

Meeting of Council

Monday 16 October 2017

Members of Cherwell District Council,

A meeting of Council will be held at Bodicote House, Bodicote, Banbury, OX15 4AA on Monday 16 October 2017 at 6.30 pm, and you are hereby summoned to attend.



Yvonne Rees
Chief Executive

Friday 6 October 2017

AGENDA

1 **Apologies for Absence**

2 **Declarations of Interest**

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3 **Communications** (Pages 1 - 2)

To receive communications from the Chairman and/or the Leader of the Council.

4 Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

5 Urgent Business

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

6 Minutes of Council (Pages 3 - 10)

To confirm as a correct record the Minutes of Council held on 17 July 2017.

7 Minutes

- a) Minutes of Executive, Lead Member Decisions and Executive Decisions not included in the 28 day notice

The Leader of the Council to formally propose that the minutes of the meetings of the Executive and Lead Member Decisions as set out in the Minute Book (circulated separately) be received and to report that since the last meeting of Council held on 17 July 2017, two decisions have been taken by the Executive which were not included in the 28 day notice relating to: Franklins House, Bicester; and, Budget Strategy 2018/19 and Beyond.

- b) Minutes of Committees

The Leader of the Council to formally propose that the minutes of committees as set out in the Minute Book (circulated separately) be received.

8 Questions

- a) Written Questions

To receive any written questions and answers which have been submitted with advance notice in accordance with the Constitution. A written response to the question will be circulated at the meeting.

- b) Questions to the Leader of the Council

The Chairman to invite questions to the Leader of the Council (including any matters arising from the minutes).

Following a response to their question being provided Members will be entitled to a follow up or supplementary question.

- c) Questions to Committee Chairmen on the Minutes

The Chairman to invite questions to Chairmen of Committees on any matter arising from the minutes of their committee (if any).

9 **Motions** (Pages 11 - 14)

To debate the following motions which have been submitted with advance notice, in accordance with the constitution.

Adoption of the International Holocaust Remembrance Alliance working definition of anti-Semitism

In December 2016, the Government formally adopted the International Holocaust Remembrance Alliance the following working definition of anti-Semitism:

“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

The full text of the definition is included in your agenda pack.

The definition, although legally non-binding, is an important tool for public bodies to understand how anti-Semitism manifests itself in the 21st century, as it gives examples of the kind of behaviours which depending on the circumstances could constitute anti-Semitism.

The Rt Hon Sajid Javid MP has written to all local authority Leaders (attached) about the Government’s adoption of the working definition of anti-Semitism reminding us that anti-Semitism continues to be a problem in this country and encouraging us to formally adopt the definition ourselves. I therefore propose that CDC adopts the working definition of anti-Semitism.

Proposer: Councillor Barry Wood

Condition of BT Phones Boxes in the District

BT phone boxes around our district are in a very poor condition. The advertisement on many has been left to peel rather than be replaced. The poor condition of the phone boxes are a magnet for regular vandalism and the disposal of rubbish. This problem is not restricted to a few street corners, but also to our town centres. Royal Mail look after their post boxes, why can't BT look after their phone box's?

I move that council formally request BT tidy up and clean up their phone box's around our district. We want them presentable, on the inside and out, or we do not want them at all.

Proposer: Councillor Sean Gaul
Secunder: Councillor Barry Wood

Public Sector Pay Cap

This council notes that by restraining the remit of the pay review bodies to a maximum uplift of no more than one per cent, since 2010 the government has cut in real terms the pay of public sector staff including nurses, firefighters, police officers and the armed forces. This has had a detrimental impact on morale, recruitment and retention at a time when demand for services is on the increase. This council thus calls on the government to scrap the cap on public sector pay and restore the independence of pay review bodies.

Proposer: Councillor Sean Woodcock
Seconder: Councillor Barry Richards

Council Business Reports

10 Chief Officer and Deputy Chief Officer Appointment Process

** Please note that this report will follow as the proposals will be considered by the Joint Commissioning Committee at their meeting on 11 October 2017 **

Report of Chief Executive

11 Support for Banbury Business Improvement District (BID) (Pages 15 - 20)

Report of Head of Strategic Planning and the Economy

Purpose of report

- A) To seek Council approval, subject to a positive ballot, for:
- a. Cherwell District Council to subsidise part of the annual costs of collecting the Levy on behalf of the BID within a budget ceiling for a maximum five-year period and for the Chief Financial Officer to make the appropriate arrangements;
 - b. Cherwell District Council to provide a bridging loan to the BID to support its establishment and for repayment to occur within a three-year period and for the Chief Financial Officer to make the appropriate arrangements.
 - c. Cherwell District Council to meet the costs of creating the BID Levy collection system and for the Chief Financial Officer to make the appropriate arrangements.

Recommendations

The Executive recommends to Council that a number of decisions are taken to prepare for the creation of the Banbury Business Improvement District (BID), subject to a positive 'yes' ballot of businesses. It is recommended:

- 1)** That, subject to a positive 'yes' ballot of businesses and approval of budgets by Full Council, authority be delegated to the Chief Finance Officer in consultation with the relevant Lead Member to meet the actual one-off capital cost, estimated to be £20,000 to create the necessary collection system.
- 2)** That, subject to a positive 'yes' ballot of businesses and approval of budgets by Full Council, authority be delegated to the Chief Finance Officer in consultation with the relevant Lead Member to subsidise a proportion of the annual revenue costs to collect the BID levy for a maximum period of five years of £9,000 a year.

- 3) That, subject to a positive 'yes' ballot of businesses and approval of budgets by Full Council, authority be delegated to the Chief Finance Officer in consultation with the relevant Lead Member to provide a bridging loan of up to £50,000 to the Banbury BID to cover the set-up, operational and project costs in its start-up phase to be entirely repaid to the Council within three years. The loan would be subject to an appropriate legal agreement being entered into to govern the drawdown loan facility and all financial requirements being satisfied.

12 **Community Governance Review - results of second consultation and final recommendations, and update regarding Parliamentary Boundary Review** (Pages 21 - 44)

Report of Chief Executive

Purpose of report

To consider the final recommendations from the Community Governance Review (CGR) Working group, following the second consultation phase.

To provide a further update regarding next stages of the Parliamentary Boundary Review.

Recommendations

The meeting is recommended to approve the following:

- 1.1 The separation of the existing Upper Heyford Parish into two, as shown on the map at Appendix 3.
- 1.2 The parishes being named Upper Heyford and Heyford Park, with the outer boundary of Heyford Park being as shown on the map at Appendix 3.
- 1.3 Upper Heyford Parish retaining six parish councillors, and Heyford Park having seven parish councillors.
- 1.4 The number of Parish Councillors for Fritwell being increased by one, from six to seven.
- 1.5 The number of Parish Councillors for Stratton Audley being increased by two, from five to seven.
- 1.6 The number of Parish Councillors for Tadmarton being reduced by one, from seven to six.
- 1.7 The number of Parish Councillors for Weston-on-the-Green being increased by one, from seven to eight.
- 1.8 The number of Parish Councillors for Yarnton being increased by one, from nine to 10.
- 1.9 Authority being delegated to the Chief Executive to respond to the third consultation of the Parliamentary Boundary Review, in consultation with the CGR/Parliamentary Boundary Review Working Group

13 Standards Arrangements - Appointment of Independent Persons (Pages 45 - 50)

Report of Monitoring Officer

Purpose of report

To appoint statutory independent persons as part of the standards arrangements.

Recommendations

The meeting is recommended:

- 1.1 To re-appoint Mr Graham Matthews as an independent person pursuant to section 28(7) of the Localism Act 2011 for a term of four years expiring on the date of the annual meeting of Council in 2021.
- 1.2 To agree to appoint a third independent person pursuant to section 28(7) of the Localism Act 2011.
- 1.3 Subject to the agreement of recommendation 1.2, to appoint Mr Stuart Green as an independent person pursuant to section 28(7) of the Localism Act 2011 for a term of four years expiring on the date of the annual meeting of Council in 2021.

14 Loan for a Replacement Kidlington Girl Guides Building (Pages 51 - 54)

Report of Director of Operational Delivery

Purpose of report

To consider the creation of a capital budget for a loan to Kidlington Girl Guides to enable them to replace their current old and poor quality building.

Recommendations

Council is recommended:

- 1.1 To approve the creation of a capital budget of up to £100,000 to Kidlington Girl Guides for a replacement Guide building with delegated authority given to the Chief Finance Officer to approve the final cost and loan agreement.

15 Notification of Urgent Action: Stratfield Brake Sports Ground, Kidlington (Pages 55 - 58)

Report of Director of Operational Delivery

Purpose of report

To inform Members of the decision taken under urgent powers in consultation with relevant Members to approve the award of an operating contract for Stratfield Brake

Sports Ground and transitional financial support to Kidlington (KPC) and Gosford & Water Eaton Parish Councils (G&WEPC) and a number of urgency actions to progress in a timely manner.

Recommendations

- 1.1 Council is recommended to note the urgent action taken to approve the award of an operating contract and associated actions.

16 Amendments to Committee Membership

Council is asked to note the following amendments to Committee membership made by the Conservative Group:

Overview and Scrutiny Committee

Remove Councillor David Hughes, add Councillor Hugo Brown

17 Exclusion of the Press and Public

The following items contain 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.

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 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, 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.”

18 Questions on Exempt Minutes

Members of Council will ask questions on exempt minutes, if any.

19 The Hill Youth and Community Centre - Budget Request (Pages 59 - 70)

Exempt report of Chief Finance Officer

Exempt report of Chief Finance Officer

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to

democracy@cherwellandsouthnorthants.gov.uk or 01295 221589 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.

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) 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.

Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections
natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

Agenda Item 3

CHAIRMAN/VICE CHAIRMAN'S ENGAGEMENTS

18 July 2017 – 16 October 2017

Date	Event
21 July	The Chairman attended the Staff Achievement Awards which this year were held in the Council Chamber at Cherwell and, together with the Chairman of SNC and the two Leaders, presented awards to staff from both councils.
6 August	The Chairman accepted an invitation from the Lord Mayor of Oxford to join her team in the annual Oxford vs Abingdon Bowls Match which was held at Kidlington Bowls Club.
31 August	The Chairman and his consort attended an event at Banbury Town Hall to mark the appointment of Mrs Rosemarie Higham as Honorary Burgess of Banbury. This was at the invitation of the Town Mayor and Banbury Town Council.
10 September	The Chairman was invited to start the Kidlington Fun Run which was held at Stratfield Brake Sports Ground. The run was held to raise money for one of the Chairman's charities - Daybreak who provide care for people with dementia.
17 September	The Chairman and his consort attended the Banbury Town Council Battle of Britain event. This included a parade from the Town Hall to St. Mary's church where a service was held.
19 September	The Chairman attended the AGM of the Oxfordshire County Scout Council and Open Forum on Oxfordshire Scouting at the invitation of the County Chairman and the County Commissioner. The event was held at Kirtlington Village Hall.
22 September	The Chairman and his consort attended the Mayor of Carterton's Battle of Britain Fish and Chip Supper. This was a 1940's evening of Glen Miller music and fundraising for the Mayor's chosen charities.
25 September	The Vice Chairman attended the Civic Open Day at RAF Croughton. The event was designed to familiarise civic leaders with the current mission at RAF Croughton and future plans for growth.
30 September	The Chairman and his consort attended the official opening of Whitelands Farm Sports Ground in Bicester where the Chairman performed the ribbon cutting ceremony.
10 October	The Vice Chairman and her husband attended the Court Sermon at Christ Church Cathedral in Oxford at the invitation of the High Sheriff of Oxfordshire.

