

Cherwell District Council

Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 6 January 2014 at 6.30 pm

Present: Councillor Barry Wood (Chairman), Leader of the Council
Councillor G A Reynolds (Vice-Chairman), Deputy Leader of the Council

Councillor Ken Atack, Lead Member for Financial Management
Councillor Norman Bolster, Lead Member for Estates and the Economy
Councillor John Donaldson, Lead Member for Banbury Brighter Futures
Councillor Michael Gibbard, Lead Member for Planning
Councillor Tony Ilott, Lead Member for Public Protection
Councillor Nigel Morris, Lead Member for Clean and Green
Councillor D M Pickford, Lead Member for Housing
Councillor Nicholas Turner, Lead Member for Performance and Customer

Also Present: Councillor Gordon Ross, representing the Leader of the Labour Group
Councillor Tim Emptage, Leader of the Liberal Democrat Group

Apologies for absence: Councillor Sean Woodcock, Leader of the Labour Group

Officers: Ian Davies, Director of Community and Environment
Karen Curtin, Director (Bicester)
Adrian Colwell, Head of Strategic Planning and the Economy
Kevin Lane, Head of Law and Governance / Monitoring Officer
Tim Madden, Interim Head of Finance and Procurement
Ed Potter, Head of Environmental Services
Natasha Clark, Team Leader, Democratic and Elections

72 **Declarations of Interest**

There were no declarations of interest.

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

There were no petitions or requests to address the meeting.

74 **Urgent Business**

There were no items of urgent business.

75 **Minutes**

The minutes of the meeting held on 2 December 2013 were agreed as a correct record and signed by the Chairman, subject to the following amendment:

Record apologies for Councillor Nicholas Turner

76 **Chairman's Announcements**

The Chairman had no announcements.

77 **Local Plan Annual Monitoring Report**

The Head of Strategic Planning and the Economy submitted a report which sought approval of the Local Plan's Annual Monitoring Report (AMR) including a review of the District's Five Year Housing Land Supply Position.

In introducing the report, the Lead Member for Planning explained that the AMR had been prepared for the period 1 April 2012 to 31 March 2013 and presented information on development that took place or was permitted over that period and provided a comprehensive review of housing land supply. The AMR also reports on progress in preparing the Local Plan and associated policy documents.

The Lead Member for Planning reported that a comprehensive review of housing land supply had been undertaken for the AMR which took account of the Inspector's conclusions, housing completions and permissions as at 31 March 2013, appeal decisions, the up-to-date position on all anticipated housing sites in consultation with developers and agents, and current market conditions.

The application of the 'Sedgefield' approach had produced a housing land supply of 4.7 years (including the additional 20% as required by the National Planning Policy Framework). This meant that the district was in a 'shortfall' position of 357 dwellings in the current 5 year land supply period, but falling to 94 homes (and a supply of 4.9 years) for the period 2014-19 which would commence from 1 April 2014.

In response to Members' questions and request for an update on the timetable for the Banbury Masterplan and Kidlington Framework Masterplan, the Head of Strategic Planning and the Economy confirmed that both draft Masterplans were scheduled to be submitted to the February Executive meeting to seek approval to release for public consultation.

Resolved

- (1) That the Annual Monitoring Report be approved and the Head of Strategic Planning and the Economy be authorised to make any necessary minor amendments in consultation with the Lead Member for Planning.
- (2) That the district's housing delivery position be noted and the review of the District's Five Year Housing Land Supply be endorsed.
- (3) That the need for the Head of Strategic Planning and the Economy to consider potential implications for current planning applications in consultation with the Head of Development Management and to advise the Planning Committee as required be noted.

Reasons

An Annual Monitoring Report is presented to Members for formal approval to ensure there is up to date monitoring information available to inform policy making, consideration of planning applications and Council decision-making.

A comprehensive review of housing land supply taking into account the conclusions of a recent appeal decision (Deddington) shows that the district presently has a 4.7 year housing land supply and a shortfall of some 357 dwellings. This up-to-date position will need to be reported in relevant planning application cases.

