

**Committee:** Special Executive  
**Date:** Monday 17 December 2018  
**Time:** 5.30 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

### Membership

<b>Councillor Barry Wood (Chairman)</b>	<b>Councillor G A Reynolds (Vice-Chairman)</b>
<b>Councillor Colin Clarke</b>	<b>Councillor Ian Corkin</b>
<b>Councillor John Donaldson</b>	<b>Councillor Tony Ilott</b>
<b>Councillor Andrew McHugh</b>	<b>Councillor Richard Mould</b>
<b>Councillor D M Pickford</b>	<b>Councillor Lynn Pratt</b>

## AGENDA

1. **Apologies for Absence**

2. **Declarations of Interest**

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

3. **Minutes** (Pages 1 - 6)

To confirm as a correct record the Minutes of the meeting held on 3 December 2018.

4. **Chairman's Announcements**

To receive communications from the Chairman.

5. **Exclusion of the Press and Public**

The following report 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).

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.

No representations have been received from the public requesting that this item be considered in public.

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 item 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.”

## 6. **Land in Banbury - Proposed Acquisition** (Pages 7 - 38)

Exempt report of Interim Executive Director: Finance and Governance

## **Information about this Agenda**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwellandsouthnorthants.gov.uk](mailto: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.

### **Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012**

This agenda constitutes the 5 day notice required by Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in terms of the intention to consider an item of business in private.

### **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

**Yvonne Rees**  
**Chief Executive**

Published on Friday 7 December 2018

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## Cherwell District Council

### Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 3 December 2018 at 6.30 pm

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

Officers: Yvonne Rees, Chief Executive  
Adele Taylor, Interim Executive Director: Finance and Governance  
Jane Carr, Executive Director: Wellbeing  
Claire Taylor, Director: Customers and Service Development  
Paul Feehily, Interim Director  
Nick Graham, Director of Law and Governance / Monitoring Officer  
Gillian Douglas, Assistant Director: Housing  
Hedd Vaughan Evans, Assistant Director Performance and Transformation  
Natasha Clark, Governance and Elections Manager

#### 62 **Declarations of Interest**

There were no declarations of interest.

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

There were no petitions or requests to address the meeting.

64 **Minutes**

The minutes of the meeting held on 5 November 2018 were agreed as a correct record and signed by the Chairman.

65 **Chairman's Announcements**

There were no Chairman's announcements.

66 **Draft Housing Strategy 2018 - 2023 : 'Cherwell - A Place to Prosper'**

The Assistant Director Housing submitted a report to consider and approve the draft Housing Strategy 2018-2023 and Action Plan 2019-20 for public consultation for 7 weeks from December 2018 to January 2019.

In considering the report and in response to comments from the Leader of the Labour Group regarding the consultation process, the Chairman and Lead Member for Housing confirmed that a pragmatic approach to consultation on the Strategy would be taken.

Executive thanked and commended officers for their hard work on the Draft Housing Strategy.

**Resolved**

- (1) That the draft Housing Strategy 2018 – 2013: 'Cherwell – A Place to Prosper' be approved as an accurate reflection of Cherwell District Council's priorities and ambitions for meeting the housing needs of our communities.
- (2) That the draft Housing Strategy Action Plan which sets out key actions for delivery in 2019/20 be approved.
- (3) That the proposals for the public consultation phase before adoption of the final Strategy in March 2019 be approved.

**Reasons**

The Housing Strategy is an important document in setting out the council's ambitions and priorities against Housing which is a key Business Plan priority (relates directly to priorities: Deliver Affordable Housing, Prevent Homelessness and Deliver Innovative and Effective Housing Schemes but also to wider priorities such as Promote Health and Wellbeing, Enhance Community Resilience and Support and Safeguard Vulnerable People).

It is important that the Strategy is consulted on publicly for a reasonable time period before the final Strategy is brought to Executive for adoption in March 2019.

The Strategy is supported by a preliminary equalities impact assessment. A fuller assessment which takes account of consultation responses will support the final Strategy.

### **Alternative options**

Not to agree to update and consult on the draft Housing Strategy. This is rejected as the Housing Strategy is an important document in setting out the council's ambitions and priorities against Housing which is a key Business Plan priority.

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### **Local Development Scheme**

The Interim Executive Director - Place and Growth submitted a report to seek approval of an updated Local Development Scheme (LDS) for the production of the Council's planning policy documents.

### **Resolved**

- (1) That the updated Local Development Scheme (LDS) (annex to the Minutes as set out in the Minute Book) be approved.

