



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting
of the Executive held on Monday 6 February 2023**

1. Date of publication of this summary: 7 February 2023
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 10 February 2023
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 Budget Setting for 2023/24 and the Medium-Term Financial Strategy up to 2027/28</p> <p>Report of Assistant Director of Finance (S151 Officer)</p> <p>Recommendations</p> <p>The Executive is recommended to:</p> <p>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</p>	<p>Resolved</p> <p>(1) That authority be delegated to the Section 151 Officer (S151), following consultation with the Leader of the Council and Portfolio Holder for Finance, to complete the legal Council Tax calculations once all the information required has been received and submit a separate report to Council.</p> <p>(2) That authority be delegated to the S151, following consultation with the Leader of the Council and Portfolio Holder for Finance, to</p>	<p>This report provides information around the various building blocks that make up the proposed budget for 2023/24 and beyond, allowing members to consider and scrutinise the elements of the budget and provide advice and guidance to Council to help further shape both budget setting for 2023/24 and the MTFS up to 2027/28.</p>	<p>Option 1: To reject the current proposals and make alternative recommendations. Members will not be aware of the medium-term financial forecast or implications of alternatives if they choose to take this option.</p>	<p>None</p>

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<p>submit a separate report to Council.</p> <p>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.</p> <p>The Executive is recommended to recommend to Council as follows:</p> <p>1.3 Approve the proposed Fees and Charges schedule for 2023/24 (Appendix 7) and statutory notices be placed where required.</p>	<p>make appropriate changes to the Executive's proposed budget to Council.</p> <p>(3) That Council be recommended to approve the proposed Fees and Charges schedule for 2023/24 and agree that statutory notices be placed where required.</p> <p>(4) That Council be recommended to consider and note the Equality Impact Assessment of the Budget.</p> <p>(5) That Council be recommended to approve a pension fund prepayment for the years 2023/24 –</p>			

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<p>1.4 Consider and note the Equality Impact Assessment of the Budget (Appendix 8)</p> <p>1.5 Approve a pension fund prepayment for the years 2023/24 – 2025/26 of £5.7m.</p> <p>1.6 In relation to the Business Plan (Section 3.1) to approve:</p> <p>1.6.1 The Business Plan and Annual Delivery Plan set out in Appendices 1 and 2 respectively.</p> <p>1.7 In relation to the Revenue Budget</p>	<p>2025/26 of £5.7m.</p> <p>(6) That, in relation to the Business Plan, Council be recommended to approve the Business Plan and Annual Delivery Plan.</p> <p>(7) That, in relation to the Revenue Budget and Medium Term Financial Strategy (MTFS), Council be recommended to approve:</p> <p>i. The net revenue budget for the financial year commencing on 1 April 2023, as set out in the table below and</p>			

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<p>(Section 3.2) and Medium-Term Financial Strategy (MTFS) (Section 3.5) to approve:</p> <p>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</p> <p>1.7.2 The MTFS and Revenue Budget 2023/24</p>	<p>further analysed in the Budget Book.</p> <table border="1" data-bbox="562 608 1016 1118"> <thead> <tr> <th data-bbox="562 608 837 719">Directorate</th> <th data-bbox="837 608 1016 719">Net budget 2023/24 £m</th> </tr> </thead> <tbody> <tr> <td data-bbox="562 719 837 759">Communities</td> <td data-bbox="837 719 1016 759">8.693</td> </tr> <tr> <td data-bbox="562 759 837 799">Resources</td> <td data-bbox="837 759 1016 799">5.097</td> </tr> <tr> <td data-bbox="562 799 837 839">Chief Executive</td> <td data-bbox="837 799 1016 839">5.460</td> </tr> <tr> <td data-bbox="562 839 837 879">Service Sub-total</td> <td data-bbox="837 839 1016 879">19.250</td> </tr> <tr> <td data-bbox="562 879 837 919">Corporate Costs</td> <td data-bbox="837 879 1016 919">3.695</td> </tr> <tr> <td data-bbox="562 919 837 959">Policy Contingency</td> <td data-bbox="837 919 1016 959">5.229</td> </tr> <tr> <td data-bbox="562 959 837 999">Net Cost of Services</td> <td data-bbox="837 959 1016 999">28.174</td> </tr> </tbody> </table> <p>ii. The MTFS and Revenue Budget 2023/24, including the Savings Proposals, and</p>	Directorate	Net budget 2023/24 £m	Communities	8.693	Resources	5.097	Chief Executive	5.460	Service Sub-total	19.250	Corporate Costs	3.695	Policy Contingency	5.229	Net Cost of Services	28.174			
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<p>(Sections 3.5 and 3.2 respectively), including the Savings Proposals, and Pressures included at Appendices 4 and 5 respectively.</p> <p>1.8 In relation to Council Tax to approve:</p> <p>1.8.1 An increase in the Basic Amount of Council Tax for Cherwell District Council for the financial year beginning on</p>	<p>Pressures.</p> <p>(8) That, in relation to Council Tax, Council be recommended to approve:</p> <p>i. 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.</p> <p>ii. For long term empty properties, an additional Council Tax premium will be</p>			