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Cherwell District Council

Council

Minutes of a meeting of the Council held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 17 July 2017 at 6.30 pm

Present: Councillor Maurice Billington (Chairman)
Councillor Jolanta Lis (Vice-Chairman)

Councillor David Anderson
Councillor Hannah Banfield
Councillor Andrew Beere
Councillor Claire Bell
Councillor Hugo Brown
Councillor Mark Cherry
Councillor Colin Clarke
Councillor Ian Corkin
Councillor Nick Cotter
Councillor Surinder Dhesi
Councillor John Donaldson
Councillor Sean Gaul
Councillor Carmen Griffiths
Councillor Timothy Hallchurch MBE
Councillor Chris Heath
Councillor David Hughes
Councillor Shaida Hussain
Councillor Tony Ilott
Councillor Mike Kerford-Byrnes
Councillor James Macnamara
Councillor Kieron Mallon
Councillor Nicholas Mawer
Councillor Andrew McHugh
Councillor Alastair Milne-Home
Councillor Richard Mould
Councillor D M Pickford
Councillor Lynn Pratt
Councillor Neil Prestidge
Councillor G A Reynolds
Councillor Barry Richards
Councillor Dan Sames
Councillor Les Sibley
Councillor Nigel Simpson
Councillor Tom Wallis
Councillor Douglas Webb
Councillor Bryn Williams
Councillor Barry Wood
Councillor Sean Woodcock

Apologies for Councillor Ken Atack
Councillor Mike Bishop

absence: Councillor Simon Holland
Councillor Alan MacKenzie-Wintle
Councillor Nigel Morris
Councillor Sandra Rhodes
Councillor Jason Slaymaker
Councillor Nicholas Turner

Officers: Yvonne Rees, Chief Executive
Scott Barnes, Director of Strategy and Commissioning
Ian Davies, Director of Operational Delivery
Paul Sutton, Chief Finance Officer / Section 151 Officer
Natasha Clark, Interim Democratic and Elections Manager
James Doble, Interim Assistant Director Transformational
Governance / Monitoring Officer

19 **Declarations of Interest**

9. Motions.

Councillor G A Reynolds, Declaration, as he had an Uncle who would fall into the category were there to be a major development in Shutford.

14. Build! Programme - Capital Budget.

Councillor John Donaldson, Declaration, as a non-Executive Director of Cherwell Community Build and would leave the meeting for the duration of the item.

Ian Davies, Declaration, as a non-Executive Director of Cherwell Community Build and would leave the meeting for the duration of the item.

18. Build! Programme - Capital Budget - Exempt Appendix.

Councillor John Donaldson, Declaration, as a non-Executive Director of Cherwell Community Build and would leave the meeting for the duration of the item.

Ian Davies, Declaration, as a non-Executive Director of Cherwell Community Build and would leave the meeting for the duration of the item.

20 **Communications**

The Chairman made the following announcements:

Chairman's Engagements

A copy of the events he or the Vice-Chairman had attended was included in the agenda pack. The Chairman referred to the Royal Garden Party he had attended at Buckingham Palace, which had been particularly enjoyable.

Post

The Chairman reminded members to collect any post from their pigeon holes.

21 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

22 **Urgent Business**

There were no items of urgent business.

23 **Minutes of Council**

The minutes of the meeting held on 16 May 2017 were agreed as a correct record and signed by the Chairman.

24 **Minutes**

a) **Minutes of the Executive, Lead Member Decisions and Executive Decisions made under Special Urgency**

Resolved

That the minutes of the meeting of the Executive and Lead Member decisions as set out in the Minute Book be received and that it be noted that since the last meeting of Council, 3 decisions had been taken by the Executive which were not included in the 28 day notice. These decisions related to Strategic Property Acquisition in Banbury; Stratfield Brake Sports Ground, Kidlington; and, New Homes Bonus: Construction Apprenticeships and Skills.

b) **Minutes of Committees**

Resolved

That the minutes of Committees as set out in the Minute Book be received.

25 **Questions**

a) **Written Questions**

The Chairman advised Council that one written question had been submitted with advance notice in accordance with the Constitution. The question was from Councillor Beere and addressed to the Lead Member for Planning, Councillor Clarke, and was in relation to planning applications and appeals. A written answer had been tabled at the meeting (annex to the Minutes as set out in the Minute Book).

b) **Questions to the Leader of the Council**

Questions were asked and answers received on the following issues:

Payment of council tax / NNDR by properties running as AirBnB and regulation lettings: Councillor Mawer
Fire safety in Cherwell District Council owned buildings: Councillor Woodcock
Voter registration: Councillor Dhesi
Local Green Space designation of Bicester Rugby Playing fields as part of the Local Plan Part 2: Councillor Sames
Security of Cherwell District Council owned buildings: Councillor Cherry
Government pay cap on public sector pay: Councillor Richards
Student debt: Councillor Mallon
Housing of Syrian refugees: Councillor Gaul

c) Questions to Committee Chairmen on the minutes

There were no questions to Committee Chairman on the minutes of meetings.

26

Motions

a) Naming of Roads and Streets

In presenting his motion, Councillor Mallon referred to the tabled version which contained a minor amendment to the motion included on the published agenda. It was moved by Councillor Mallon, and seconded by Councillor Woodcock that the following motion be adopted:

“To mark the centenary of the end of WW1, this council recognises those who made the ultimate sacrifice during the Great War of 1914-1918 and conflicts since then from North Oxfordshire and wishes to honour those who gave their lives and commemorate the local families they left behind.

To this end, we as the principle planning authority, let it be known that if Towns and Villages within the Cherwell District wish to honour those who died and are recorded or are on the local War Memorials by naming roads and streets in new developments after the fallen from within the parish we will look favourably on the request.

Cherwell will work with those Towns and Parishes to research and where possible accommodate such a request in any new developments that the towns and villages may have within the parish boundaries in the coming years.”

The motion was debated and subsequently agreed.

Resolved

That the following motion be adopted:

“To mark the centenary of the end of WW1, this council recognises those who made the ultimate sacrifice during the Great War of 1914-1918 and conflicts since then from North Oxfordshire and wishes to honour those who gave their lives and commemorate the local families they left behind.

To this end, we as the principle planning authority, let it be known that if Towns and Villages within the Cherwell District wish to honour those who died and are recorded or are on the local War Memorials by naming roads and streets in new developments after the fallen from within the parish we will look favourably on the request.

Cherwell will work with those Towns and Parishes to research and where possible accommodate such a request in any new developments that the towns and villages may have within the parish boundaries in the coming years.”

27 **Community Governance Review Update**

The Assistant Director – Transformational Governance submitted a report to consider the draft recommendations from the Community Governance Review (CGR) Working group, ahead of the second consultation phase which will start on 31 July 2017.

Resolved

- (1) That the separation of the existing Upper Heyford Parish into two, as shown on the map at the annex to the Minutes (as set out in the Minute Book) be approved for consultation.
- (2) That, further to resolution (1), the parishes being named Upper Heyford and Heyford Park be approved for consultation.
- (3) That, further to resolutions (1) and (2), Upper Heyford Parish retaining six parish councillors, and Heyford Park having seven parish councillors be approved for consultation
- (4) That the number of Parish Councillors for Fritwell being increased by one, from six to seven be approved for consultation.
- (5) That the number of Parish Councillors for Stratton Audley being increased by two, from five to seven, be approved for consultation.
- (6) That the number of Parish Councillors for Tadmarton remaining at seven be approved for consultation.
- (7) That the number of Parish Councillors for Weston-on-the-Green being increased by one, from seven to eight, be approved for consultation.
- (8) That the number of Parish Councillors for Yarnton being increased by one, from nine to ten, be approved for consultation.

28 **Approval of Amendments to the Joint Contract Procedure Rules**

The Assistant Director Transformational Governance submitted a report to seek approval to amendments required to be made to the Joint Contract Procedure Rules in place at Cherwell District Council and South

Northamptonshire Council in order to ensure those Rules continue to reflect current law and procurement practice.

Resolved

- (1) That, subject to South Northamptonshire Council resolving in similar terms at its meeting on 19 July 2017, the changes made to the Joint Contract Procedure Rules (annex to the minutes as set out in the Minute Book) be agreed.

29 **2016/17 Treasury Management Annual Report**

The Chief Finance Officer submitted a report which presented information on treasury management performance and compliance with treasury management policy during 2016/17 as required by the Treasury Management Code of Practice.

Resolved

- (1) That the 2016/17 Treasury Management Annual Report, in line with the Treasury Management Strategy, be noted.

30 **Overview and Scrutiny Annual Report 2016/17**

The Assistant Director – Transformational Governance submitted a report which presented the Overview and Scrutiny Annual Report for 2016/17.

Resolved

- (1) That the contents of the Overview and Scrutiny Annual Report 2016/17 be noted.

31 **Build! Programme - Capital Budget**

The Chief Finance Officer submitted a report to approve the capital budget of £200,000 for pre-development costs for Phase 1(b) of the Build! project as recommended by Executive.

Resolved

- (1) That, in accordance with the agreed recommendations of the Executive, the capital budget of £200,000 for pre-development costs for Phase 1(b) of the Build Programme be approved.

32 **Woodpiece Road Parking Project - Capital Budget**

The Director of Operational Delivery submitted a report to consider a capital budget of £40,000 for Phase 1 of the Woodpiece Road parking project as recommended by the Executive.

Resolved

- (1) That the creation of a capital budget of £40,000 necessary to carry out the Phase 1 works be approved with delegated authority given to the Chief Finance Officer to approve the final cost.

33 **Yvonne Rees, Chief Executive**

On behalf of Council, the Chairman welcomed Yvonne Rees, the new Joint Chief Executive for Cherwell District Council and South Northamptonshire Council.

The Chief Executive thanked Members for the welcome she had received and commented that she was excited by her new role and she looked forward to working with Members and officers to address the future challenges and opportunities at both Cherwell District Council and South Northamptonshire Council.

34 **Exclusion of the Press and Public**

Resolved

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, 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.

