

Meeting of Council

Monday 16 July 2018

Members of Cherwell District Council,

A meeting of Council will be held at Bodicote House, Bodicote, Banbury, OX15 4AA on Monday 16 July 2018 at 6.30 pm, and you are hereby summoned to attend.



Yvonne Rees
Chief Executive

Friday 6 July 2018

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 - 18)

To confirm as a correct record the Minutes of Council held on 15 May 2018.

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 at which the minutes were submitted held on 26 February 2018, one key decision has been taken by the Executive which was not included in the 28 day notice. This related to Joint Working Arrangements between Cherwell District Council and Oxfordshire County Council.

- 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

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

Motion One: Guaranteed Interview Scheme for Veterans

"This Council instructs Officers to investigate and prepare a report for the Executive (and JCC if appropriate) that would consider the introduction of a guaranteed interview scheme for veterans together with a review of the current advertising arrangements for external vacancies to promote better access for veterans.

This Council notes that where this has been introduced by other Councils such as Durham and Cumbria, veterans are defined as those who are about to leave the regular Armed Forces or who have done so in the last three years.

Those leaving the Armed Forces face many challenges and sometimes discrimination in the job market. This policy will demonstrate our commitment to the Armed Forces Covenant that we as a council we're proud to be amongst the first to sign up to.

We acknowledge that veterans have many of the skills, experience and qualities that councils could use and utilise and as such, suitable employment within our council could aid the applicants, our organisation and the residents we serve."

Proposer: Councillor Kieron Mallon
Seconder: Councillor Barry Wood

Motion Two: Modern Slavery

"Cherwell District Council believes that Modern Slavery is a scourge on our society and will do what it can to end it.

This council calls on the government to increase the amount of support provided to survivors from 45 days to 12 months.

And this authority undertakes to take the following steps:

- Train its corporate procurement team to understand modern slavery through the Chartered Institute of Procurement and Supply's (CIPS) online course on Ethical Procurement and Supply.
- Require its contractors to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.
- Challenge any abnormally low-cost tenders to ensure they do not rely upon the potential contractor practising modern slavery.
- Highlight to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one.
- Publicise its whistle-blowing system for staff to blow the whistle on any suspected examples of modern slavery.
- Require its tendered contractors to adopt a whistle-blowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.
- Review its contractual spending regularly to identify any potential issues with modern slavery.

- Highlight for its suppliers any risks identified concerning modern slavery and refer them to the relevant agencies to be addressed.
- Refer for investigation via the National Crime Agency's national referral mechanism any of its contractors identified as a cause for concern regarding modern slavery.
- Report publicly on the implementation of this policy annually."

Proposer: Councillor Sean Woodcock

Council Business Reports

10 Result of Bicester West Election (Pages 19 - 24)

Report of Chief Executive

Purpose of report

To advise Council of the result of the election for the Bicester West ward held on 21 June 2018, to note the constitution of the council, political balance calculations and allocation of seats on committees that are subject to the political balance requirements following the election.

Recommendations

The meeting is recommended:

- 1.1 To note the results of the election for the Bicester West ward held on 21 June 2018.
- 1.2 To note the constitution of the Council, the political balance calculations and the allocation of seats on committees that are subject to the political balance requirements following the election.
- 1.3 To note the appointments and amendments to Committees by the Independent Group in light of the revised allocation of seats on committees that are subject to the political balance requirements.

11 Joint Working Arrangements: Cherwell District and Oxfordshire County Councils & Cherwell District and South Northamptonshire Councils

** Please note that this report will follow as it is subject to the decision of Oxfordshire County Council at their Council meeting on 10 July 2018 **

Report of Director: Customers and Service Development

12 'Making' of the Adderbury Neighbourhood Plan (Pages 25 - 84)

Report of Executive Director: Place and Growth

Purpose of report

To seek the 'making' of the Adderbury Neighbourhood Plan following the successful referendum held in Adderbury Parish on 21 June 2018 and the recommendation of the Executive at its meeting on 2 July 2018.

Recommendations

The meeting is recommended:

- 1.1 To note the referendum result of 21 June 2018 where 91.6% of those who voted were in favour of the Adderbury Neighbourhood Plan which is above the required 50%.
- 1.2 To formally 'make' the Adderbury Neighbourhood Plan presented at Appendix 1 to this report so that it continues to have effect as part of the statutory Development Plan for the District.
- 1.3 To approve the issuing and publication of a decision statement.