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<p>1 April 2023 of £5, resulting in a Band D charge of £148.50 per annum.</p> <p>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</p>	<p>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.</p> <p>iii. Removal of the 25 percent discount currently available for 12 months to properties that are uninhabitable or undergoing structural repairs.</p>			

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<p>300 percent for properties empty 10 years or more.</p> <p>1.8.3 Removal of the 25 percent discount currently available for 12 months to properties that are uninhabitable or undergoing structural repairs.</p> <p>1.9 In relation to the Capital Programme and related strategies (Section 3.3) to approve:</p> <p>1.9.1 The Capital Bids</p>	<p>(9) That, in relation to the Capital Programme and related strategies, Council be recommended to approve:</p> <ul style="list-style-type: none"> i. The Capital Bids and Capital Programme. ii. The Capital and Investment Strategy 2023/24 and revised 2022/23 including the Minimum Revenue Provision (MRP) Policy. iii. The Treasury Management Strategy, including the Prudential 			

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<p>and Capital Programme at Appendix 17 and 18 respectively.</p> <p>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.</p> <p>1.9.3 The Treasury Management Strategy, including the</p>	<p>Indicators, and Affordable Borrowing Limit for 2023/24.</p> <p>(10) That, in relation to reserves, Council be recommended to approve:</p> <ul style="list-style-type: none"> i. A minimum level of General Balances of £6m. ii. The Reserves Policy. iii. The medium-term reserves plan. <p>(11) That, in relation to the Pay Policy Statement, Council be recommended to approve the Pay Policy Statement, as</p>			

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<p>Prudential Indicators, and Affordable Borrowing Limit for 2023/24 (Appendix 21).</p> <p>1.10 In relation to reserves to approve:</p> <p>1.10.1 A minimum level of General Balances of £6m as supported by Appendix 15.</p> <p>1.10.2 The Reserves Policy (Appendix 14).</p> <p>1.10.3 The medium-</p>	<p>required by the Localism Act 2010.</p>			

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<p>term reserves plan described in Appendix 16.</p> <p>1.11 In relation to the Pay Policy Statement approve:</p> <p>1.11.1 The Pay Policy Statement, as required by the Localism Act 2010, detailed in Appendix 9.</p>				
<p>Agenda Item 8 Financial Management, Performance and Risk Monthly Update</p> <p>Report of Assistant Director of</p>	<p>Resolved</p> <p>(1) That the Performance, Risk and Finance Monitoring Report for December 2022 be</p>	<p>This report provides an update on progress made during December 2022, to deliver the council's priorities through reporting on its performance, risk and</p>	<p>This report summarises the council's performance, risk and financial positions up to the end of December, therefore there are no alternative options</p>	<p>None</p>

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<p>Finance and Assistant Director – Customer Focus</p> <p>Purpose of report</p> <p>To update Executive on the council’s performance, risk and financial positions for the period up to the end of December 2022.</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To note the Performance, Risk and Finance Monitoring Report for December 2022.</p> <p>1.2 To approve the return of £0.025m to the Country Parks Reserve as it is no longer required this financial</p>	<p>noted.</p> <p>(2) That the return of £0.025m to the Country Parks Reserve as it is no longer required this financial year be approved.</p> <p>(3) That the return of £0.023m of unspent Queens Jubilee Grant fund back to reserves be approved.</p>	<p>financial positions</p>	<p>to consider. However, Members may wish to request further information from officers or for inclusion.</p>	