35 **Questions on Exempt Minutes**

There were no questions on exempt minutes.

36 **Build! Programme - Capital Budget - Exempt Appendix**

Resolved

- (1) That the exempt appendix be noted.

37 **Woodpiece Road Parking Project - Capital Budget - Exempt Appendix**

Resolved

- (1) That the exempt appendix be noted.

38 **Strategic Property Acquisition Update**

The Chief Finance Officer submitted an exempt report which provided an update on a strategic property acquisition.

Resolved

- (1) As set out in the exempt minutes.
- (2) That the reasonable assumptions within the development appraisals completed both in-house and by Gerald Eve be accepted.

The meeting ended at 8.20 pm

Chairman:

Date:



Romanian
Chairmanship
2016

Bucharest, 26 May 2016

In the spirit of the Stockholm Declaration that states: “With humanity still scarred by ...antisemitism and xenophobia the international community shares a solemn responsibility to fight those evils” the committee on Antisemitism and Holocaust Denial called the IHRA Plenary in Budapest 2015 to adopt the following working definition of antisemitism.

On 26 May 2016, the Plenary in Bucharest decided to:

Adopt the following non-legally binding working definition of antisemitism:

“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

To guide IHRA in its work, the following examples may serve as illustrations:

Manifestations might include the targeting of the state of Israel, conceived as a Jewish collectivity. However, criticism of Israel similar to that leveled against any other country cannot be regarded as antisemitic. Antisemitism frequently charges Jews with conspiring to harm humanity, and it is often used to blame Jews for “why things go wrong.” It is expressed in speech, writing, visual forms and action, and employs sinister stereotypes and negative character traits.

Contemporary examples of antisemitism in public life, the media, schools, the workplace, and in the religious sphere could, taking into account the overall context, include, but are not limited to:

- Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion.
- Making mendacious, dehumanizing, demonizing, or stereotypical allegations about Jews as such or the power of Jews as collective — such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other societal institutions.
- Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews.
- Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust).

- Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust.
- Accusing Jewish citizens of being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations.
- Denying the Jewish people their right to self-determination, e.g., by claiming that the existence of a State of Israel is a racist endeavor.
- Applying double standards by requiring of it a behavior not expected or demanded of any other democratic nation.
- Using the symbols and images associated with classic antisemitism (e.g., claims of Jews killing Jesus or blood libel) to characterize Israel or Israelis.
- Drawing comparisons of contemporary Israeli policy to that of the Nazis.
- Holding Jews collectively responsible for actions of the state of Israel.

Antisemitic acts are criminal when they are so defined by law (for example, denial of the Holocaust or distribution of antisemitic materials in some countries).

Criminal acts are antisemitic when the targets of attacks, whether they are people or property – such as buildings, schools, places of worship and cemeteries – are selected because they are, or are perceived to be, Jewish or linked to Jews.

Antisemitic discrimination is the denial to Jews of opportunities or services available to others and is illegal in many countries.



Department for
Communities and
Local Government

Local Authority Leaders

The Rt Hon Sajid Javid MP

*Secretary of State for Communities and Local
Government*

***Department for Communities and Local
Government***

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30 January 2017

Dear Leader,

Adoption of the IHRA working definition of anti-Semitism

In December 2016, the Government formally adopted the International Holocaust Remembrance Alliance working definition of anti-Semitism; the first European Union country to do so.

The definition, although legally non-binding, is an important tool for public bodies to understand how anti-Semitism manifests itself in the 21st century, as it gives examples of the kind of behaviours which depending on the circumstances could constitute anti-Semitism. The full text of the definition can be found at:

https://www.holocaustremembrance.com/sites/default/files/press_release_document_antisemitism.pdf

We are well aware that anti-Semitism continues to be a problem in this country. It is therefore right that, as a Government, we are able to demonstrate the seriousness with which we take it, as for all forms of hate crime. Anti-Semitism must be understood for what it is – an attack on the identity of people who live, contribute and are valued in our society. In light of this, I would like to take this opportunity to strongly encourage you to formally adopt the definition and consider its application in your own authority.

THE RT HON SAJID JAVID MP

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Cherwell District Council

Council

16 October 2017

Support for Banbury Business Improvement District (BID)

Report of Head of Strategic Planning and the Economy

This report is public

Purpose of report

- A) To seek Council approval, subject to a positive ballot, for:
- a. Cherwell District Council to subsidise part of the annual costs of collecting the Levy on behalf of the BID within a budget ceiling for a maximum five-year period and for the Chief Financial Officer to make the appropriate arrangements;
 - b. Cherwell District Council to provide a bridging loan to the BID to support its establishment and for repayment to occur within a three-year period and for the Chief Financial Officer to make the appropriate arrangements.
 - c. Cherwell District Council to meet the costs of creating the BID Levy collection system and for the Chief Financial Officer to make the appropriate arrangements.

1.0 Recommendations

The Executive recommends to Council that a number of decisions are taken to prepare for the creation of the Banbury Business Improvement District (BID), subject to a positive 'yes' ballot of businesses. It is recommended:

- 1) That, subject to a positive 'yes' ballot of businesses and approval of budgets by Full Council, authority be delegated to the Chief Finance Officer in consultation with the relevant Lead Member to meet the actual one-off capital cost, estimated to be £20,000 to create the necessary collection system.
- 2) That, subject to a positive 'yes' ballot of businesses and approval of budgets by Full Council, authority be delegated to the Chief Finance Officer in consultation

with the relevant Lead Member to subsidise a proportion of the annual revenue costs to collect the BID levy for a maximum period of five years of £9,000 a year.

- 3) That, subject to a positive 'yes' ballot of businesses and approval of budgets by Full Council, authority be delegated to the Chief Finance Officer in consultation with the relevant Lead Member to provide a bridging loan of up to £50,000 to the Banbury BID to cover the set-up, operational and project costs in its start-up phase to be entirely repaid to the Council within three years. The loan would be subject to an appropriate legal agreement being entered into to govern the drawdown loan facility and all financial requirements being satisfied.

2.0 Introduction

- 2.1 The Council was approached in 2015 by businesses in Banbury to support the establishment of a Business Improvement District (BID) in Banbury town centre.
- 2.2 In 2016, the Council agreed to fund the initial phase of work to prepare a BID for Banbury whereby a feasibility study established the level of business support. Of the 115 businesses responding, 74% were in favour of the BID concept being tested in a ballot, 19% were undecided and 6% were against.
- 2.3 Based upon the expressed business support, the Council agreed to commission the development of a detailed business plan and guiding the campaign through to ballot.
- 2.4 The Council has 15 properties, including car parks and bus station, or 'hereditaments' through which it is eligible to use some or all of its votes for or against the creation of a BID for Banbury.
- 2.5 The Council has been represented at each shadow BID Board meeting and open business forum by the Portfolio Holder for Estates and the Economy and/or officers.

3.0 Business Plan

- 3.1 National regulations apply to the formation of a BID including the necessity for a detailed Business Plan to be produced. A draft business plan has been prepared and was launched at an open business forum on 6th September 2017. The draft business plan is available along with associated documents and information sheets at: <https://banburybid.com/information-bulletins/>
- 3.2 The draft business plan will also be sent to all eligible voters along with their ballot paper on 17th October 2017.

4.0 Levy Collection

- 4.1 Whilst the Council has provided assistance and guidance to the shadow Board to support the creation of a BID for Banbury it must be led by businesses. The Council will be an active partner and will provide an agency role for the BID in the collection of the Levy from all appropriate businesses.

- 4.2 Following a successful ballot, the Levy will be collected annually by the Council from around 530 businesses (hereditaments), as a separate bill to the business rates.
- 4.3 The Council can choose to recover all, some or none of the costs of collecting the levy from the BID company. The Council propose to charge the BID Company the full cost of collection, but the Council is recommended to subsidise the Company's collection costs for a five-year period.
- 4.4 The initial capital cost and annual revenue costs (for 5 years) of collecting the Levy on behalf of the BID company has been estimated by Cherwell District Council as £24,000. This means that Cherwell District Council estimates it will cost £44 on average to bill, collect and enforce the levy from each of the 545 hereditaments within the BID boundary.
- 4.5 The British Retail Consortium (BRC), a significant representative group containing members such as M&S, Debenhams, Boots, Poundland etc, suggest to their members that a maximum of £35 per hereditament should normally be charged.
- 4.6 Given experience in other Districts, it is proposed to subsidise the BID Company via a grant payment up to maximum level for a fixed period to meet the difference. The reason for that grant subsidy is to reduce the risk of a 'no vote' by business and to assist a successful 'yes' vote.
- 4.7 It is proposed to pay a grant subsidy of £9,000 annually for 5 years to meet part of the levy costs.
- 4.8 The proposed subsidy to the BID company is based on the estimated costs and estimated revenue from the levy. The effect of this proposal ensures that the BID company will have to absorb any differences in the estimated cost of collection of the levy to the actual costs. Cherwell District Council does not bear any risks associated with this above the level of the subsidy.
- 4.9 If the BID is created, it will be for a five year term and this agreement reflects the challenge to the prospective BID Company in establishing itself during that first five year term. After the first year of operation, and in subsequent years, the BID would be reviewed with an expectation that the level of subsidy would reduce with the BID Company aiming to fully fund its own collection costs.
- 4.10 The cost of establishing the financial systems to run the billing required for the Banbury BID is additional to the current billing system operated by the Council. A one-off capital cost, estimated to be £20,000 is required to create the necessary collection system. This cost will only be incurred if there is a positive 'yes' ballot of businesses.
- 4.11 This proposal seeks to balance the Council's financial support needed for the BID to be approved by businesses, with scope to annually review and hopefully to reduce the cost to the Council of subsidising the collection. In proposing this financial support Cherwell District Council recognises that a successful BID operating in Banbury will bring significant wider economic and community benefits to the town from having an enhanced town centre.

5.0 Bridging Loan

- 5.1 The current BID timetable anticipates that the result of the Banbury BID ballot will be known on 15th November 2017. If a positive 'yes' vote, this will provide the mandate for the BID company to be formed and be prepared for full operation from April 2018.
- 5.2 The BID levy would become a statutory debt upon businesses and carry a similar legal status to those relating to the payment of Business Rates. It is therefore proposed that the Council should provide a loan to the BID Company (if it becomes mandated by the ballot) to support the establishment of the BID company to support its initial establishment.
- 5.3 It is proposed that the bridging loan would be to a maximum of £50,000 and for it to operate on a 'drawdown basis'. This would ensure that the BID Company will only borrow funds that it actually requires (thereby minimising the debt which is loaded onto the company). The BID Company would be liable to make its own arrangements if it required any additional funds over the £50,000 which the Council makes available. It is considered that this would present a low risk, given that the BID Company's annual income is estimated to be over £200,000 from the BID levy.
- 5.4 The bridging loan would support the cost of set-up, operational and project costs of the BID from its establishment in November 2017 to the first tranche of BID levy income when BID levy bills are issued on the 1st April 2018. It is proposed that the loan agreement would contain a condition which provided that the repayments be deducted at source by the Council's Business Rates section from BID levy income.