13 Cherwell Residential Design Guide Supplementary Planning Document Masterplanning and Architectural Guidance (Pages 85 - 244)

** Please note that due to the size of the documents, appendix 1 is attached to the agenda pack. Appendices 2, 3 and 4 are available as a supplement to the main agenda and can be viewed online. A hard copy is available in the Members' Room
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Report of Executive Director: Place and Growth

Purpose of report

To seek adoption of the Cherwell Residential Design Guide, Supplementary Planning Document, Masterplanning and architectural guidance for development following the recommendation of the Executive at its meeting on 2 July 2018.

Recommendations

The meeting is recommended:

- 1.1 To formally adopt the final Cherwell Residential Design Guide Supplementary Planning Document (Design Guide) (Appendix 1).
- 1.2 To authorise the Executive Director for Place and Growth to publish an Adoption Statement.

14 Amendment to the Constitution and Officer Scheme of Delegation - Cherwell Community Lottery (Pages 245 - 256)

Report of Executive Director: Wellbeing

Purpose of report

To recommend a change to the Council's scheme of delegation, giving the Assistant Director – Communities, specific responsibility for running the Council's Community Lottery.

Recommendations

The meeting is recommended:

- 1.1 To delegate responsibility for running the Cherwell Community Lottery to the Assistant Director – Communities
- 1.2 To delegate authority to the Assistant Director – Law & Governance to amend the Constitution and the Scheme of Delegation to reflect 1.1 above.

15 Graven Hill Community Governance Review - Results of First Consultation and Recommendations for Second Consultation (Pages 257 - 270)

Report of Chief Executive

Purpose of report

To provide an update on the Community Governance Review (CGR), including the results of the first consultation period held earlier this year.

To consider the draft recommendations of the CGR Working Group that will form the basis of the second consultation phase which will start on 30 July 2018.

Recommendations

The meeting is recommended to:

- 1.1 Approve consultation on the proposed boundary between Bicester Town Council and Ambrosden being moved to incorporate Graven Hill into Bicester as shown in Appendix 1
- 1.2 Approve consultation on the boundary between Ambrosden and Chesterton being moved to include the orphan area into Chesterton as shown in Appendix 1
- 1.3 Approve consultation on the proposed allocation of councillors for Bicester Town Council (BTC), that is BTC - Bicester South Ward be increased by one councillor and BTC -Bicester East Ward be decreased by one councillor, therefore retaining the same number of councillors.

16 Overview and Scrutiny Annual Report 2017/18 (Pages 271 - 284)

Report of Assistant Director – Law and Governance

Purpose of report

This report presents the Overview and Scrutiny Annual Report for 2017/18.

Recommendations

The meeting is recommended:

- 1.1 To note the contents of the Overview and Scrutiny Annual Report 2017/18.

17 Silverstone Heritage Centre Loan Facility (Pages 285 - 294)

Report of Interim Executive Director: Finance and Governance

Purpose of report

To consider whether or not to provide a £1m loan facility to Silverstone Heritage Limited as part match-funding to their Lottery grant application for the delivery of the Silverstone Heritage Experience. Other Local Authorities (including South Northamptonshire Council) and LEP partners have already signed an agreement to loan up to £8m of funding to the experience. Works have already commenced on site, with a planned launch in Spring 2019.

The loan facility is a partial match fund for a project to develop a visitor experience at Silverstone that focusses on the history and heritage of Silverstone and to understand the context and importance of the internationally renowned racing circuit. The experience will be a dynamic exhibition taking visitors through both the history of Silverstone as well as the current world of motor sport and the future. The work to build the facility has already commenced following a rigorous tender process by the Silverstone Heritage Experience for new building works and refurbishment of a hangar at the Silverstone. This means that costs have now been fixed and there is more certainty about project delivery, with regular updates on project progress received by senior officers at the Council.

Executive, at its meeting held on 2 July 2018 recommended that Council should consider the application for a loan facility of up to £1 million, to the Silverstone Heritage Experience. This is to partially match fund the £9.1m of grant funding secured from Heritage Lottery Fund (HLF) and in addition to £8m of loans granted by Local Council partners and Local Enterprise Partnership.

Recommendations

The meeting is recommended to:

- 1.1 Approve the inclusion of up to £1 million within the capital programme as a provision to make a loan facility available to Silverstone Heritage Limited (SHL).

- 1.2 Give approval to borrow in order to fund the loan, should that be necessary for cashflow purposes.

18 Exclusion of the Press and Public

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

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

5 – Information in respect to which a claim to legal professional privilege could be maintained in legal proceedings

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, Paragraphs 3 and 5 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.”

19 Silverstone Heritage Centre Loan Facility - Exempt Appendices (Pages 295 - 308)

20 Questions on Exempt Minutes

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

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