)**

To confirm as correct records the Minutes of the meetings held on 9 January 2022 and 19 January 2022.

**5. Chairman's Announcements**

To receive communications from the Chairman.

## **6. Urgent Business**

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

## **7. Budget Setting for 2023/24 and the Medium-Term Financial Strategy up to 2027/28 (Pages 21 - 244)**

Report of Assistant Director of Finance (S151 Officer)

### **Purpose of report**

This report is the culmination of the Budget and Business Planning process for 2023/24 to 2027/28 and sets out the Executive's proposed Business Plan and related revenue budget for 2023/24, medium term financial strategy to 2027/28, capital programme to 2027/28 and all supporting policies, strategies, and information to recommend to full Council.

The Council adopts a forward looking and anticipatory approach to its financial management, which was acknowledged by the recent Peer Review in November 2022. The Council plans for, and continues to succeed in, encouraging and facilitating economic growth across the district. This success flows through to the Council's finances, reflected in the level of income received from business rates and the New Homes Bonus grant.

The Council has proactively monitored both the economic situation and Government announcements over the past 12 months and devised and implemented a budget and business planning strategy that has delivered within the constraints identified, consulting on a proposed balanced budget in November 2022. The Council was able to identify the risk of interest rate rises at an early stage, locking in low interest rates for all of its planned borrowing requirements, meaning only new borrowing requirements will need to be taken at higher rates.

The proposed net budget for the Council is £28.2m, which is an increase of £4.6m from 2022/23. A Band D Council Tax of £148.50 is proposed for the year which is an increase of £5 compared to 2022/23. The Capital Programme for the period 2023/24 – 2027/28 is proposed to be £35.9m. The Council plans to fund £2.0m of budget pressures and will deliver £1.0m of savings proposals as part of the 2023/24 budget.

### **Recommendations**

#### **The Executive is recommended to:**

- 1.1 Delegate authority to the Section 151 Officer (S151), following consultation with the Leader of the Council and Lead Member for Finance, to complete the legal Council Tax calculations once all the information required has been received and submit a separate report to Council.
- 1.2 Delegate authority to the S151, following consultation with the Leader of the Council and Lead Member for Finance, to make appropriate changes to the Executive's proposed budget to Council.

**The Executive is recommended to recommend to Council as follows:**

- 1.3 Approve the proposed Fees and Charges schedule for 2023/24 (Appendix 7) and statutory notices be placed where required.
- 1.4 Consider and note the Equality Impact Assessment of the Budget (Appendix 8)
- 1.5 Approve a pension fund prepayment for the years 2023/24 – 2025/26 of £5.7m.
- 1.6 In relation to the Business Plan (Section 3.1) to approve:
  - 1.6.1 The Business Plan and Annual Delivery Plan set out in Appendices 1 and 2 respectively.
- 1.7 In relation to the Revenue Budget (Section 3.2) and Medium-Term Financial Strategy (MTFS) (Section 3.5) to approve:
  - 1.7.1 The net revenue budget for the financial year commencing on 1 April 2023, as set out in Table 3.2.1, and further analysed in the Budget Book provided at Appendix 12
  - 1.7.2 The MTFS and Revenue Budget 2023/24 (Sections 3.5 and 3.2 respectively), including the Savings Proposals, and Pressures included at Appendices 4 and 5 respectively.
- 1.8 In relation to Council Tax to approve:
  - 1.8.1 An increase in the Basic Amount of Council Tax for Cherwell District Council for the financial year beginning on 1 April 2023 of £5, resulting in a Band D charge of £148.50 per annum.
  - 1.8.2 For long term empty properties, an additional Council Tax premium will be charged of 100 percent for properties empty for two years or more, 200 percent for properties empty 5 years or more and 300 percent for properties empty 10 years or more.
  - 1.8.3 Removal of the 25 percent discount currently available for 12 months to properties that are uninhabitable or undergoing structural repairs.
- 1.9 In relation to the Capital Programme and related strategies (Section 3.3) to approve:
  - 1.9.1 The Capital Bids and Capital Programme at Appendix 17 and 18 respectively.
  - 1.9.2 The Capital and Investment Strategy 2023/24 (Appendix 19) and revised 2022/23 (Appendix 20) including the Minimum Revenue Provision (MRP) Policy.
  - 1.9.3 The Treasury Management Strategy, including the Prudential Indicators, and Affordable Borrowing Limit for 2023/24 (Appendix 21).

1.10 In relation to reserves to approve:

1.10.1 A minimum level of General Balances of £6m as supported by Appendix 15.

1.10.2 The Reserves Policy (Appendix 14).

1.10.3 The medium-term reserves plan described in Appendix 16.

1.11 In relation to the Pay Policy Statement approve:

1.11.1 The Pay Policy Statement, as required by the Localism Act 2010, detailed in Appendix 9.

**8. Financial Management, Performance and Risk Monthly Update** (Pages 245 - 302)

Report of Assistant Director of Finance and Assistant Director – Customer Focus

**Purpose of report**

To update Executive on the council's performance, risk and financial positions for the period up to the end of December 2022.

**Recommendations**

The meeting is recommended:

- 1.1 To note the Performance, Risk and Finance Monitoring Report for December 2022.
- 1.2 To approve the return of £0.025m to the Country Parks Reserve as it is no longer required this financial year.
- 1.3 To approve the return of £0.023m of unspent Queens Jubilee Grant fund back to reserves.

