



Committee: Executive

Date: Monday 4 March 2024

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 7 - 20)

To confirm as a correct record the Minutes of the meeting held on 5 February 2024

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. **Air Quality Update** (Pages 21 - 60)

Report of Head of Regulatory Services and Community Safety

Purpose of report

To approve the updated Air Quality Action Plan and confirm the revocation of two Air Quality Management Areas.

Recommendations

The Executive resolves:

To revoke AQMA No.2 (Horsefair/North Bar, Banbury) and AQMA No.3 (Bicester Road, Kidlington).

1.1 To approve the Air Quality Action Plan 2024.

8. **Fixed Penalty Notices** (Pages 61 - 66)

Report of Head of Regulatory Services and Community Safety

Purpose of report

To review and agree the fixed penalty notice fines that can be charged for various environmental crimes.

Recommendations

The Executive resolves:

1.1 To approve the proposed increase to the fixed penalty fine levels for fly tipping, household duty of care, and littering offences or approve another amount above the current fine level if preferred.

9. **Extending Temporary Accommodation Lease Arrangements** (Pages 67 - 72)

Report of Assistant Director Wellbeing and Housing

Purpose of report

To activate the extension within the existing lease with Punch Taverns (Jubilee) Limited for 1 year

Recommendations

The Executive resolves:

- 1.1 To approve the exercise of an option within the existing lease allowing the Council to take a further lease of the premises for one year.

10. **Food Action Plan** (Pages 73 - 94)

Report of Assistant Director Wellbeing and Housing

Purpose of report

Following the adoption of the Oxfordshire Food Strategy by Executive on June 6 2022 (minute 7 refers) there have been a series of meetings and consultations led by Good Food Oxfordshire, including community food network members and local food businesses to agree an action plan for Cherwell that is presented for approval.

Recommendations

The Executive resolves:

- 1.1 To agree the Food Action Plan for the Cherwell area.
- 1.2 To delegate the approval of any grants to qualifying organisations to the Assistant Director Wellbeing and Housing in consultation with the Portfolio Holder for Healthy and Safe Communities.

11. **Period Poverty** (Pages 95 - 100)

Report of Assistant Director Wellbeing and Housing

Purpose of report

To respond to the motion passed at Full Council on 18 December 2023.

To combat period poverty, this Council asks the Executive

- a) to investigate and report back on the number of accessible locations across the Council's estate where free sanitary products can feasibly and sensitively be provided.
- b) to consider the report and the recommendations therein to make a decision on implementation."

Recommendations

The Executive resolves:

- 1.1 To provide free sanitary products in Bodicote House in the publicly accessible women's lavatories.
- 1.2 Furthermore, to provide an opportunity for community partners from the warm spaces network, community food network and community centres to opt in to providing female hygiene products at no cost to customers.

1.3 To provide a grant of £150 for up to 80 community locations who opt in.

12. Property Asset Management Strategy (Pages 101 - 116)

Report of Corporate Director Resources

Purpose of report

To approve the Property Asset Management Strategy.

Recommendations

The Executive resolves:

1.1 To review and approve the Property Asset Management Strategy.

13. Finance, Performance and Risk Report January 2024 (Pages 117 - 162)

Report of Assistant Director Finance and Assistant Director Customer Focus

Purpose of report

To update Executive on how well the council is performing in delivering its priorities, managing potential risks, and balancing its finances for the month of January 2024.

Recommendations

The Executive resolves:

1.1 To consider and note the contents of the Council's Performance, Risk and Financial report for the month of January 2024.

1.2 To approve a change in the frequency of reporting from the new financial year onwards from monthly to quarterly.

1.3 To approve the reserve requests in Appendix 5.

1.4 To note the approval of £0.011m S106 monies for the refurbishment works to Steeple Aston Village Hall under S151 delegation powers.

14. Silverstone Loan (Pages 163 - 166)

Report of Assistant Director of Finance

Purpose of report

To update Executive on the status of the loan to Silverstone Heritage Limited and agree a rephased payment plan.

Recommendations

The Executive resolves:

- 1.1 To agree to the extension of the payment term of the loan given to Silverstone Heritage Limited to March 2034.

15. Exclusion of the Press and Public

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

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, Paragraph 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.”

16. Silverstone Loan (Pages 167 - 214)

Exempt report of Assistant Director of Finance

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

Shiraz Sheikh
Monitoring Officer

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