



Committee: Executive

Date: Monday 8 July 2024

Time: 6.30 pm

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

Membership

**Councillor David Hingley
(Chairman)**

Councillor Tom Beckett
Councillor Jean Conway
Councillor Rob Parkinson
Councillor Chris Pruden

Councillor Lesley McLean (Vice-Chairman)

Councillor Chris Brant
Councillor Ian Middleton
Councillor Rob Pattenden

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 - 16)

To confirm as a correct record the Minutes of the meeting held on 10 June 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. New Cherwell District Council Housing Allocations Scheme (Pages 17 - 102)

Report of Assistant Director Wellbeing and Housing

Purpose of report

To seek approval to consult on a new Housing Allocations Scheme

Recommendations

The Executive resolves:

- 1.1 To approve the commencement of public consultation on the reviewed and amended Housing Allocations Scheme.
- 1.2 To approve the changes to the previously agreed approach, of allocating properties that are delivered through Oxford's Unmet Housing Need. This will enable discussions and a potential agreement with Oxford City Council to progress. The approach outlined in this report is reflected in the new draft policy.

8. Council Tax Discretionary Relief policy (Section 13a) (Pages 103 - 114)

Report of Assistant Director of Finance & Section 151 Officer

Purpose of report

To inform Executive of the reviewed policy for Council Tax Section 13a (S13a) and proposed updates.

Recommendations

The Executive resolves:

- 1.1 To note the contents of the reviewed policy for Section 13a Council Tax.
- 1.2 To approve the policy for Council Tax Section 13a.

9. Non-Domestic Rate Discretionary Relief Policy (Pages 115 - 128)

Report of Assistant Director for Finance & Section 151 Officer

Purpose of report

To inform Executive of the reviewed policy for Non-Domestic Rate Discretionary Rate Relief policy and proposed updates and seek approval of the updated policy,

Recommendations

The Executive resolves:

- 1.1 To note the contents of the reviewed policy for Non-Domestic Rate Discretionary Rate Relief.
- 1.2 To approve the policy for Non-Domestic Rate Discretionary Rate Relief.

10. Local Government Productivity Plan (Pages 129 - 150)

Report of Assistant Director of Finance & Section 151 Officer

Purpose of report

On 16 April 2024 the Minister for Local Government, Simon Hoare, wrote to all councils explaining that they were required to prepare a Productivity Plan to submit to Government by 19 July 2024. This report presents a draft Productivity Plan for the Executive to consider for submission to the Government.

Recommendations

The Executive resolves:

- 1.1 To approve the Productivity Plan for submission to the Government.

11. Internal Audit and Counter Fraud Provision (Pages 151 - 178)

Report of Assistant Director of Finance & Section 151 Officer

Purpose of report

The council's Service Level Agreement with Oxfordshire County Council to provide internal audit and counter fraud Services came to an end on 30 April 2024. The council has entered into a temporary contract with Veritau Limited from 1 May 2024 to provide internal audit and counter fraud services for a period of 6 months. This report proposes an approach for the long-term provision of internal audit and counter fraud services by entering into a teckal company arrangement with Veritau Public Sector Limited.

Recommendations

The Executive resolves:

- 1.1 To agree for the council to pay a £20k fee to join Veritau Public Sector Limited and become a member in the company and delegate authority to the Assistant Director of Finance (S151 Officer) to sign the members' agreement and service contract with Veritau Public Sector Limited and any subsequent paperwork required to become a member.
- 1.2 To appoint the Assistant Director of Finance (S151 Officer) to the board of Veritau Public Sector Limited as a director of the company.

12. Finance Monitoring Report May 2024 (Pages 179 - 212)

Report of Assistant Director Finance & Section 151 Officer

Purpose of report

To update Executive on financial positions at the end of the May 2024.

Recommendations

The Executive resolves:

- 1.1 To consider and note the contents of the council's financial management report as at May 2024.
- 1.2 To approve the use of reserve requests set out in Appendix 5.
- 1.3 To approve the write offs totalling £398,796.89 set out in exempt Appendix 6.
- 1.4 To approve the reprofile of the following capital project beyond the 2024/25 financial year, this has already been assumed in Appendix 1:
40296 – S106 Ambrosden Outdoor Sports - £0.130m
- 1.5 To approve the consolidation of the three projects relating to North Oxfordshire Academy (40309 – S106 NOA Improvements - £0.678m, 40010 – North Oxfordshire Academy Astroturf - £0.134m and 40323 – NOA 3G Pitch Development - £1.600m), note the total project cost is now expected to be £1.600m, and approve the reprofile of the project beyond the 2024/25 financial year. This has already been assumed in Appendix 1.

13. Exclusion of the Press and Public

The following items contain 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 items have been marked as exempt, it is for the meeting to decide whether or not to consider them 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 decisions 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 items 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.”

14. **Finance Monitoring Report May 2024 - Exempt Appendix 6** (Pages 213 - 230)

15. **Castle Quay Relocation Project - Award of Tender**

** This report will follow **

Exempt report of Corporate Director Resources

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.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements, such as a large print version of these papers or special access facilities to view a meeting online or attend a meeting in person, please contact the officer named below, giving as much notice as possible before the meeting

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Webcasting and Broadcasting Notice

The meeting will be recorded by the council for live and/or subsequent broadcast on the council's website. The whole of the meeting will be recorded, except when confidential or exempt items are being considered. The webcast will be retained on the website for 6 months.

If you make a representation to the meeting, you will be deemed by the council to have consented to being recorded. By entering the Council Chamber or joining virtually, you are consenting to being recorded and to the possible use of those images and sound recordings for webcasting and/or training purposes.

The council is obliged, by law, to allow members of the public to take photographs, film, audio-record, and report on proceedings. The council will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.

Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections democracy@cherwell-dc.gov.uk, 01295 221534

Shiraz Sheikh
Monitoring Officer

Published on Friday 28 June 2024