### **Reasons**

An updated Local Development Scheme (LDS) has been prepared. It provides a programme for the preparation of the Council's key planning policy documents that will be relevant to future planning decisions and, where applicable, the public examination of those documents. The Council has a statutory responsibility to prepare and maintain an LDS. The LDS will be used by officers, the public, partners, developers and other stakeholders to monitor the production of documents to plan for associated consultations. Approval of the LDS is needed to assist project management and ensure that the Council meets its statutory responsibilities for plan-making.

### **Alternative options**

Option One: Not to approve the LDS: The Council has a statutory responsibility to maintain an LDS. Not to approve the LDS could undermine the confidence of the public and stakeholders about the Council's plan-making programme. The LDS would need to be re-presented to the Executive at a future meeting or to the Lead Member for Planning.

Option Two: To reconsider the content of the LDS - The LDS has been prepared having regard to the Council's statutory responsibilities and current resources. It is considered by officers to be appropriate for the present and foreseeable circumstances.

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### **Annual Monitoring Report 2018**

The Interim Executive Director: Place and Growth submitted a report to seek approval of the Annual Monitoring Report (AMR) 2018 and to present the

District's current housing land supply position. The report also sought approval of accompanying updates to the Local Plan's Infrastructure Delivery Plan and the Brownfield Land Register.

Executive thanked and commended officers for their hard work in producing the Annual Monitoring Report 2018.

### **Resolved**

- (1) That the 2018 Annual Monitoring Report (AMR) (annex to the Minutes as set out in the Minute Book) be approved.
- (2) That the district's housing delivery and five year housing land supply positions (for conventional housing and for Gypsies and Travellers) at Section 5 (Theme 2) of the AMR be noted and it be further noted that these positions will be reported to Development Management officers and Planning Committee as required.
- (3) That the 2018 Infrastructure Delivery Plan (IDP) update (annex to the Minutes as set out in the Minute Book) be approved.
- (4) That the 2018 Brownfield Land Register (BLR) (annex to the Minutes as set out in the Minute Book) be approved.
- (5) That the Assistant Director for Planning Policy and Development be authorised to make any necessary minor and presentational changes to the Annual Monitoring Report, Infrastructure Delivery Plan update and Brownfield Land Register if required prior to publication.

### **Reasons**

The Annual Monitoring Report provides important information to measure the effectiveness of planning policies and to assist policy making and development management decision making. It is the statutory mechanism for monitoring housing delivery. Its most significant conclusion is that the district continues to demonstrate a five year housing land supply. Five year supply calculations for sites for travelling communities are also presented. The AMR is accompanied by an updated 2018 Infrastructure Delivery Plan and a 2018 Brownfield Land Register which must be reviewed annually.

### **Alternative options**

Option One: Amendment of the 2018 Annual Monitoring Report, Infrastructure Delivery Plan and Brownfield Land Register in consultation with the Lead Member for Planning - Officers consider the documents to be a robust, supported by data and research. Delay could lead to uncertainty within the development industry and risks for decision making.

Option Two: Not to approve the documents - Production of an authorities monitoring report is a statutory requirement and necessary to monitor implementation of the Local Plan. Updating the Brownfield Land Register is also a statutory requirement. The Infrastructure Delivery Plan is required to monitor and support delivery of the adopted Cherwell Local Plan 2011-2031.

69 **Monthly Performance, Risk and Finance Monitoring Report - October 2018**

The Assistant Director: Performance and Transformation and Assistant Director: Finance and Procurement 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.

70 **Urgent Business**

There were no items of urgent business.

71 **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 item 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.

72 **Notification of Urgent Action - Maintenance Options at Spiceball**

The Executive Director: Wellbeing submitted and exempt report to notify Executive of the urgent decision taken by the Executive Director: Wellbeing, in

consultation with the Leader and Deputy Leader of the Council with regards maintenance options at Spiceball Leisure Centre and to outline the rationale for the variation to the decision taken by the Executive on 1 October 2018.

**Resolved**

- (1) That the urgent decision taken by the Executive Director: Wellbeing in consultation with the Leader and Deputy Leader (who has responsibility for sport and leisure) to accept Option 2 as outlined in the exempt Executive Report of 1 October 2018 and thereby agreeing to the timescales for maintenance work at Spiceball Leisure Centre be noted.

**Reasons**

This report is submitted as required by the Constitution to inform Members of an urgent decision taken by the Executive Director: Wellbeing.

**Alternative options**

This report is notifying Executive of an urgent decision already taken.

The meeting ended at 7.15 pm

Chairman:

Date:

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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