6.0 Conclusion and Reasons for Recommendations

- 6.1 The BID proposal for Banbury has progressed to its set timetable and has published its five year business plan as a basis for a ballot to be held on 14 November 2017.
- 6.2 Subject to a positive 'yes' vote, the BID will become operational from April 2018. Following the recommendations set out in this report, the Council will prepare its systems to collect the Levy and work with the BID to establish itself to contribute to the mutual objective of adding economic 'vitality' to central Banbury.
- 6.3 The recommendations of this report concern the amount of financial support to provide in the forms of a loan and annual subsidy. The recommendations to Council also seek delegation of decisions within previously approved budgets and approval for officers to cast a positive 'yes' vote on behalf of the Council to support the establishment of the Banbury BID for each of its hereditaments with the BID area.

7.0 Alternative Options and Reasons for Rejection

7.1 Alternative Options:

- To reduce or remove financial support in providing the bridging loan and/or subsidising the levy collection.

- To vote against the creation of a BID in the ballot via the Council's 15 eligible hereditaments

7.2 The above options are not recommended because:

- The establishment of the Banbury BID and the implementation of the business plan have been designed to strengthen the 'economic vitality' of the town centre.
- The draft business plan is sensitive to the costs of levy collection and aims to be set at the level set in other BIDs to reduce the risk of a 'no' vote.
- Without the proposed bridging loan the BID would be delayed in its creation and therefore in its delivery of action to strengthen the 'economic vitality' of the town centre.
- It would forgo the opportunity to support a project that has been led by the businesses of Banbury which has the potential to draw additional resources to actions to promote the town to the benefit of the town and its business community.

8.0 Implications

Financial and Resource Implications

The successful introduction of a BID for Banbury stands to generate significant resources for the promotion of the retail heart of Banbury from local businesses, both directly through the Levy and also indirectly through the businesses contributing additional expertise, energy and other added value. This would all be in addition to the services provided by Cherwell District Council and its investment in, for example, the Castle Quay Two development.

The cost of the BID Levy for the 15 Council owned properties will be built into the budget for 2018/19 following a successful ballot.

Comments checked by:

Sanjay Sharma, Interim Head of Finance and Procurement. 01295 221564,
sanjay.sharman@cherwellandsouthnorthants.gov.uk

Legal Implications

There are no legal implications arising from this report.

Comments checked by:

Nigel Bell, Team Leader – Planning & Litigation
 tel. 01295 221687
Nigel.Bell@Cherwellandsouthnorthants.gov.uk

9.0 Decision Information

Key Decision -

Not applicable

Wards Affected

Banbury

Links to Corporate Plan and Policy Framework

This report directly links to all four of the corporate priorities and objectives set out in the Cherwell District Council Business Plan 2016-17 as follows:

- A district of opportunity
- Safe, green, clean
- A thriving community
- Sound budgets and customer focused council

Lead Councillor

Councillor Lynn Pratt - Lead Member for Estates and the Economy

Document Information

Appendix No	Title
None	Business Plan 2018-2023: Banbury Business Improvement District
Background Papers	
None	
Report Authors	Scott Barnes, Director – Strategy and Commissioning. Adrian Colwell, Head of Strategic Planning and the Economy. Steven Newman, Senior Economic Growth Officer.
Contact Information	steven.newman@cherwell-dc.gov.uk

Cherwell District Council

Council

16 October 2017

<p>Community Governance Review – results of second consultation and final recommendations, and update regarding Parliamentary Boundary Review</p>
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Report of Chief Executive

This report is public

Purpose of report

To consider the final recommendations from the Community Governance Review (CGR) Working group, following the second consultation phase.

To provide a further update regarding next stages of the Parliamentary Boundary Review.

1.0 Recommendations

The meeting is recommended to approve the following:

- 1.1 The separation of the existing Upper Heyford Parish into two, as shown on the map at Appendix 3.
- 1.2 The parishes being named Upper Heyford and Heyford Park, with the outer boundary of Heyford Park being as shown on the map at Appendix 3.
- 1.3 Upper Heyford Parish retaining six parish councillors, and Heyford Park having seven parish councillors.
- 1.4 The number of Parish Councillors for Fritwell being increased by one, from six to seven.
- 1.5 The number of Parish Councillors for Stratton Audley being increased by two, from five to seven.
- 1.6 The number of Parish Councillors for Tadmarton being reduced by one, from seven to six.
- 1.7 The number of Parish Councillors for Weston-on-the-Green being increased by one, from seven to eight.

- 1.8 The number of Parish Councillors for Yarnton being increased by one, from nine to 10.
- 1.9 Authority being delegated to the Chief Executive to respond to the third consultation of the Parliamentary Boundary Review, in consultation with the CGR/Parliamentary Boundary Review Working Group

2.0 Introduction

- 2.1 In December 2016, Council approved a timetable for a limited scope Community Governance Review (CGR) to be carried out, focussing on a possible split of Upper Heyford Parish and requests from five parish councils for a review of their number of Parish Councillors.

3.0 Report Details

- 3.3 At its meeting in July 2017, Council approved recommendations to form the basis of the second consultation phase.
- 3.4 Two consultation documents were produced, one specifically relating to Upper Heyford (**appendix 1**) and the other relating to the proposed change in numbers (**appendix 2**).
- 3.5 The consultation period ran from 31 July to 8 September. Both documents were available via the Council's website, with the option of completing an electronic survey. Paper copies of the Upper Heyford separation document were posted to all addresses in Upper Heyford, as well as being provided to Somerton Parish Council for forwarding to all residents in Somerton.
- 3.6 Parishes who had requested changes in parish councillor numbers were also asked if they would like to receive paper copies of the document.

Upper Heyford

- 3.7 230 consultation responses were received, and results were as follows:

Question 1 – do you agree with the recommendation to separate Upper Heyford into two parishes?

196 respondents (85.2%) agreed

30 respondents (13%) didn't agree

4 respondents (1.7%) didn't answer the question

Question 2 – Do you agree with the parishes being named Upper Heyford and Heyford Park?

189 respondents (82.2%) agreed

36 respondents (15.7%) didn't agree

5 respondents (2.1%) didn't answer the question

Question 3 – Do you agree with the number of parish councillors being six for Upper Heyford and seven for Heyford Park?

187 respondents (81.3%) agreed
37 respondents (16.1%) didn't agree
6 respondents (2.6%) didn't answer the question

Question 4 – Do you agree with the position of the proposed boundary?

141 respondents (61.3%) agreed
86 respondents (37.4%) didn't agree
3 respondents (1.3%) didn't answer the question

- 3.8 The CGR working group therefore recommend that the separation of the existing parish of Upper Heyford be approved.
- 3.9 The parishes will be named Upper Heyford and Heyford Park.
- 3.10 Upper Heyford will have 6 parish councillors, and Heyford Park will have 7 parish councillors.
- 3.11 The CGR Working Group have considered all responses and comments made by residents of Somerton, in relation to the recommendation to move the boundary to the outer perimeter of the airfield.
- 3.12 CGR guidance from the Department for Communities and Local Government states that “as far as boundaries between parishes are concerned, these should reflect the ‘no-man’s land’ between communities represented by areas of low population or barriers such as rivers, roads or railways. They need to be, and be likely to remain, easily identifiable”
- 3.13 The CGR working group do feel that moving the boundary to run along the edge of the airfield is the most logical and easily identifiable position. Although fences can be removed, the well-established treeline along the northern edge of the airfield, and the route of the historic ‘Portway’ public footpath between Upper Heyford and Heyford Park are strong boundaries in their own right.
- 3.14 65 responses (28.3%) to the consultation were received from residents of Somerton, and 63 of these didn't agree with the recommendation regarding the position of the boundary.
- 3.15 The majority of comments from the Somerton residents related to the potential for the area of land moving from Somerton to Heyford Park changing categorisation, therefore increasing the likelihood of development on that section of the airfield.
- 3.16 Planning Policy colleagues were asked to explain the categorisation issue to the CGR Working Group.
- 3.17 The Deputy Manager – Planning Policy and Growth Strategy explained that Somerton village currently has a categorisation that means only infill development or conversions would be considered.
- 3.18 This categorisation applies to the village of Somerton only, not to the whole parish.

- 3.19 The former RAF Airbase, the area to become known as Heyford Park, doesn't have a categorisation. It has an allocation in the adopted Local Plan Part 1, with areas earmarked for development as shown in grey on the map at **appendix 4**
- 3.20 The Deputy Manager – Planning Policy and Growth Strategy explained that, in the event that the parish boundary between Somerton and Upper Heyford changed, the area of land moving from one parish to the other would not change categorisation.
- 3.21 The area of the airbase in question is an extremely important historical asset, as it is where the hardened shelters are that were used when the base was active. It is also a conservation area.
- 3.22 The importance of the site is reflected in Part 1 of the [Adopted Cherwell Local Plan 2011-2031](#) (paras C.284 – C.293) specifically discusses Upper Heyford and the former airbase. Page 258 of the document states that “In order to avoid development on the most historically significant and sensitive parts of the site, new development is to be focused to the south of the flying field and on limited greenfield land to the south of Camp Road (and one greenfield area to the north of Camp Road, east of Larsen Road)”
- 3.23 In addition to this, the Head of Strategic Planning and the Economy has confirmed that in the event of any development proposals near the border of the parishes, Somerton would continue to be consulted.
- 3.24 Given the explanation from Planning Policy colleagues, the fact that the area of land in question is a conservation area, and the historical value afforded to the site by Historic England, the CGR Working Group are content to recommend that the position of the boundary between Somerton and Heyford Park be moved to the edge of the airfield.
- 3.25 A number of comments received during the consultation questioned the influence of the Dorchester Group on the CGR process.
- 3.26 Cherwell District Council wish to make it clear that the CGR process is being carried out as a direct result of a long standing wish of Upper Heyford Parish Council, and at no point have the Dorchester Group made any requests regarding the position of the boundary.
- 3.27 Other comments received during the consultation again made reference to issues outside of the control of Cherwell District Council. These included queries regarding the bus routes; the requirement for bollards along Camp Road to prevent Somerton Road being used as a rat run; the requirement for a ring road for HGV traffic; the requirement for a speed camera; and the closure of Camp Road at the junction at Kidlington Road, to prevent HGVs turning towards Lower Heyford.
- Review of Parish Councillor numbers – Fritwell Parish**
- 3.28 Fritwell Parish Council contacted officers and requested that consideration be given to increasing the number of councillors for the parish from six to seven.
- 3.29 The working group recommended that the increase of one be approved for consultation.