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<p>year.</p> <p>1.3 To approve the return of £0.023m of unspent Queens Jubilee Grant fund back to reserves.</p>				
<p>Agenda Item 9 Annual Monitoring Report 2022</p> <p>Report of Assistant Director – Planning and Development</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To approve for publication the 2022 Annual Monitoring Report (AMR) presented at Appendix 1.</p>	<p>Resolved</p> <p>(1) That the 2022 Annual Monitoring Report (AMR) (annex to the Minutes as set out in the Minute Book) be approved for publication.</p> <p>(2) That the 2021/22 Infrastructure Delivery Plan (IDP) update (annex to the Minutes as set out in the Minute Book) be approved for publication.</p>	<p>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.</p> <p>Its most significant conclusions are that Cherwell is continuing to deliver homes and employment land despite the widely reported national pressures faced by the industry such as disrupted</p>	<p>Option 1: Deferment to seek significant amendment of the: 2022 Annual Monitoring Report, Infrastructure Delivery Plan or Brownfield Land Register.</p> <p>Officers consider the documents to comprise robust factual reporting and updating against relevant indicators and requirements, supported by data and research. Presentation of the documents to the Executive has been unavoidably delayed and</p>	<p>None</p>

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<p>1.2 To approve for publication the 2021/22 Infrastructure Delivery Plan (IDP) update presented at Appendix 2.</p> <p>1.3 To approve for publication the 2021/22 Brownfield Land Register (BLR) presented at Appendix 3.</p> <p>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</p>	<p>(3) That the 2021/22 Brownfield Land Register (BLR) (annex to the Minutes as set out in the Minute Book) be approved for publication.</p> <p>(4) That the Assistant Director - Planning and Development, in consultation with the Portfolio Holder for Planning, be authorised 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.</p>	<p>supply chains and labour shortages. Completions are broadly following similar patterns and trends as previous years.</p> <p>Unlike previous years, this AMR does not present the 5 Year Land Supply position for the district. This is reported separately in a Housing Land Supply Position Statement on this agenda.</p> <p>It is recommended that all three documents be approved for publication.</p>	<p>Members are therefore asked to consider amendment through delegation and consultation with the Portfolio Holder should they consider significant changes to be necessary.</p> <p>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</p>	

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Plan update, Brownfield Land Register if required prior to publication.			adopted Cherwell Local Plan 2011-2031 and its Partial Review.	
<p>Agenda Item 10 'Regulation 10A' Planning Policy Review and Housing Land Supply Statement</p> <p>Report of Assistant Director – Planning and Development</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>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)</p>	<p>Resolved</p> <p>(1) That the review of planning policies under Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012 (Annex to the Minutes as set out in the Minute Book) be approved.</p> <p>(2) That, noting the implications and conclusions of the report to Executive (Annex to the Minutes as set out in the</p>	<p>A Housing and Economic Needs Assessment (2022) has been produced which is materially different to that in the 2014 Strategic Housing Market Assessment (SHMA). It indicates that the 2014 SHMA is now out of date. The Cherwell Local Plan 2011-2031 is over five years old and a new 'Regulation 10A' Review of Local Plan Policies has been undertaken (February 2023). This shows that nearly all policies are generally consistent with government policy and/or local circumstances do not indicate that the policy needs updating at this time with the</p>	<p>Option 1 - Not to approve the Regulation 10A Review or Housing Land Supply Statement</p> <p>Officers consider the material change in circumstances arising from publication of the HENA 2022 to have been appropriately considered and the Regulation 10A Review and the Housing Land Supply Statement to be in accordance with national planning policy and guidance and to be robust and defensible positions.</p>	None

