



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting
of the Executive held on Monday 4 November 2024**

1. Date of publication of this summary: Tuesday 5 November 2024
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 Monday 11 November 2024
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 five non-executive members of the Council.
 - (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.

**Shiraz Sheikh
Monitoring Officer**

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Agenda Item 7 Mental Health Provision for Young People</p> <p>Report of Assistant Director Wellbeing and Housing</p> <p>Recommendations</p> <p>The Executive resolves:</p> <p>1.1 To endorse an extension to the existing provision within current resourcing levels available through the Physical Activity and Mental Health provision the Wellbeing team currently deliver in schools and for families.</p> <p>1.2 To agree a fund of £3500 to support</p>	<p>Resolved</p> <p>(1) That an extension to the existing provision within current resourcing levels available through the Physical Activity and Mental Health provision the Wellbeing team currently deliver in schools and for families be endorsed.</p> <p>(2) That a fund of £3500 be agreed to support research and evidence gathering to assess what the needs are for increased mental health provision for young people in Cherwell, the role of partners and consider</p>	<p>The current Mental Health and Physical Activity programme is delivered by the Youth Activator programme in schools, combining physical activity with mental health themes.</p> <p>The recommended option 4, increase the Physical Activity and Mental Health provision that the Youth Activators within the Wellbeing team currently deliver and research and stakeholder engagement (funded from the Policy contingency budget), would enable the council to conduct research through stakeholders and residents to better understand the needs around what mental health provision for young people in Cherwell is needed and investment required going</p>	<p>Option 1: Children young people Supported Self-Help pilot for 7–11-year-olds attending Primary School Clusters for agreed terms in Banbury, Bicester or Kidlington</p> <p>Option 2: Children Young People offer for Secondary Schools Banbury, Bicester or Kidlington</p> <p>Option 3: Combination of Primary School Cluster and Secondary School offer in Banbury, Bicester or Kidlington</p> <p>Commissioning specialist support as set out in in options 1 – 3 was rejected due to currently not fully understanding what the needs and requirements are for young people around mental health in</p>	<p>None</p>

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<p>research and evidence gathering to assess what the needs are for increased mental health provision for young people in Cherwell, the role of partners and consider the funding routes to secure it.</p>	<p>the funding routes to secure it.</p>	<p>forward and provide increased provision for young people and families through the Wellbeing team while the research was being conducted.</p>	<p>Cherwell and the investment required.</p> <p>If the recommended Option 4 is approved, this would allow for an evidence base to be developed that looked at the needs of children ascertain what would be required and be sustainable in the longer term around Mental Health support, partner involvement and the scale of investment required. Option 4 would also provide increased provision for children and families while the research was being conducted</p>	
<p>Agenda Item 8 Houses in Multiple Occupation (HMO)</p>	<p>Resolved</p> <p>(1) That the reviewed</p>	<p>It is important that the Council has up to date policies and procedures for</p>	<p>Option 1: Not bring forward a reviewed and amended policy. As there has not</p>	<p>None</p>

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<p>Licensing Policy</p> <p>Report of Assistant Director Wellbeing and Housing</p> <p>Recommendations</p> <p>The Executive resolves:</p> <p>1.1 To approve the reviewed Houses in Multiple Occupation (HMO) Licensing Policy.</p>	<p>Houses in Multiple Occupation (HMO) Licensing Policy be approved.</p>	<p>its statutory and key service areas and it is important that they are legislatively and operationally sound. A periodic review of policies is therefore appropriate.</p>	<p>been any recent changes to legislation in this area, there is no imperative for the current policy to be changed or reviewed. However, it is important the Council policies are reviewed regularly to ensure that they are able to meet customer needs, service needs and are legislatively sound. This option is therefore rejected.</p>	
<p>Agenda Item 9 Housing Grants and Assistance Policy</p> <p>Report of Assistant Director Wellbeing and Housing</p> <p>Recommendations</p>	<p>Resolved</p> <p>(1) That the reviewed Housing Grants and Assistance Policy be approved.</p>	<p>It is important that the Council has up to date policies and procedures for its statutory and key service areas and it is important that they are legislatively and operationally sound. A periodic review of policies is therefore appropriate.</p>	<p>Option 1: Not bring forward a reviewed and amended policy. As there has not been any recent changes to legislation in this area, there is no imperative for the current policy to be changed or reviewed. However, it is important</p>	<p>None</p>

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<p>The Executive resolves:</p> <p>1.1 To approve the reviewed Housing Grants and Assistance Policy.</p>			<p>the Council policies are reviewed regularly to ensure that they are able to meet customer needs, service needs and are legislatively sound. This option is therefore rejected.</p> <p>Option 2: To keep two separate policies, one for mandatory grants and one for discretionary grants. As the policy areas are closely linked and intertwine, particularly when offering grants to disabled households, having a single policy provides simplification and clarity. This option is therefore rejected.</p>	
<p>Agenda Item 10 Cost of Living 2023/2024</p>	<p>Resolved</p>	<p>Following Covid and the subsequent Cost of Living</p>	<p>Option 1: To not respond additionally to cost-of-living</p>	<p>None</p>