- 3.30 No consultation responses were received regarding this recommendation.
- 3.31 The CGR Working Group therefore recommend that an increase of one parish councillor be approved, to take effect from May 2019.

Review of Parish Councillor numbers – Stratton Audley

- 3.32 Stratton Audley Parish Council contacted officers and requested that consideration be given to increasing the number of councillors for the parish from five to seven.
- 3.33 The working group recommended that the increase of two be approved for consultation.
- 3.34 No consultation responses were received regarding this recommendation.
- 3.35 The CGR working group therefore recommend that an increase of two parish councillors be approved, to take effect from May 2018.

Review of Parish Councillor numbers – Tadmarton

- 3.36 Tadmarton Parish Council contacted officers and requested that consideration be given to reducing the number of councillors for the parish from seven to six.
- 3.37 The working group feel that reducing the number of councillors could potentially cause issues with the quorum, in the event of holiday or sickness absence. They therefore recommended that the number of parish councillors remain seven.
- 3.38 Tadmarton Parish Council responded to the consultation, and provided the following reasoning for their request:

“The electorate remains fairly static in the Parish of Tadmarton in terms of numbers. Old residents leave and new ones arrive with regularity although I would suggest in percentage terms this is a small occurrence compared to the amount of dwellings we have. Over the past few years new councillors have been co-opted into their position. Whilst we have always remained between 6 and 7 the lack of ‘newcomers’ means that we are drawing from a small pool that has already been drawn upon many times. This makes the time taken to fill an empty position longer. To assist with this , we recommend 6 councillors to be sufficient for the number of residents and tasks at hand”.

- 3.39 In light of the response received from Tadmarton Parish Council, the CGR working group have reconsidered and now recommend that the number of parish councillors be reduced to six, to take effect from May 2018.

Review of Parish Councillor numbers – Weston-on-the-Green

- 3.40 Weston-on-the-Green Parish Council contacted officers and requested that consideration be given to increasing the number of councillors for the parish from seven to eight or nine.
- 3.41 The working group recommend that an increase of one be approved for consultation.
- 3.42 Two consultation responses were received. One was from the Parish Council, confirming that they still wanted an increase in numbers. The other was from a

resident who did not agree with the proposed increase, due to the number of co-options that had taken place over the last few years.

3.43 The CGR working group felt that the justification provided by Weston-on the-Green was sufficient to approve the increase.

3.44 The CGR working group therefore recommend than an increase of one parish councillor be approved, to take effect from May 2018.

Review of Parish Councillor numbers – Yarnton

3.45 Yarnton Parish Council contacted officers and requested that consideration be given to increasing the number of councillors for the parish from nine to 10.

3.46 The working group recommend that an increase of one be approved for consultation.

3.47 Two consultation responses were received, both of which agreed with recommendation to increase the number of parish councillors.

3.48 The CGR working group therefore recommend that an increase of one parish councillor be approved, to take effect from May 2019

Next steps

3.49 Recommendations approved by full Council will be incorporated into a Reorganisation of Community Governance Order, which will confirm implementation dates for each of the changes.

3.50 With regard to Heyford Park Parish Council, officers will instigate a 'shadow council' arrangement to work in conjunction with the existing Upper Heyford Parish Council until May 2019 when elections will be held to formally elect the new parish council.

3.51 Details of the parish split will be provided to colleagues in Council Tax, so that relevant arrangements can be made with regard to Council Tax charging ready to take effect in 2019.

3.52 All affected parishes will be contacted and advised of the changes agreed, and the implementation date.

Parliamentary Boundary Review

3.53 The Boundary Commission for England (BCE) are in the process of carrying out a review of Parliamentary boundaries, with a view to reducing the overall number of MPs from 650 to 600 for the next General Election, currently scheduled to be held in 2022.

3.54 The BCE have announced that the revised recommendations for the review will be published on 17 October, and will signal the start of the third and final consultation period that will run until 11 December.

3.55 Due to the timing of the consultation period, it will not be possible for full Council to consider the revised recommendations.

- 3.56 Council are therefore recommended to delegate authority to the Chief Executive to submit a response, following consultation with the CGR/Parliamentary Boundary Review Working group.

4.0 Conclusion and Reasons for Recommendations

- 4.1 Cherwell District Council committed to undertake a further CGR relating to Upper Heyford at the conclusion of the previous review in 2013. The final recommendations are considered to be in the best interests of all parishes concerned.

5.0 Consultation

Full public consultation, with documents available via the Council website and in hard copy.

CGR Working Group – Councillors Andrew Beere, Hugo Brown, Nick Cotter, Kieron Mallon, Les Sibley and Sean Woodcock.

6.0 Alternative Options and Reasons for Rejection

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: Not to approve the recommendations. This is rejected, as recommendations have been drafted based on requests and responses received from relevant parishes.

7.0 Implications

Financial and Resource Implications

- 7.1 The separation of Upper Heyford will mean the possibility of a change in Council Tax precept amounts for both Upper Heyford and Heyford Park.

Comments checked by: Paul Sutton, Chief Finance Officer. 03000 030106, paul.sutton@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 The Council is empowered to undertake a Community Governance Review by the Local Government and Public Involvement in Health Act 2007. In undertaking the review it must take steps to ensure that the outcome of the review reflects the identities and interests of the area being reviewed and the need to ensure effective and convenient community governance. Statutory guidance on the process can be found at <https://www.gov.uk/government/publications/community-governance-reviews-guidance>

Comments checked by: James Doble, Assistant Director – Transformation Governance and Monitoring Officer. 01295 221587, james.doble@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Wards Affected

CGR – Fringford and Heyfords; Deddington; Kidlington West; Launton and Otmoor

Parliamentary Boundary Review - all

Links to Corporate Plan and Policy Framework

N/A

Lead Councillor

None

Document Information

Appendix No	Title
Appendix 1	Upper Heyford consultation document
Appendix 2	Possible change in the number of parish councillors consultation document
Appendix 3	Final recommendation regarding Upper Heyford and Heyford Park parishes – Map
Appendix 4	Allocation of land for development at RAF Upper Heyford - Map
Background Papers	
None	
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The Occupier

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31 July 2017

Dear Resident

Possible split of Upper Heyford Parish into two new Parishes – results of first consultation and details of recommendations from Cherwell District Council

In January this year we wrote to every household in Upper Heyford, to tell you about a request from Upper Heyford Parish Council to separate the existing parish into two, and giving you the opportunity to tell us what you thought of the idea.

The results from the first consultation have been considered by District Councillors, and they have come up with some recommendations for the next stage of the process.

What were the results from the consultation?

We asked three main questions during the first consultation:

Do you think it is a good idea for Upper Heyford to be split in two

If you agree that it is a good idea, which of the proposed boundaries do you prefer?

If two parishes were to be created, what do you think they should be called

177 responses to the consultation were received. Of these responses:

139 (78.5%) thought it was a good idea to separate the parish, with 38 (21.5%) thinking it was not a good idea.

86 responses (48.6%) preferred the boundary option shown on Map 2, with 43 responses (24.3%) supporting the boundary on Map 3.

92 responses (52%) suggested the name of Upper Heyford for the 'village' area, and Heyford Park for the former airbase area.

The consultation also asked for any further comments that people wished to make. Some of the comments made included:

Asking about the effect on the bus services if the parish were separated into two

The need for a speed camera

Missing road signs along Camp Road

A new community centre being needed for Heyford Park

The impact of the separation on people from Heyford Park who rent allotments in the village

These are things that are not the responsibility of Cherwell District Council, so we are not able to answer the queries raised.

Recommendations

The working group of District Councillors considered all of the information gathered during the consultation, and came up with a set of recommendations. These recommendations were considered by all Councillors of Cherwell District Council at a meeting on 17 July.

At the meeting, Councillors agreed that the Parish of Upper Heyford should be split into two separate parishes, which would take effect in May 2019.

The parishes would be called Upper Heyford (the village) and Heyford Park, as the areas are already known by these names locally and the council can see no reason to change these names.

Upper Heyford Parish Council would continue to have 6 Parish Councillors. Heyford Park Parish Council would have 7 Parish Councillors.

The boundary of the parishes would be as set out on the map included with this letter.

The Council have chosen this position for the boundary as it seems the most logical. Guidance from the Government for this type of review says that boundaries “need to be, and be likely to remain, easily identifiable”.

The western edge of the airfield still has the security fencing in place, providing a clear reference point for the position of the boundary. The northern edge of the airfield carries a well-established tree line, that is clearly visible from the Somerton Road, providing a further strong visible boundary.

What will this separation do to the amount of Council Tax I will pay?

At the moment, we don't know what will happen.

Parish councils can choose the amount of money they want to charge each household, known as the precept, to fund all the responsibilities it has in the parish, such as maintaining public buildings, and areas of public space, and the cost of funding parish elections. The precept amount for each parish is added to the amounts charged by Oxfordshire County Council (OCC), the Police and Crime Commissioner (PCC) and Cherwell District Council (CDC) to make up the whole Council Tax bill. The amount of Council Tax you will pay to CDC, OCC and the Police and Crime Commissioner will remain unchanged after the separation. However, if the Parish Precept changes, your total Council Tax bill will change to reflect this.

The Council Tax base for the existing parish of Upper Heyford is 738.8. This means that the amount of money the Parish Council want to raise is divided by 738.8, to work out how much each house has to pay.

For the current financial year, the existing Upper Heyford Parish Council is raising £33,541. This equates to a cost of £45.40 from each Band D house for the year, or 87.3 pence per week. Houses in bands A to C will pay less than this, and bands E to H will pay more



As the parish is to be separated in two, the amount of houses each parish has will be lower. The current figures show the council tax base for the village is 147.31 houses, and the park 606.63 houses.

Each parish council will have to decide how much money it wants to raise to fulfil its responsibilities and function. This will be the decision of the parishes themselves, Cherwell District Council has no say over the parish precept part of the Council tax.

The total Council tax charge for a Band D property in the existing Upper Heyford parish for this financial year is £1684.77, or £32.40 a week.

What happens now?

Now that Cherwell District Council has a clear idea of what it wants to do, you have the chance to let us know if you agree.

Included with this letter is a reply slip. Please take a few minutes to fill this in and return it using the envelope supplied. You don't need to use a stamp as Cherwell District Council will pay the postage.