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<p>1.2 To approve the Housing Land Supply Statement for publication (Appendix 2) noting the implications and conclusions of the report to the Executive.</p> <p>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.</p>	<p>Minute Book), the Housing Land Supply Statement (Annex to the Minutes as set out in the Minute Book) be approved for publication.</p> <p>(3) That the Assistant Director - Planning and Development, in consultation with the Portfolio Holder for Planning, be authorised 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.</p>	<p>exception of Policy BSC1 District-wide Housing Distribution.</p> <p>In accordance with the National Planning Policy Framework and planning guidance a Housing Land Supply Statement has been produced which applies the national defined 'Standard Method' of calculating local housing need for the purposes of land supply monitoring for Cherwell's needs. A comprehensive review of expected housing delivery has also been undertaken. It is shown that the district now has a 5.4 year housing land supply (for 2022-2027) which will need to be taken into account in decision making.</p> <p>The Partial Review of the</p>	<p>Not to approve the Review and Statement would leave the 2021 Regulation 10A Review and the Housing Land Supply position set out in the 2021 AMR unchanged. Officers would need to take further advice in the Council's interest.</p>	

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		<p>Local Plan is less than five years old and its housing requirements continue to apply for housing land supply monitoring. Although the sites allocated in that Plan are progressing, there is presently a negligible land supply assessment of 0.2 years (for 2022-2027). Whilst regard to that should be made in decision making, the Partial Review has a specific policy (Policy PR12b) requiring the Council to make a formal decision that additional land beyond that allocated in the Partial Review is required to ensure the requisite housing supply. For the reasons, set out at paragraph 3.29 of this report, officers do not recommend that such a decision is taken.</p> <p>Members are invited to</p>		

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		approve the Regulation 10A Review and the Housing Land Supply Statement.		
<p>Agenda Item 11 Tenants Charter</p> <p>Report of Assistant Director Wellbeing and Housing</p> <p>Recommendations</p> <p>The meeting is recommended:</p> <p>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</p>	<p>Resolved</p> <p>(1) That the drafting of a Tenants Charter, which 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 and will be developed in consultation with our tenants, be approved.</p> <p>(2) That it be noted that as part of the drafting and future adoption of the Charter, the Council and its</p>	<p>Further to the Motion at Council on 19 December 2022, the Tenants Charter will be implemented during 2023 for Cherwell District Council tenants.</p>	<p>Option 1: Not to bring forward a Tenants Charter. This option would be contrary to a Motion from Council</p> <p>Option 2: To bring forward a Tenants Charter for all tenants in Cherwell, regardless of their landlord. This option would not be practical. It is up to the landlord to manage their own tenancies in accordance with the contractual relationships they have with their own tenants. The Council can instead look to encourage and influence good practice within the District</p>	<p>None</p>

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<p>developed in consultation with our tenants.</p> <p>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.</p>	<p>Officers will engage with Registered Social Landlords and Private Landlords to seek improvements in the services that they are providing to their residents in Cherwell.</p>		<p>and enforce poor practice where legally necessary.</p>	
<p>Agenda Item 12 A Grant scheme for Parishes for the Coronation of King Charles III</p> <p>Report of Assistant Director Wellbeing and Housing</p>	<p>Resolved</p> <p>(1) That the grant scheme for Parishes for the Coronation of King Charles III and the promotional measures be agreed.</p>	<p>The proposed grant scheme will allow local communities to celebrate and pay tribute to King Charles III. It will encourage community cohesion and neighbourliness in Cherwell's parishes and urban</p>	<p>Option 1: Consideration has been given to extending eligibility to informal neighbourhood groups. This has not been recommended because the money would be paid</p>	<p>None</p>

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<p>Recommendations</p> <p>The meeting is recommended:</p> <p>1.1 To agree the grant scheme and promotional measures as outlined in the report.</p> <p>1.2 To work with colleagues from neighbouring authorities and the Lord Lieutenants office to coordinate and join up support for communities planning celebrations.</p> <p>1.3 To promote the available local and national funding streams through a co-ordinated communications plan and dedicated webpage.</p>	<p>(2) That it be agreed to work with colleagues from neighbouring authorities and the Lord Lieutenants office to coordinate and join up support for communities planning celebrations,</p> <p>(3) That it be agreed to promote the available local and national funding streams through a co-ordinated communications plan and dedicated webpage.</p>	<p>communities.</p>	<p>over to individuals rather than established, accountable organisations.</p> <p>Option 2: Consideration has been given to restricting grants to events taking place on the Coronation weekend. Given the work involved in organising an event and the short lead-in times to apply for this grant, it is considered fairer to extend eligibility to events from April to June 2023.</p> <p>Option 3: Not to establish a grants scheme to celebrate the Coronation of King Charles III.</p>	