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<p>Review and 2024/2025 Activities</p> <p>Report of Assistant Director Wellbeing and Housing</p> <p>Recommendations</p> <p>The Executive resolves:</p> <p>1.1 To agree the proposed plan which was endorsed and recommended by the Overview and Scrutiny Committee, which noted the review of the 2023/24 cost of living plan and supported the proposed range of activities planned for 2024/25 were considered</p>	<p>(1) That the proposed plan which was endorsed and recommended by the Overview and Scrutiny Committee, which noted the review of the 2023/24 cost of living plan and supported the proposed range of activities planned for 2024/25 were considered, be agreed.</p>	<p>crisis Cherwell District Council has provided additional support to low-income households, initially in 2022/23 with additional payments or food vouchers to those in receipt of housing benefit and last winter 2023/24 ran a programme of support and grant schemes to offer support to grass roots community groups and individuals.</p> <p>Going forward the Wellbeing service wants to continue to work in partnership across the district with statutory and voluntary sector organisations, both strategically and on a hyperlocal basis, to ensure that Cherwell residents can access support through additional targeted interventions and secure help</p>	<p>burdens felt by residents most impacted by economic pressures as there isn't a base budget for the additional spend. This has been rejected because of the availability of further allocations of Household support grant aid, which allow the Council to support residents without budgetary impact.</p> <p>Option 2: To concentrate on fewer activities in 2024/2025 This has been rejected because the spread of grant allows a greater number of issues to be relieved.</p>	

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		<p>when needed.</p> <p>The council recognises that the response to the cost-of-living crisis is changing and will need to continue to be flexible and adapt to best meet the changing needs of residents and the proposed activities will seek to continue to address this.</p>		
<p>Agenda Item 11 Establishing Area Oversight Groups</p> <p>Report of Corporate Director Communities</p> <p>Recommendations</p> <p>The Executive resolves:</p> <p>1.1 To authorise the adoption of the</p>	<p>Resolved</p> <p>(1) That the establishment of Area Oversight Groups (AOGs) for Bicester, Banbury and Kidlington as non-decision-making advisory groups be agreed.</p>	<p>Although not part of any formal decision-making process, setting up an Area Oversight Group (AOG) for each area (Banbury, Bicester and Kidlington) would provide the Council with a significant conduit to and from the local communities. It will help to manage increasing development and housing growth within some urban centres in Cherwell and help</p>	<p>Option 1: Do nothing (keep current arrangements in place) – this was rejected because there is a lack of consistency in each of the three areas and only Bicester has suitable arrangements in place and it is important that the other two urban centres, subjected to growth and development also benefit for local area based</p>	<p>None</p>

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<p>establishment of Area Oversight Groups (AOGs) for Bicester, Banbury and Kidlington as non-decision-making advisory groups.</p>		<p>deliver an enabling and co-ordinated approach towards achieving Council priorities.</p>	<p>arrangements, aligned to local needs and aspirations.</p>	
<p>Agenda Item 12 Performance, Risk and Finance Monitoring Report Quarter 2 2024 - 2025</p> <p>Report of Assistant Director of Finance / Assistant Director – Customer Focus</p> <p>Recommendations</p> <p>The Executive resolves:</p> <p>1.1 To consider and note the contents of the council’s performance, risk and finance Quarter</p>	<p>Resolved</p> <p>(1) That the council’s performance, risk and finance Quarter 2 2024/2025 report be noted.</p> <p>(2) That the updated Corporate Debt Policy be approved.</p> <p>(3) That debt write offs totalling £43,660.32 be approved.</p> <p>(4) That the reprofiling of capital projects</p>	<p>The council actively and regularly monitors its performance, risk, and financial positions to ensure it can deliver its corporate priorities and respond effectively to emerging issues.</p> <p>This monitoring takes place monthly for finance, so the council can identify potential issues at the earliest opportunity and put measures in place to mitigate them.</p> <p>These updates are</p>	<p>Option 1: This report summarises the council’s financial position up to the end of Quarter 2 2024-2025, therefore there are no alternative options to consider. Regarding the recommendations to approve the updated Corporate Debt Policy, reprofiling of capital projects, removal of projects from the Capital Programme and increase in building control fees and charges, Members could choose not to reject these requests, however, the</p>	<p>None</p>

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<p>2 report.</p> <p>1.2 To approve the updated Corporate Debt Policy (section 4.1.7 and Appendix 5)</p> <p>1.3 To approve debt write offs totalling £43,660.32 (section 4.1.6 and Exempt Appendix 6).</p> <p>1.4 To approve the reprofiling of capital projects beyond 2024/25 (section 4.2.3 and Appendix 1) and the subsequent update to the programme budget for this financial year 2024/25.</p> <p>1.5 To note that Cherwell will be receiving £0.064m revenue grant funding from OCC for</p>	<p>beyond 2024/25 and the subsequent update to the programme budget for this financial year 2024/25 be approved.</p> <p>(5) That it be noted that Cherwell District Council will be receiving £0.064m revenue grant funding from Oxfordshire County Council for the Household Support Fund round 6, which follows up on round 5 that was spent supporting residents through the cost-of-living crisis. This funding will support the work presented at the last Overview and Scrutiny meeting in Cherwell's Cost of</p>	<p>consolidated into a single report given the implications and interdependencies between them, and this is the summary for the end of Quarter 2 2024-25.</p>	<p>requests are in accordance with the councils' policies and financial procedure rules.</p>	

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<p>the Household Support Fund round 6. This follows up on round 5 that was spent supporting residents through the cost-of-living crisis. This funding will support the work presented at the last Overview and Scrutiny meeting in Cherwell's Cost of Living plan.</p> <p>1.6 To note the use of £0.050m of S106 funding approved under S151 delegated authority to deliver the remaining elements of the Outdoor Sports project at Whitelands Farm Sports Ground.</p> <p>1.7 To note the additional information relating to</p>	<p>Living plan.</p> <p>(6) That the use of £0.050m of S106 funding approved under S151 Officer delegated authority to deliver the remaining elements of the Outdoor Sports project at Whitelands Farm Sports Ground be noted.</p> <p>(7) That the additional information relating to capital overspends in respect of Bicester East Community Centre and the Sunshine Centre reported to Executive in the August (period 5) financial performance report be noted.</p>			

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<p>capital overspends reported to Executive in the August (period 5) financial performance report (section 4.2.3 – 4.2.5)</p> <p>1.8 To approve the removal of projects with budgets totalling £0.652m from the Capital Programme (section 4.2.8 and Appendix 7).</p> <p>1.9 To approve the increase in the building control fees and charges for 2024/25 with immediate effect (Appendix 12).</p>	<p>(8) That the removal of following projects with budgets totalling £0.652m from the Capital Programme be approved.</p> <ul style="list-style-type: none"> • iTrent HR System Upgrades • Housing & UT Asset System • Retained Land • Expiring Energy Performance Certificates plus Associated Works • Energy Performance Certificates Government Implementation of target B – Strategic Plan • Car Park refurbishments • Car Parking Action 			

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	<p style="text-align: center;">Plan Delivery</p> <p>(9) That the increase in the building control fees and charges for 2024/25 with immediate effect (Appendix 12 to the report) be approved.</p>			
Agenda Item 14 Performance, Risk and Finance Monitoring Report Quarter 2 2024 - 2025 - Exempt Appendix	As set out under item 12	As set out under item 12	As set out under item 12	None
Agenda Item 15 Graven Hill Village Development Company (GHVDC) Dev Co – Request for S38 agreement Highways Act 1980 works bonds	Resolved (1) That it be approved in principle that the Council act as surety for Dev Co in respect	The recommendations in this report have been subject to discussion between the Shareholder Representatives, CDC Finance Representatives and	Option 1: Not to give a performance bond. This has been dismissed by officers on the grounds that OCC would not accept a bond from either Hold Co	None

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<p>Exempt Report of Assistant Director or Finance and S151 Officer</p>	<p>of two performance bonds (up to the sum referred to in the exempt Appendix to this report) relating to the construction of highway works by Dev Co pursuant to agreements between Dev Co and Oxfordshire County Council (as local highway authority) to be made under section 38 of the Highways Act 1980.</p> <p>(2) That authority be delegated to the Shareholder Representative to agree on the formal documentation in relation to the bonds in consultation with the s.151 Officer, the</p>	<p>the Dev Co Managing Director and Finance Director.</p> <p>By agreeing with the recommendations in this report, the council is ensuring that Dev Co can act swiftly to meet its aims and delivery objectives regarding the highway works and safeguard the council's investment and return on investment.</p>	<p>or Dev Co and, because performance bonds are prerequisites for entering section 38 adoption agreements with the county council, the company would have to go to the market. The additional time required for this at this stage would impact on the delivery of the agreement. Officers are in discussion with Dev Co about the company securing future bonds from the open market rather than from the council.</p>	

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	<p>Monitoring Officer, the Leader and the Portfolio Holder for Finance and Property.</p> <p>(3) That it be agreed that Dev Co be requested to pay the council a market fee for the bond facility.</p>			