**9. Annual Monitoring Report 2022** (Pages 303 - 310)

**\*\* Due to the size of the documents, to assist with access and downloading, the appendices to the report are published as supplements to the main agenda \*\***

Report of Assistant Director – Planning and Development

**Purpose of report**

To seek approval of the Annual Monitoring Report (AMR) 2022

To seek approval of accompanying updates to the Local Plan's Infrastructure Delivery Plan and the Brownfield Land Register.

**Recommendations**

The meeting is recommended:

- 1.1 To approve for publication the 2022 Annual Monitoring Report (AMR) presented at Appendix 1.
- 1.2 To approve for publication the 2021/22 Infrastructure Delivery Plan (IDP) update presented at Appendix 2.
- 1.3 To approve for publication the 2021/22 Brownfield Land Register (BLR) presented at Appendix 3.
- 1.4 To authorise the Assistant Director - Planning and Development in consultation with the Lead Member for Planning to make any necessary minor and presentational changes to the Annual Monitoring Report, Infrastructure Delivery Plan update, Brownfield Land Register if required prior to publication.

**10. 'Regulation 10A' Planning Policy Review and Housing Land Supply Statement**  
(Pages 311 - 424)

Report of Assistant Director – Planning and Development

**Purpose of report**

To seek approval of an updated review of planning policies under Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012 and a Housing Land Supply Statement for publication.

**Recommendations**

The meeting is recommended:

- 1.1 To approve the review of planning policies under Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012 (Appendix 1)
- 1.2 To approve the Housing Land Supply Statement for publication (Appendix 2) noting the implications and conclusions of the report to the Executive.
- 1.3 To authorise the Assistant Director - Planning and Development in consultation with the Portfolio Holder for Planning to make any necessary minor and presentational changes to the Regulation 10A Review and the Housing Land Supply Statement if required prior to publication in consultation with the Portfolio Holder for Planning.

**11. Tenants Charter** (Pages 425 - 430)

Report of Assistant Director Wellbeing and Housing

**Purpose of report**

To endorse the approach of a Tenants Charter for the tenants within the Council's housing stock portfolio and receive a draft proposed Charter for approval at a future meeting of the Executive.

To receive a further report to update Executive on the engagement of Registered Social Landlords and Private Landlords.

### **Recommendations**

The meeting is recommended:

- 1.1 To approve the drafting of a Tenants Charter. The Tenants Charter will set out a new service standard that all tenants can expect to receive from the Council whilst they are living within properties the Council manages. This Charter will be developed in consultation with our tenants.
- 1.2 To note that as part of the drafting and future adoption of the Charter, the Council and its Officers engage with Registered Social Landlords and Private Landlords to seek improvements in the services that they are providing to their residents in Cherwell.

## **12. A Grant scheme for Parishes for the Coronation of King Charles III (Pages 431 - 436)**

Report of Assistant Director Wellbeing and Housing

### **Purpose of report**

To consider a grant scheme and other arrangements to encourage community celebrations of His Majesty King Charles III's coronation, ensuring communities in Cherwell have sufficient time to get plans in place to celebrate; especially for road closures and large-scale town or village-wide events.

### **Recommendations**

The meeting is recommended:

- 1.1 To agree the grant scheme and promotional measures as outlined in the report.
- 1.2 To work with colleagues from neighbouring authorities and the Lord Lieutenants office to coordinate and join up support for communities planning celebrations.
- 1.3 To promote the available local and national funding streams through a co-ordinated communications plan and dedicated webpage.

## **13. Revisions to the Council's Taxi and Private Hire Licensing Policy (Pages 437 - 570)**

Report of Assistant Director of Regulatory Services and Community Safety

### **Purpose of report**

In October 2022 the Executive agreed to commence consultation on proposed changes to the Council's Taxi and Private Hire Licensing Policy ('the policy'). This public consultation commenced on 1 December 2022 and closes on 31 January 2023.

Changes to the policy require approval by Full Council. The 28 February 2023 Full Council meeting will consider proposed changes to the policy. This report provides a summary of the background to the proposed changes to the policy, the consultation process being followed, a summary of consultation responses to date and the proposed revisions to the policy resulting from those responses.

The Council has a statutory duty to ensure the proper administration of taxi licensing legislation in the district. Taxi services are an important part of the local economy and therefore fulfilling this statutory duty contributes to the Council's priority to ensure the district has an enterprising economy with strong and vibrant local centres. The primary purpose of the licensing regime is to promote public safety and therefore the Council's work to licence taxi drivers, vehicles and operators also supports the commitment to work with partners to reduce crime and antisocial behaviour. Further, the proposed revisions to the licensing policy include measures to reduce the carbon emissions of the taxi fleet in support of the council's commitment to protect the environment and to help achieve net zero targets.

## **Recommendations**

The meeting is recommended to:

- 1.1 Consider the proposed changes to the Council's Taxi and Private Hire Licensing Policy and the comments received during the consultation process and determine the final policy revisions to be presented to Full Council on 28 February 2023.

## **14. The Oxford to Cambridge Partnership**

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

Report of Chief Executive

## **Information about this Agenda**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwell-dc.gov.uk](mailto: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.

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### **Queries Regarding this Agenda**

Please contact Natasha Clark, Democratic and Elections [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk), 01295 221534

**Yvonne Rees**  
**Chief Executive**

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