Alternative Options

Option One: To approve the Annual Monitoring Report as recommended

Option Two: To seek partial reconsideration of the Annual Monitoring Report.

Option Three: Not to approve the Annual Monitoring Report

Option One is recommended. Options Two and Three would create delay and/or uncertainty with potential adverse consequences for decision making.

Council Tax Base for 2014/15

The Interim Head of Finance and Procurement submitted a report which sought consideration of the calculation of the Council Tax base for 2014/15.

Resolved

- (1) That the report of the Head of Finance and Procurement, made pursuant to the Local Authorities [Calculation of Tax Base] [England] regulations and the calculations referred to therein for the purposes of the Regulations (annex to the Minutes as set out in the Minute Book) be approved.

- (2) That it be resolved that, in accordance with the Regulations, as amended, the amount calculated by Cherwell District Council as its council tax base for the year 2014/15 shall be 47,609.
- (3) That it be resolved that the tax base for parts of the area be in accordance with the figures shown in column 13 of appendix 2 to the report (annex to the Minutes as set out in the Minute Book).
- (4) That it be resolved to continue with any discretionary and locally set discount awards which the Executive previously has resolved to give.

Reasons

The collection rate used is a best estimate of the percentage of the total amount due for 2014/15. It is based on previous year's collection rates. Over the most recent years, the amount collected has been steady at between 98.25% and 98.5% and there is no suggestion that this will change for 2013/14.

The change from council tax benefit to a local reduction scheme has had little impact on ability to pay and as the scheme remains the same for 2014/15 there should be no effect on the collection levels. New homes and businesses are being created across the district which should aid the economic situation generally.

It is therefore recommended to maintain the 98% collection rate used in previous years.

The estimate of adjustments applied to take account of new properties likely to become available during the year could be varied. However, the estimate is based on conversations with developers and known planning approvals and is factored downwards to allow for delays and other unforeseen problems.

The appendices to the report show the most up to date position of the Council Tax base and the adjustments have been made to take account of changes during 2014/15.

Alternative Options

Option 1: To reject the tax base calculation. The figures in this report could be rejected and a new calculation made. However, this would result in further delays for all preceptors in calculating their own precept to be levied on the Council. The figures used are taken from the Northgate i-World council tax system and are all accurate as at 1 December 2013. All other adjustments and estimates have been calculated using previous years methods.

South West Bicester Sports Village Progress Update

The Head of Community Services submitted a report which provided a progress report on the Bicester Sports Village project.

Resolved

- (1) That the progress on the construction of Phase 1 (grass pitches, cycle track and landscaping) and the appointment of a contractor to progress the design and planning application for Phase 2 (pavilion and car park) and Phase 3 (Athletics track, synthetic grass pitch, tennis courts, etc...) be noted.

Reasons

This is a Project Board update report to advise Executive of progress.

Alternative Options

The Project has been approved and is progressing in accordance with these approvals. There are no other Options being considered.

80 **City Deals**

The Chairman report that information relating to city deals was still awaited and the item was therefore deferred.

81 **Exclusion of the Press and Public**

Resolved

That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following item(s) of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Schedule 12A of that Act.

82 **Proposed Business Case for Implementing Phase Two of a Shared Service for Environmental Services**

The Head of Environmental Services submitted an exempt report which sought approval for the implementation of stage 2 of Shared Services for Environmental Services.

Resolved

- (1) That implementation of the Shared Environmental Service Stage 2 Business Case be approved.

Reasons

There are two different structures used to deliver the services at the two councils. A fully integrated shared service will require a common management and supervisory structure which spans both councils. This offers the opportunity for financial savings whilst still retaining a resilient structure.

The consultation period has given staff the opportunity to the proposed business case. A number of minor changes have been made to the business case following staff comments and questions.

Alternative Options

Option 1: Support the proposed Business Case in Appendix 2.

Option 2: Not support the Business Case

Option 3: Ask officers to develop alternative options

The meeting ended at 7.10 pm

Chairman:

Date: