



Committee: Executive

Date: Monday 4 September 2023

Time: 6.30 pm

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

Membership

Councillor Barry Wood (Chairman)

Councillor Phil Chapman
Councillor Donna Ford
Councillor Andrew McHugh
Councillor Dan Sames

Councillor Adam Nell (Vice-Chairman)

Councillor Sandy Dallimore
Councillor Nicholas Mawer
Councillor Eddie Reeves
Councillor Nigel Simpson

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 - 18)

To confirm as a correct record the Minutes of the meeting held on 3 July 2023.

5. Chairman's Announcements

To receive communications from the Chairman.

6. Cherwell Local Plan Regulation 18 Consultation (Pages 19 - 40)

** Due to the size of the documents, to assist with access and downloading, the covering report is attached to the agenda pack, appendices 1 – 9 are published as supplements to the main agenda **

Report of Assistant Director Planning and Development

Purpose of report

To present, for consideration, a draft of the emerging Cherwell Local Plan Review 2040 for consultation purposes.

Recommendations

The meeting is recommended:

- 1.1 To approve public consultation on the draft Cherwell Local Plan Review 2040 (Appendices 1 and 2) subject to the changes presented at Appendix 9 in response to the resolution of the Overview and Scrutiny Committee of 16 August 2023;
- 1.2 To delegate to the Assistant Director - Planning and Development the authority to make any minor amendments and corrections to the draft document he considers necessary prior to formal publication and in consultation with the Portfolio Holder for Planning and Development;
- 1.3 To delegate to the Assistant Director – Planning and Development the authority to finalise and publish supporting documents in consultation with the Portfolio Holder for Planning and Development.

7. Local Development Scheme (Pages 41 - 60)

Report of Assistant Director – Planning and Development

Purpose of report

To seek approval of an updated Local Development Scheme (LDS) to produce the Council's key planning policy documents.

Recommendations

The meeting is recommended:

- 1.1 To approve the updated Local Development Scheme (LDS) presented at Appendix 1.

8. Tenant's Charter (Pages 61 - 78)

Report of Assistant Director – Wellbeing and Housing

Purpose of report

To consider and approve the Council's new Tenants Charter for the tenants that live within its rented stock portfolio.

Recommendations

The meeting is recommended:

- 1.1 To approve the new Tenants Charter. The Tenants Charter sets out a new service standard that all tenants can expect to receive from the Council whilst they are living within properties the Council manages.
- 1.2 To approve the planned publicity and promotion to ensure a raising of the standards of rented properties within the District, following the motion at the Council meeting on 17 July 2023 that called on the Executive to;
 - Reiterate the basic rights of tenants across Cherwell and the responsibilities of landlords.
 - Run a public awareness campaign of the Charter, encouraging tenants to be aware of their rights and where local sources of advice and support can be found.

9. Increase service family accommodation for ARAP scheme members (Pages 79 - 84)

Report of Assistant Director – Wellbeing and Housing

Purpose of report

To increase the delivery of housing and support for the ARAP scheme (Afghan Resettlement and Assistance Programme) in Cherwell. The original figure was to accommodate 10 families in MOD housing which has now been achieved. The request is to increase our offer of accommodation for a further 6 properties making 16 in total by early 2024.

Recommendations

The meeting is recommended:

- 1.1 to delegate authority to Assistant Director Housing and Wellbeing in consultation with Portfolio Holder Housing to:
 - a. agree variation to existing agreement to extend the offer of accommodation from 10 properties to 16 properties for the period as deemed appropriate.
 - b. agree and utilise future accommodation for the same purpose.

10. Bicester Garden Town Programme - Market Square Project Business Need and Next Stages (Pages 85 - 104)

Report of Assistant Director – Growth and Economy

Purpose of report

- (i) to provide the Executive with the background and context for this capital project;
- (ii) to set out the business need for the Bicester Market Square enhancement proposals;
- (iii) to gain approval to appoint consultants to undertake feasibility studies, further design work and consultation with key stakeholders and the wider public.
- (iv) to provide the Executive with an understanding of the governance of the project and gateways to full scheme approval

Recommendations

The meeting is recommended:

- 1.1 to confirm the business need for transformational public realm improvements at Bicester Market Square
- 1.2 to approve the expenditure (up to a level of £180k) required for consultants to undertake detailed design through to planning permission and consultation with stakeholders; to include associated studies on;
 - the relocation of parking and wider impacts of parking within Bicester
 - traffic movement and flows through Market Square and around the Town Centre, including access for existing businesses/users
 - a full design of the Market Square public realm improvement project with full business case for the capital expenditure and future revenue impact from changes to car parking income and any future costs
- 1.3 to note the governance of the project to monitor and review development of the full business case which will return to Executive for approval prior to delivery of the project.

11. Performance, Risk and Finance Monitoring Report April to July 2023 (Pages 105 - 164)

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

Purpose of report

To give the committee an update on how well the council is performing in delivering its priorities, managing potential risks, and balancing its finances for 2023/24 up to the end of July 2023.

Recommendations

The meeting is recommended:

- 1.1 To note the Council's Performance, Risk and Financial report for the current financial year up to the end of July 2023 and its contents.
- 1.2 To note the inclusion of a capital budget under officer delegated authority of £0.160m to provide a grant to the Canal & River Trust funded through S106 developer contributions in recognition of our commitment to the canal as an important asset in the district.
- 1.3 To approve £0.112 m for the Digital Transformation Capital Project.

12. Summary of Debt Write Offs (Pages 165 - 170)

Report of Assistant Director – Finance

The appendices to this report are exempt

Purpose of report

To provide members with a summary of the accounts proposed for write-offs and to request approval for the write-offs. These are debts where all avenues for collecting the debt have been exhausted and it is good practice to write these debts off. All of the debts proposed for write off will be funded from the Council's Bad debt Provision.

£1.042m Council Tax and £1.002m business rates are proposed for write off. These debts range from 2001/02 to 2023/24. Over this period bills of £1.809bn have been raised for Council Tax and £1.559bn for business rates. As a result 0.06% and 0.06% of the value billed over this time frame is recommended for write off.

Recommendations

The meeting is recommended:

- 1.1 To review and approve the proposed bad debt write offs summarised in exempt Appendix A this contains debts recommended for write-off relating to Council Tax debts where the value exceeds £5,000.
- 1.2 To review and approve the proposed bad debt write offs summarised in exempt Appendix B this contains Business Rates debts recommended for write-off where the values exceeds £10,000.
- 1.3 To approve the proposed write off of debts where the value is less than £5,000.00 for Council Tax and less than £10,000. for Business Rates but all recovery methods have been exhausted. These have been reviewed by the S151 Officer and are available to be reviewed on request.
- 1.4 To note that the constitution gives a delegation to the S151 Officer to write off bad debts for Business Rates up to the value of £10,000 and up to the value

of £5,000 for non-business rates bad debt. Following this review the S151 Officer will operate under this delegation and periodically update the Executive on the actions taken.

13. Urgent Business

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

14. Exclusion of the Press and Public

The following item contains exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

1 – Information relating to any individual

2 – Information which is likely to reveal the identity of an individual

3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Members are reminded that whilst the following item has been marked as exempt, it is for the meeting to decide whether or not to consider it in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

No representations have been received from the public requesting that this item be considered in public.

Should Members decide not to make a decision in public, they are recommended to pass the following recommendation:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraphs 1, 2 and 3 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

15. Summary of Debt Write Offs - Exempt appendices (Pages 171 - 208)

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to 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, 01295 221534

Yvonne Rees
Chief Executive

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