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<p>Agenda Item 13 Revisions to the Council's Taxi and Private Hire Licensing Policy</p> <p>Report of Assistant Director of Regulatory Services and Community Safety</p> <p>Recommendations</p> <p>The meeting is recommended to:</p> <p>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</p>	<p>Resolved</p> <p>(1) That having given due consideration to the proposed changes to the Council's Taxi and Private Hire Licensing Policy and the comments received during the consultation process, the proposed policy revisions be endorsed for submission to Full Council on 28 February 2023 and Full Council be recommended to adopt the Taxi and Private Hire Licensing Policy.</p> <p>(2) That authority be delegated to the Assistant Director</p>	<p>In order to effectively discharge the Council's taxi licensing legal obligations a policy framework is required. The current policy requires updating. The proposed new policy reflects changes to the statutory standards, provides clearer guidance on the taxi and private hire licensing process, and explains how the Council will make decisions in relation to the licensing of vehicles, drivers and operators. It also seeks to reduce the carbon emissions of the taxi fleet in the district.</p> <p>It is recommended that the Executive review the proposed policy revisions shown in the Appendices and agree the final policy proposals recommendation to</p>	<p>Option 1: Not review the policy. It is a requirement that the policy is reviewed at least every five years, so this option is rejected.</p> <p>Option 2: Re-issue the policy with no changes. This option was rejected since revisions of the policy were considered necessary to take into account changes in policy and guidance and commitments provided.</p>	<p>None</p>

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2023.	Regulatory Services and Community Safety, in consultation with the Portfolio Holder for Safer Communities, to incorporate the endorsed policy revisions and finalise the Taxi and Private Hire Licensing Policy for submission to Full Council.	Full Council in February 2023.		
Agenda Item 14 The Oxford to Cambridge Partnership Report of Chief Executive	Resolved (1) That it be agreed for Cherwell District Council to be part of the Oxford to Cambridge Partnership as it becomes formally recognised and funded by Government as a	Cherwell District Council supports partnership working locally, across Oxfordshire and beyond as there are real benefits to be achieved through potentially more efficient working, effective delivery at scale as well as access to additional funding and strength in working with and influencing central	Cherwell District Council supports partnership working locally, across Oxfordshire and beyond as there are real benefits to be achieved through potentially more efficient working, effective delivery at scale as well as access to additional funding and strength in working with	None

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	<p>Pan-Regional Partnership (PRP).</p> <p>(2) That the Leader be appointed as the Council's representative on the Pan Regional Partnership.</p>	<p>Government.</p> <p>The Oxford to Cambridge region is an area of economic success and will continue to be so. It has been the consistent view of the Council to try its best to positively influence that growth and seek the greatest benefits for our communities. By working with other sector partners, as well as key stakeholders who directly influence that economic growth but who also seek to gain benefits for our local natural environment, we can benefit from sharing best practice, learning and also engage directly with those who have the most influence on our places and people. For these reasons it is recommended the Council continues to not only remain as a local partner, but to</p>	<p>and influencing central Government.</p> <p>The Oxford to Cambridge region is an area of economic success and will continue to be so. It has been the consistent view of the Council to try its best to positively influence that growth and seek the greatest benefits for our communities. By working with other sector partners, as well as key stakeholders who directly influence that economic growth but who also seek to gain benefits for our local natural environment, we can benefit from sharing best practice, learning and also engage directly with those who have the most influence on our places and people. For</p>	

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		actively engage and where beneficial to the district, to lead wider partnership activity.	these reasons it is recommended the Council continues to not only remain as a local partner, but to actively engage and where beneficial to the district, to lead wider partnership activity.	