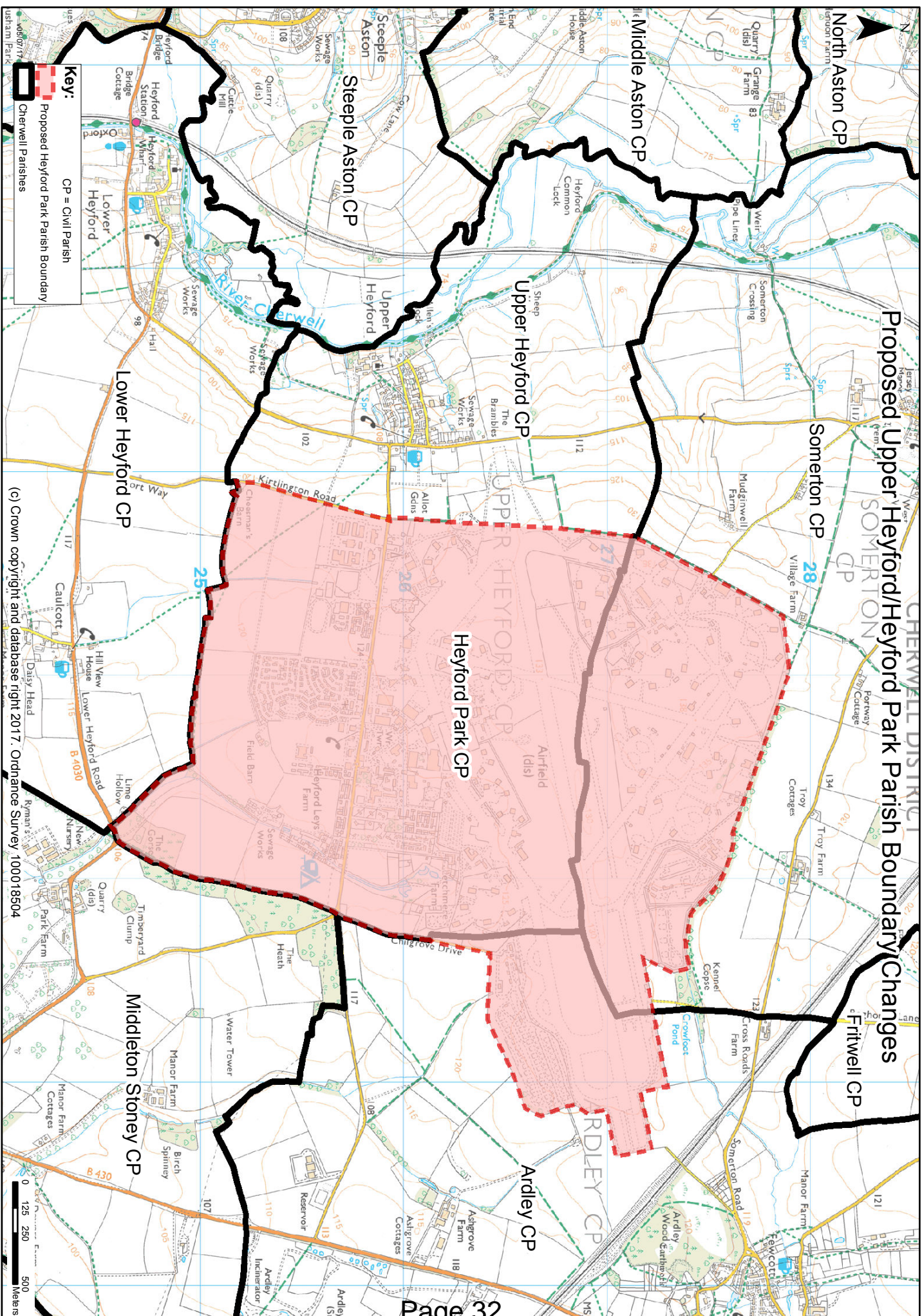
Alternatively, you can send an email to democracy@cherwellandsouthnorthants.gov.uk or visit our webpage www.cherwell.gov.uk/communitygovernance and click on the survey monkey link to reply electronically.

All written or emailed responses should reach us by **Friday 8 September 2017** to be taken into consideration. The online survey will close at 11:59pm on the same date.

Responses received will be considered by the working group of District Councillors, who will make a final set of recommendations that will be considered at the meeting of Full Council on Monday 16 October 2017.



Proposed Upper Heyford/Heyford Park Parish Boundary Changes



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Tell us what you think of these recommendations

Name.....

Address.....

We are only asking for your address details so that we can see how many responses are received from each part of the Parish. If you would prefer, you can simply put 'Village' or 'Park'.

Cherwell District Council has recommended that the existing parish of Upper Heyford be separated into two parishes

Do you agree with this recommendation?

Yes

No

Do you agree with the parishes being named Upper Heyford and Heyford Park respectively?

Yes

No

Do you agree with the number of parish councillors being six for Upper Heyford and seven for Heyford Park?

Yes

No

Do you agree with the position of the proposed boundary, as shown on the map included with the letter?

Yes

No

Do you have any further comments to make? (please continue on the back if necessary)

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31 July 2017

Cherwell District Council Community Governance Review 2017 – Possible change in the number of Parish Councillors in some parishes

Cherwell District Council is carrying out a Community Governance Review. This is the process that allows the Council to make changes to parishes, such as parish boundaries and numbers of parish councillors.

Five parish councils contacted Cherwell District Council, to ask for a review of their number of parish councillors. A working group of district councillors considered the requests, and made recommendations to full Council on 17 July 2017. Councillors agreed all of the recommendations and this is your opportunity to comment.

Fritwell Parish Council

Fritwell Parish Council contacted Cherwell District Council and requested that consideration be given to increasing the number of councillors for the parish from six to seven.

The justification for the request is the increase in electorate during the 1990s, when significant development took place within the parish.

The last parish election for Fritwell was held in 2015, and there were seven candidates for the six seats.

The electorate for Fritwell on 1 December 2016 (annual publication of the new Electoral Register) was 548. Guidance from the National Association of Local Councils (NALC) recommends a parish council of seven where the electorate is up to 900.

On this basis, the recommendation is that number of parish councillors be increased by one so there would be seven parish councillors from the next scheduled election in Fritwell in 2019.

Stratton Audley

Stratton Audley Parish Council contacted Cherwell District Council and requested that consideration be given to increasing the number of councillors for the parish from five to seven.

The justification for the request is the increasing amount of work that the parish undertakes, and a larger council would also provide resilience in the event of holidays or sickness.

The last parish election for Stratton Audley was held in 2014, and there were five candidates for the five seats.

The electorate for Stratton Audley on 1 December 2016 was 349. Guidance from NALC recommends a parish council of seven where the electorate is up to 900.

On this basis, the recommendation is that the number of parish councillors be increased by two, so there would be seven parish councillors from the next scheduled election in Stratton Audley in 2018.

Tadmarton

Tadmarton Parish Council contacted Cherwell District Council and requested that consideration be given to reducing the number of councillors for the parish from seven to six.

No justification has been provided for the request.

The last parish election for Tadmarton was held in 2014, and there were six candidates for the seven seats.

The electorate for Tadmarton on 1 December 2016 was 484. Guidance from NALC recommends a parish council of seven where the electorate is up to 900.

The working group feel that reducing the number of councillors could potentially cause issues with the quorum, in the event of holiday or sickness absence.

On this basis, the recommendation is that the number of parish councillors for Tadmarton remains seven.

Weston-on-the-Green

Weston-on-the-Green Parish Council contacted Cherwell District Council and requested that consideration be given to increasing the number of councillors for the parish from seven to eight or nine.

The justification for the request is that the Neighbourhood Plan is nearing completion, and there would be additional work required to implement it as and when it is approved.

The last parish election for Weston-on-the-Green was held in 2014, and there were six candidates for the seven seats.

The electorate for Weston-on-the-Green on 1 December 2016 was 446. Guidance from NALC recommends a parish council of seven where the electorate is up to 900.

On the basis of the justification from Weston-on-the-Green Parish Council the recommendation is that the number of parish councillors be increased by one, so there would be eight parish councillors from the next scheduled election in Weston-on-the-Green in 2018.

Yarnton

Yarnton Parish Council contacted Cherwell District Council and requested that consideration be given to increasing the number of councillors for the parish from nine to 10.

The justification for the request is the considerable increase in dwellings in Yarnton over the last 30 years, with no subsequent increase to the size of the parish council.

The last parish election for Yarnton was held in 2015, and there were seven candidates for the nine seats.

The electorate for Yarnton on 1 December 2016 was 2491. Guidance from NALC recommends a parish council of 10 where the electorate is between 2,001 and 2,700.

On this basis, the recommendation is that the number of parish councillors be increased by one, so that there would be 10 parish councillors from the next scheduled election in Yarnton in 2019.

What happens next?

People now have the opportunity to tell the Council what they think of these recommendations.

Please complete the reply slip and send it back to us in the envelope provided. You don't need to use a stamp as Cherwell District Council will pay the postage.

Alternatively, you can send an email to democracy@Cherwellandsouthnorthants.gov.uk, or visit our webpage www.cherwell.gov.uk/communitygovernance and click on the survey monkey link to reply electronically.

All written or emailed responses should reach us by **Friday 8 September 2017** to be taken into consideration. The online survey will close at 11:59pm on the same date.

Responses received will be considered by the working group of District Councillors, who will make a final set of recommendations that will be considered at the meeting of Full Council on Monday 16 October 2017.

Tell us what you think of these recommendations

Name.....
.....

Address.....
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.....

You do not have to provide your full address if you do not wish, but please state which village you live in.

Which recommendations are you commenting on?

Fritwell

Stratton Audley

Tadmarton

Weston-on-the-Green

Yarnton

Do you agree with the recommendations?

Yes

No

Please give a reason for your answer

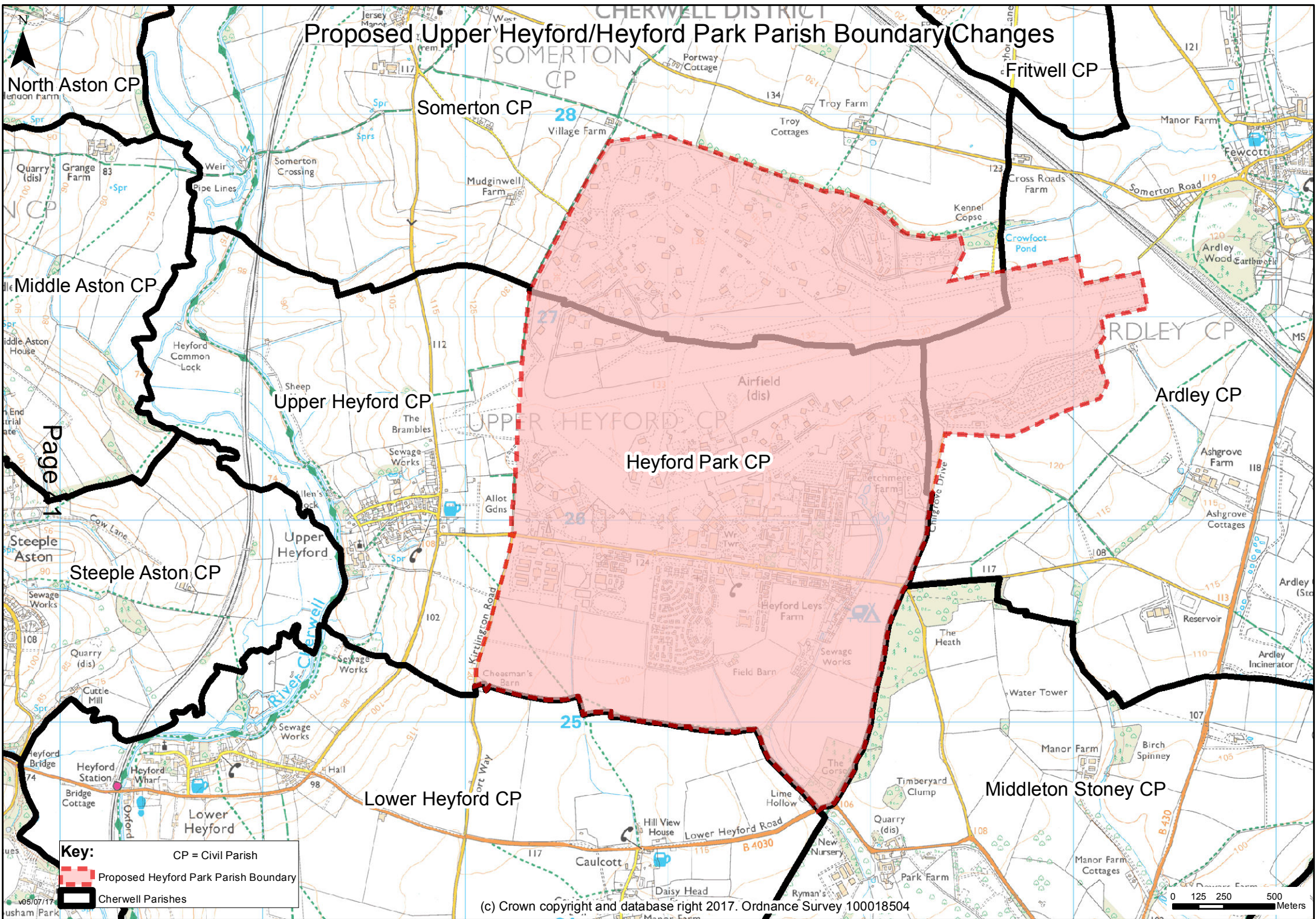
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**Would you like to make any further comments regarding these recommendations?
(please continue over the page if necessary)**

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Proposed Upper Heyford/Heyford Park Parish Boundary Changes

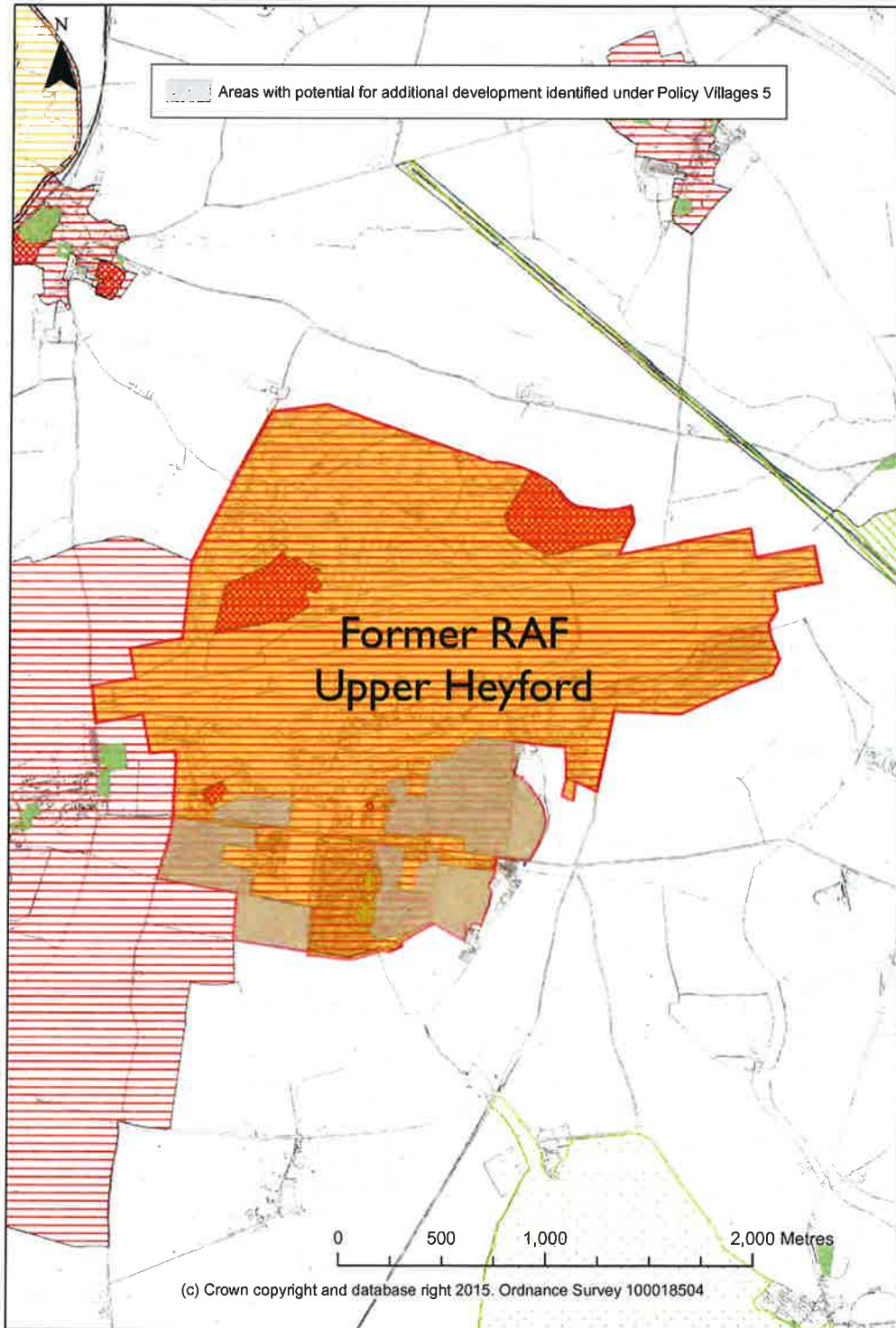


Key:

- CP = Civil Parish
- Proposed Heyford Park Parish Boundary
- Cherwell Parishes

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Policy Villages 5 - Former RAF Upper Heyford



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Cherwell District Council

Council

16 October 2017

<p style="text-align: center;">Standards Arrangements – Appointment of Independent Persons</p>

Report of Monitoring Officer

This report is public

Purpose of report

To appoint statutory independent persons as part of the standards arrangements.

1.0 Recommendations

The meeting is recommended:

- 1.1 To re-appoint Mr Graham Matthews as an independent person pursuant to section 28(7) of the Localism Act 2011 for a term of four years expiring on the date of the annual meeting of Council in 2021.
- 1.2 To agree to appoint a third independent person pursuant to section 28(7) of the Localism Act 2011.
- 1.3 Subject to the agreement of recommendation 1.2, to appoint Mr Stuart Green as an independent person pursuant to section 28(7) of the Localism Act 2011 for a term of four years expiring on the date of the annual meeting of Council in 2021.

2.0 Introduction

- 2.1 The Localism Act 2011 requires the standards arrangements adopted by the Council to include provision for the appointment of at least one independent person.
- 2.2 The terms of office of one of the two independent persons appointed by the Council has expired. It is therefore necessary to re-appoint the existing independent person for a further term, or to appoint a replacement independent person as appropriate.
- 2.3 It is also proposed to appoint a third independent person to assist with the high volume of parish related standards work and ensure continuity in light of any potential conflicts of interest or unavailability of an independent person.

3.0 Report Details

- 3.1 Section 28(7) of the Localism Act 2011 requires the standards arrangements adopted by the Council to include provision for the appointment of at least one independent person. This Council's arrangements currently provide for the appointment of two independent persons.
- 3.2 The Council currently has one standing independent person, Mr Tom Edwards, whose term expires on the date of the annual meeting of Council in 2020.
- 3.3 The views of the independent person must be sought and taken into account by the Council before it makes any decision on any allegation of councillor misconduct that it has decided to investigate. The views of the independent person may also be sought by the Council in any other circumstances provided for in the adopted arrangements, and also by the councillor who is the subject of a complaint. This Council's arrangements provide for the Monitoring Officer to seek the views of the independent persons at other stages of the complaints process e.g. on first receipt in deciding whether there is a potential breach of the code of conduct at all and, if there is, whether it is in the public interest to carry out an investigation/seek an informal resolution/take no further action.
- 3.4 Section 28(8) of the Localism Act 2011 sets out the test of independence in the following terms:-

(a) a person is not independent if the person is—

(i) a member, co-opted member or officer of the authority,

(ii) a member, co-opted member or officer of a parish council of which the authority is the principal authority, or

(iii) a relative, or close friend, of a person within sub-paragraph (i) or (ii);

(b) a person may not be appointed under the provision required by subsection (7) if at any time during the 5 years ending with the appointment the person was—

(i) a member, co-opted member or officer of the authority, or

(ii) a member, co-opted member or officer of a parish council of which the authority is the principal authority;

(c) a person may not be appointed under the provision required by subsection (7) unless—

(i) the vacancy for an independent person has been advertised in such manner as the authority considers is likely to bring it to the attention of the public,

(ii) the person has submitted an application to fill the vacancy to the authority, and

(iii) the person's appointment has been approved by a majority of the members of the authority;

(d) a person appointed under the provision required by subsection (7) does not cease to be independent as a result of being paid any amounts by way of allowances or expenses in connection with performing the duties of the appointment.

- 3.5 In 2013 Mr Graham Matthews was appointed as one of the Council's independent persons with his term expiring in 2017. The Council has publicised the vacancy in accordance with the above requirements and Mr Matthews has applied for re-appointment for a further four year term.
- 3.6 Mr Matthews has proved to be an excellent independent person who has provided full support to the Monitoring Officer when required on the receipt of complaints. Following consultation with the Chairman of the Standards Committee it is recommended that he be re-appointed for a further term expiring with the date of the annual meeting of Council in 2021.
- 3.7 Whilst the Council's arrangements currently provide for the appointment of two independent persons, it is proposed that a third independent person be appointed. The volume of parish complaints is relatively high and the work of the existing independent persons has supported the Monitoring Officer in reaching satisfactory resolutions to the complaints.
- 3.8 By appointing a third independent person, the risk of a conflict of interest arising is significantly mitigated. Additionally, it is highly unlikely that all three independent persons would be unavailable at the same time so the Monitoring Officer would always be able to consult with at least one independent person.
- 3.9 Following the advertisement of the vacancy as detailed in paragraph 3.4, seven applications were received. The applications have been reviewed by the Chairman of the Standards Committee, the Monitoring Officer and the Interim Democratic and Elections Manager. It is recommended that Mr Stuart Green be appointed as an independent person for a four year term expiring with the date of the annual meeting of Council in 2021.
- 3.10 Mr Green is an Independent Member (Standards) at Derby City Council, an Independent Member (Audit) at Newcastle City Council and an External Governor (Audit and Risk) at Middlesbrough College. Given his extensive experience, it is anticipated that his professional experience will provide the basis for successful service to the council and the wider district. It should be noted that the work of the independent persons takes place via email and telephone.

4.0 Conclusion and Reasons for Recommendations

- 4.1 In accordance with statutory requirements it is recommended that Mr Graham Matthews be re-appointed as one of the Council's statutory independent persons for a further period of four years and Mr Stuart Green be appointed as a third independent person for a period of four years.

5.0 Consultation

- 5.1 The Chairman of the Standards Committee was consulted by the Monitoring Officer and is supportive of the recommendations.

6.0 Alternative Options and Reasons for Rejection

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: To appoint one rather than two further independent persons. This is rejected as the appointment of two further independent persons will mitigate the risk on conflicts of interest and provide ongoing support to the Monitoring Officer in considering complaints.

Option 2: To appoint alternative applicants. This is rejected because, Mr Matthews is a proven, high quality, independent person and it would be in the Council's interests to maintain continuity in the role and Mr Green is an experienced independent person serving other local authorities.

7.0 Implications

Financial and Resource Implications

- 7.1 Each independent person receives an annual allowance of £720 and receives travel/mileage allowance. This is provided for in the Members' Allowances budget. The allowance payable to an additional independent person can be met from existing budgets.

Comments checked by:

Paul Sutton, Chief Finance Officer, 0300 0030106,
paul.sutton@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 These are set out in the body of the report. It is necessary for full council to approve the appointment of an independent person.

Comments checked by:

Nigel Bell, Interim Legal Services Manager, 01295 221691,
nigel.bell@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Wards Affected

All

Links to Corporate Plan and Policy Framework

Not applicable – this report is made pursuant to a statutory requirement.

Lead Councillor

None

Document Information

Appendix No	Title
N/A	N/A
Background Papers	
N/A	
Report Author	Natasha Clark , Interim Democratic and Elections Manager
Contact Information	01295 221589, natasha.clark@cherwellandsouthnorthants.gov.uk

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Cherwell District Council

Council

16 October 2017

<p>Loan for a Replacement Kidlington Girl Guides Building</p>
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Report of Director of Operational Delivery

This report is public

Purpose of report

To consider the creation of a capital budget for a loan to Kidlington Girl Guides to enable them to replace their current old and poor quality building.

1.0 Recommendations

Council is recommended:

- 1.1 To approve the creation of a capital budget of up to £100,000 to Kidlington Girl Guides for a replacement Guide building with delegated authority given to the Chief Finance Officer to approve the final cost and loan agreement.

2.0 Introduction

- 2.1 At the end of May 2017, representatives of the Girl Guides from Kidlington (KGG) made a request for financial help to complete the funding they need for a project to replace their current building. KGG have been fundraising, and will continue to do so, but to meet the needs of the growing guiding movement in Kidlington they have an immediate shortfall of at least £80,000 to complete a new hall.

3.0 Report Details

- 3.1 The KGG own their building and land and have operated successfully for a number of years. However, the building is dilapidated and has really come to the end of its life; repairs have been made but these are now becoming economically unviable and so the wish is to redevelop the site with a new, fit for purpose, facility.
- 3.2 They have looked a several options about the siting of the Guide Hall and whether there could be a better use for the current site that would provide them with enough money to buy a new piece of land and building within the village. However, the restrictions on the current site surrounded by residential properties and accessed along a footpath with no vehicular access or car parking do not make it viable to redevelop for housing and so it has been decided to demolish the existing building and rebuild on the same site.

3.3 The volunteers that run the guides have done a considerable amount of work to agree designs, get a planning application prepared and find a local builder who will build what they want at reasonable cost.

3.4 In considering this matter, the Executive at its meeting on 2 October considered a range of criteria relevant to a loan and the advice of the Interim Head of Finance in relation to the due diligence of the project. In doing so, the Executive felt that all the relevant criteria had been met and agreed to a loan of up to £100,000.

4.0 Conclusion and Reasons for Recommendations

4.1 Having had the provision of a loan of up to £100,000 to Kidlington Girl Guides agreed by the Executive, it now remains for the Council to consider establishing a capital fund for this purpose.

5.0 Consultation

None

6.0 Alternative Options and Reasons for Rejection

6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: To offer a grant to KGG instead of the requested loan. This is not proposed as the Council does not have a grant scheme for this initiative.

Option 2: To offer only the £80k loan requested. This is not proposed as officers feel that the project does not have sufficient construction contingency.

7.0 Implications

Financial and Resource Implications

7.1 The project has been reviewed and is found to be suitable when considering the criteria in 3.4 above for a loan. The £100,000 loan would be over a maximum 30 years (assuming that the Girl Guides can afford a payment of £5,000pa) at 2.83% (the current PWLB rate). Options for earlier repayment will also be available to them.

Comments checked by Sanjay Sharma, Interim Head of Finance, 01295 221564, Sanjay.Sharma@cherwellandsouthnorthants.gov.uk

Legal Implications

7.2 The proposed loan will be subject to a loan agreement with KGG on which the Council's legal officers will advise should approval be given to this proposal.

The value of the proposed loan is such that the Council can provide the loan on terms which are not commercial in the event that the loan were to be considered to be State Aid it would be comfortably under the *de minimis* threshold, subject to confirmation by Kidlington Girl Guides that it has not received any further *de minimis* state aid from other public authorities.

The nature of the loan is such that, were it to be considered to be State Aid, the Council could be confident that it would be exempt from the State Aid rules under the General Block Exemption Regulations as being a purely local provision of aid as the facility would only be made available to the group within the village of Kidlington.

Comments checked by: Chris Mace, Solicitor, 01327 322125,
christopher.mace@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Wards Affected

All Kidlington and Gosford & Water Eaton wards

Links to Corporate Plan and Policy Framework

Work to provide and support health and wellbeing across the District, Provide high quality and accessible leisure opportunities and Provide support to the voluntary and community sector

Lead Councillor

Councillor Tony Ilott, Lead Member for Financial Management

Document Information

Appendix No	Title
None	
Background Papers	
None	
Report Author	Ian Davies
Contact Information	Tel. 03000 030101 ian.davies@cherwellandshouthnorthants.gov.uk

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Cherwell District Council

Council

16 October 2017

<p style="text-align: center;">Notification of Urgent Action Stratfield Brake Sports Ground, Kidlington</p>

Report of the Director of Operational Delivery

This report is public

Purpose of report

To inform Members of the decision taken under urgent powers in consultation with relevant Members to approve the award of an operating contract for Stratfield Brake Sports Ground and transitional financial support to Kidlington (KPC) and Gosford & Water Eaton Parish Councils (G&WEPC) and a number of urgency actions to progress in a timely manner.

1.0 Recommendations

- 1.1 Council is recommended to note the urgent action taken to approve the award of an operating contract and associated actions.

2.0 Introduction

- 2.1 Urgency powers have been used to award an operating contract for Stratfield Brake Sports Ground. This followed consideration by the Council's Executive on 19 June 2017 when the following was resolved:

- To award the contract award to tenderer 1 for the operation of Stratfield Brake Sports Ground on behalf of Kidlington Parish and Gosford and Water Eaton Parish Councils;
- To let the contract subject to the completion of a funding agreement with the local parishes for the costs arising;
- To support in principle Kidlington Parish and Gosford and Water Eaton Parish Councils with transitional funding of up to £100,000 for 2017/18 only;
- To support the use of urgent action in consultation with the Council Vice-Chairman in lieu of a recommendation to Council to approve the allocation of the extra budget needed for transitional support; and
- To report the matter to the July Full Council meeting for information.

3.0 Report Details

- 3.1 Stratfield Brake Sports Ground was a National Lottery funded project which this Council instigated in the mid-1990s. It has proven popular with local sports clubs and has delivered significant sporting benefit. However, despite an acceptable operation in its early years, the combined KPC/G&WEPC and sports clubs operation has had its limitations and needs to change.
- 3.2 The Executive consideration of this matter in June 2017 concluded that the most logical change is to a professionally run contracted operation which provides the opportunity to deliver wider community use. Whilst this will put operational finances on a firmer footing, it will increase the budgeted costs of the operation and result in a change of free use by clubs to them becoming hirers of the facility.
- 3.3 The alternative five year contract has scope for termination or extension after this period and will provide an operational basis whereby all users, including the two primary clubs, will have to pay for the hire of the facilities whereas they have paid little or nothing upto now. The contract also incentivises the operator to promote wider community use of the facility on a professional footing, thereby creating the potential for greater community benefit, the extent to which does not exist at present. This is particularly relevant as there is concern amongst the local parishes that it is a relatively high cost for limited community benefit.
- 3.4 The contract was not let before the July Council meeting and hence the requirement for this report to the following Council meeting.

4.0 Conclusion and Reasons for Recommendations

- 4.1 The report outlines to Council action already taken to let a new operating contract for Stratfield Brake Sports Ground on behalf of KPC and G&WEPC as required by the Executive when taking this decision.

5.0 Consultation

None

6.0 Alternative Options and Reasons for Rejection

- 6.1 As this report fulfills the requirements of an Executive decision, no alternative options have been considered.

7.0 Implications

Financial and Resource Implications

- 7.1 None

Comments checked by Paul Sutton, Chief Finance Officer, Tel. 0300 0030106 paul.sutton@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 The draft funding agreement in circulation for approval by the parties records the financial commitments the parish councils had agreed to make ahead of the Council letting the leisure contract with Parkwood Leisure Limited, and is expected to be completed shortly.

Comments checked by Richard Hawtin, Team Leader, Non-Contentious
Tel: 01295 221695, Email: Richard.hawtin@cherwellandsouthnorthants.gov.uk

Risk Implications

- 7.3 None.

Comments checked by Louise Tustian, Team Leader Strategic Intelligence & Insight Team; 01295 22 1786; louise.tustian@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Wards Affected

All Kidlington and surrounding wards

Links to Corporate Plan and Policy Framework

Cherwell: A Thriving Community – provide high quality and accessible leisure opportunities.

Lead Councillor

Councillor George Reynolds, Deputy Leader

Document Information

Appendix No	Title
None	
Background Papers	
None	
Report Author	Ian Davies, Interim Chief Executive / Head of Paid Service
Contact Information	ian.davies@cherwellandsouthhants.gov.uk Tel. 0300 003 0101

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