

## **Cherwell District Council**

### **Executive**

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 4 February 2019 at 6.30 pm

Present: Councillor Barry Wood (Chairman), Leader of the Council  
Councillor G A Reynolds (Vice-Chairman), Deputy Leader and Lead Member for Leisure and Sport

Councillor Colin Clarke, Lead Member for Planning  
Councillor Ian Corkin, Lead Member for Customers and Transformation  
Councillor John Donaldson, Lead Member for Housing  
Councillor Tony Ilott, Lead Member for Financial Management and Governance  
Councillor Andrew McHugh, Lead Member for Health and Wellbeing  
Councillor Richard Mould, Lead Member for Performance  
Councillor D M Pickford, Lead Member for Clean and Green  
Councillor Lynn Pratt, Lead Member for Economy, Regeneration and Property

Also Present: Councillor Sean Woodcock, Leader of the Labour Group

Officers: Yvonne Rees, Chief Executive  
Adele Taylor, Executive Director: Finance and Governance (Interim) & Section 151 Officer  
Claire Taylor, Director: Customers and Service Development  
Hedd Vaughan Evans, Assistant Director Performance and Transformation  
Paul Feehily, Executive Director: Place and Growth (Interim)  
Robert Jolley, Assistant Director: Planning & Economy  
Alan Munn, Principal Planning Policy Officer  
Kelly Watson, Deputy Section 151 Officer  
Nick Graham, Director of Law and Governance / Monitoring Officer  
Aaron Hetherington, Democratic and Elections Officer

#### **89 Declarations of Interest**

Members declared interests in the following agenda items:

#### **90 Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

91 **Minutes**

The minutes of the meeting held on 7 January 2019 were agreed as a correct record and signed by the Chairman.

92 **Chairman's Announcements**

There were no Chairman's announcements.

93 **Oxfordshire Joint Statutory Spatial Plan, Local Development Scheme, Statement of Community Involvement Regulation 18 Issues Consultation Document**

The Executive Director for Place and Growth (Interim) submitted a report which sought approvals to progress the production of the Oxfordshire Plan 2050 through adopting the Statement of Community Involvement, approving an amendment to the Local Development Scheme and approving the Regulation 18 (Part 1) document for consultation.

**Resolved**

- (1) That the Statement of Community Involvement ("SCI") as amended following the close of consultation (annex to the Minutes as set out in the Minute Book) be adopted.
- (2) That the amendment to the Local Development Scheme ("LDS") – revised key milestones for production of the Oxfordshire Plan – be approved.
- (3) That the Regulation 18 (Part 1) Issues Consultation Document for public consultation (annex to the Minutes as set out in the Minute Book) be approved.
- (4) That the Executive Director for Place and Growth (Interim), in agreement with the partner councils equivalent, be authorised to make any necessary minor and presentational changes to the draft Regulation 18 Consultation Document before formal consultation commences.

**Reasons**

The Council and its partners are producing a JSSP for Oxfordshire. Once adopted the JSSP will form part of the Council's Development Plan against which formal planning decisions will be made and other local planning documents prepared. The Council has a statutory duty to prepare and maintain an LDS under S15 of the PCPA 2004. The preparation of the plan will require community and stakeholder involvement and the production of a SCI is a legal requirement under S18 of the PCPA 2004 to ensure compliance with statutory requirements and Government policy for plan making and consultation on planning matters.

These documents will not replace the Councils existing LDSs and SCIs, they will remain relevant to all other planning matters.

### **Alternative options**

Option 1: To not adopt the SCI or the LDS nor agree to consultation on the Regulation 18 consultation paper.

The Council has a legal duty to produce an LDS and an SCI under sections 15 and 18 respectively of the Planning and Compulsory Purchase Act 2004 (as amended) and to carry out early engagement in the content of the Plan under Regulation 18 of The Town and County Planning (Local Planning) (England) Regulations (2012).

Option 2: To reconsider the content of the SCI, LDS and Regulation 18 Consultation Paper.

The SCI has been produced having regard to statutory and policy requirements for plan-making. It is considered by officers to be an appropriate document.

The LDS has been produced having regarded to the statutory responsibilities for plan making, the requirements of the Oxfordshire Housing and Growth Deal and the resources available to the JSSP Project Team. It is considered by officers to be appropriate for the present and foreseeable circumstances.

The Council has a legal duty to produce an LDS and an SCI under sections 15 and 18 respectively of the Planning and Compulsory Purchase Act 2004 (as amended) and to carry out early engagement in the content of the Plan under Regulation 18 of The Town and County Planning (Local Planning) (England) Regulations (2012).

## 94 **Business Plan 2019/20 and Medium Term Financial Strategy 2019/20 - 2023/24**

The Executive Director Finance and Governance (interim) submitted a report which detailed the Business Plan 2019/20 and the Council's Medium Term Financial Strategy (MTFS) for 2019/20 to 2023/24 prior to final approval by full Council in February 2019.

The Business Plan and Summary Medium Term Financial Strategy were presented as an integrated report which demonstrated the Councils strategic approach to aligning its resource to the delivery of Council's priorities.

### **Resolved**

- (1) That, having given due consideration, Full Council be recommended to approve the Business Plan (annex to the Minutes as set out in the Minute Book).
- (2) That the Risk Register (annex to the Minutes as set out in the Minute Book) be noted.

- (3) That, having given due consideration, Full Council be recommended to agree an increase in the level of Council Tax for Cherwell District Council of £5 for 2019/20.
- (4) That, having given due consideration, Full Council be recommended to approved the Medium Term Financial Strategy (MTFS), Revenue Budget 2019/20 and Capital Programme including recommending the growth and savings proposals (annex to the Minutes as set out in the Minute Book).
- (5) That, having given due consideration, Full Council be recommended to approve a minimum level of General Fund reserves of £2m.
- (6) That, having given due consideration, Full Council be recommended to delegate authority to the Chief Finance Officer, in consultation with the Lead Member for Financial Management & Governance, and where appropriate the relevant Director and Lead Member to:
  - Transfer monies to/from earmarked reserves should that become necessary during the financial year.
  - Update prudential indicators in both the Prudential Indicators Report and Treasury Management Strategy Report to Council, for any budget changes that impact on these.
- (7) That, having given due consideration, Full Council be recommended to approve the Fees & Charges (annex to the Minutes as set out in the Minute Book).
- (8) That, having given due consideration, Full Council be recommended to approve the Treasury Management Strategy be approved, including the Prudential Indicators, Minimum Revenue Provision (MRP) Policy and Affordable Borrowing Limit for 2019/20.
- (9) That, having given due consideration, Full Council be recommended to delegate authority to the Chief Finance Officer to make any technical changes necessary to the papers for the Council meeting of 25 February 2019, including changes related to the finalisation of the national Finance Settlement and any associated changes to Parish Precepts and Council resulting from those changes.
- (10) That the contents of the Section 25 report from the Chief Finance Officer in relation to the robustness of estimates and adequacy of reserves be noted.

## **Reasons**

This report, alongside the appendices, sets out the Business Plan and MTFS for Council to consider alongside the setting of the 2019/20 Council Tax. It is a legal requirement to set a balanced budget and the recommendations as outlined set out a way to achieve this.

### **Alternative options**

Option 1: To reject the current proposals and make alternative recommendations. Members will not be aware of the medium term financial forecast or implications of alternatives if they choose to take this option.

95 **Monthly Performance, Finance and Risk Monitoring Report - December 2018**

The Executive Director: Finance and Governance (Interim) and Assistant Director: Performance and Transformation submitted a report which summarised the Council's Performance, Risk and Finance monitoring position as at the end of each month.

### **Resolved**

- (1) That the monthly Performance, Risk and Finance Monitoring Report be noted.

### **Reasons**

The Council is committed to performance, risk and budget management and reviews progress against its corporate priorities on a monthly basis.

This report provides an update on progress made so far in 2018-19 to deliver the Council's priorities through reporting on Performance, the Leadership Risk Register and providing an update on the financial position.

### **Alternative options**

Option 1: This report illustrates the Council's performance against the 2018-19 business plan. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.

96 **Urgent Business**

There were no items of urgent business.

The meeting ended at 6.50 pm

Chairman:

Date: