

## Cherwell District Council

### Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 6 November 2017 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 Colin Clarke, Lead Member for Planning  
Councillor Tony Ilott, Lead Member for Financial Management  
Councillor Richard Mould, Lead Member for Performance Management  
Councillor D M Pickford, Lead Member for Housing  
Councillor Lynn Pratt, Lead Member for Estates and the Economy

Also Present: Councillor Barry Richards, representing the Labour Group  
Councillor Jolanta Lis

Apologies for absence: Councillor John Donaldson, Lead Member for Housing  
Councillor Mike Kerford-Byrnes, Lead Member for Change Management, Joint Working and ICT  
Councillor Kieron Mallon, Lead Member for Public Protection and Community Services

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  
Adrian Colwell, Head of Strategic Planning and the Economy (for agenda items 8 and 9)  
Andy Preston, Head of Development Management (for agenda item 10)  
James Doble, Interim Assistant Director Transformational Governance / Monitoring Officer  
Natasha Clark, Interim Democratic and Elections Manager

### Declarations of Interest

10. Amendments to Graven Hill Phase 1 Local Development Order (Revision) 2017.

Scott Barnes, Declaration, as a non-Executive Director of Graven Hill Village Development Company and would leave the meeting for the duration of the item.

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

There were no petitions or requests to address the meeting.

65 **Urgent Business**

There were no items of urgent business.

66 **Minutes**

The minutes of the meeting held on 2 October 2017 were agreed as a correct record and signed by the Chairman.

67 **Chairman's Announcements**

There were no Chairman's announcements.

68 **Local Development Scheme**

The Head of Strategic Planning and the Economy submitted a report to seek approval of an updated Local Development Scheme (LDS) for the production of the Council's planning policy documents.

The Executive extended their thanks and commended the Planning Policy and Development Management teams for their on-going hard work on the Local Development Scheme.

**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.

69

### **Developer Contributions: Supplementary Planning Document (SPD)**

The Head of Strategic Planning and the Economy submitted a report to seek Member endorsement for a four week public consultation on a Draft Developer Contributions Supplementary Planning Document (SPD).

#### **Resolved**

- (1) That the Draft Developer Contributions Supplementary Planning Document (SPD) be approved for a four week public consultation.
- (2) That the Head of Strategic Planning and the Economy be authorised to make any necessary minor and presentational changes to the Draft Developer Contributions SPD before formal consultation commences.

#### **Reasons**

Once adopted and subject to consultation the Developer Contributions SPD will set out the package of contributions or obligations expected to come forward from development proposals to mitigate the impact of development and help fund infrastructure needed to support growth. It is not intended to provide all the funding needed but could help maximise resource income which would otherwise not be available.

#### **Alternative options**

Option 1: Not consulting on the proposed document

The current Draft Planning Obligations SPD (July 2011) is now out of date, it carries little weight in decision making and its continued use will potentially make it more difficult for the Council to secure S106 developer contributions in the future. Not progressing the new SPD will create uncertainty about the Council's requirements for developer contributions.

Option 2: Amending the proposed documents

The document proposed for consultation has been prepared having regard to national policy and guidance, the responses received to previous public consultation, informal engagement with key stakeholders, and updated development evidence. It is considered by officers that it presents an appropriate balance between ensuring that 'as a whole' the economic viability of development proposals is not detrimentally affected and the desire to fund infrastructure.

Proceeding to consultation will provide a further opportunity for stakeholders and members of the public to address matters formally and inform the preparation of document.

70

### **Cherwell Design Guide: Supplementary Planning Document**

The Head of Development Management submitted a report to seek Member endorsement to consult the public for four weeks on the Cherwell Design Guide, Supplementary Planning Document (SPD), Masterplanning and architectural guidance for residential development (Design Guide)

The Cherwell Design Guide SPD formed part of the Council's Local Development Framework and its content would be subject to one formal consultation.

The Executive extended their thanks and commended the Conservation team for its on-going hard work on the Design Guide.

#### **Resolved**

- (1) That the Draft Cherwell Design Guide SPD (Design Guide) be approved for a four week public consultation.
- (2) That the Head of Development Management be authorised to make any necessary minor and presentational changes to the Design Guide before formal consultation commences.

#### **Reasons**

The Design Guide seeks to provide clear guidance on the design of the built environment to ensure that the detailed policies for high quality design set out in the Cherwell Local Plan are delivered. The document is a comprehensive guide covering an extensive list of design issues that should be considered in residential design / development.

The document proposed for consultation has been prepared having regard to national policy guidance and through informal engagement with key stakeholders. It is considered by Officers that the document presents guidance that provides an appropriate balance between high quality development and the viability of future development proposals.

Proceeding to consultation will provide a further opportunity for stakeholders and members of the public to address matters formally and inform the preparation of the document.

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The document proposed for consultation has been prepared having regard to national policy guidance and through informal engagement with key stakeholders. It is considered by Officers that the document presents guidance that provides an appropriate balance between high quality development and the viability of future development proposals.

Proceeding to consultation will provide a further opportunity for stakeholders and members of the public to address matters formally and inform the preparation of the document.

### **Alternative options**

Option 1: Not consulting on the proposed documents

Officers consider that without proceeding with this consultation the Council will not be able to provide clear guidance to developers on the design standards of residential development expected by the council. Consultation will help ensure a robust and transparent process.

71

### **Amendments to Graven Hill Phase 1 Local Development Order (Revision) 2017**

The Head of Development Management submitted a report to inform the Executive of the proposed revisions to the adopted Graven Hill Phase 1 Local Development Order (Revision) 2017 and to seek authority to adopt the draft Graven Hill Phase 1 Local Development Order (Second Revision) 2017 following the expiry of the required consultation period and subject to no new material objections being received after the date of the Executive and up to the end of the consultation period.

### **Resolved**

- (1) That the proposed revisions to the Graven Hill Phase 1 Local Development Order (Revision) 2017 be noted.
- (2) That the draft Graven Hill Phase 1 Local Development Order (Second Revision) 2017 (annex to the Minutes as set out in the Minute Book) be approved.
- (3) That it be noted that the consultation process was currently being undertaken in respect of the draft LDO (Second Revision) 2017 and the comments raised to date be noted.
- (4) That the requirement to notify the Secretary of State of a decision to adopt a LDO as soon as practicable, and no later than 28 days after the Local Planning Authority has adopted the Order, be noted.
- (5) That agreement be given to adopt the draft Graven Hill Phase 1 Local Development Order (Second Revision) 2017 following the expiry of the consultation period and subject to no new material objections being received.

### **Reasons**

The draft Graven Hill Phase 1 Local Development Order (Second Revision) 2017, whilst covering an increased number of plots within phase 1 of the development, would facilitate and encourage self-build and custom build housing at Graven Hill by simplifying the planning process whilst providing certainty that individuality and variety in design would be supported within the parameters set by the Masterplan and Design Code already approved under the outline planning permission. The draft LDO 2017 is considered to remain effective in facilitating the delivery of custom build and self-build development at Graven Hill.

The consultation period is yet to expire, and Executive was provided with an update of the consultation responses received to date at the meeting. It is therefore recommended that providing that no new material objections are received to the revisions set out in this report and within the draft LDO 2017, on the expiry of the consultation period, authority is sought from Executive to agree, in consultation with the Lead Member, to adopt the draft LDO 2017 attached to this report and that the Secretary of State is notified of the decision to adopt the LDO in accordance with Article 38(11) of the Town and Country Planning (Development Management Procedure) Order 2015.

### **Alternative options**

Option 1; Not to adopt the revised LDO. This option would mean that the existing LDO remains in place, which covers a maximum of 198 plots within phase 1 of the development. This restricted number of plots could lead to problems with the marketability of the development as the range of type and size of plots is reduced and this could impact on the rate of delivery of custom build and self-build units at Graven Hill.

72

### **Approval of Delegation - Management Restructure**

The Chief Executive submitted a report to delegate the approval of the financial implications of management restructure business cases to the Joint Commissioning Committee.

### **Resolved**

- (1) That agreement be given to agree to delegate the approval of the financial implications of management restructure business cases to the Joint Commissioning Committee, subject to a similar decision being made by South Northamptonshire Council.

### **Reasons**

Approval of the financial implications of a restructure business case is an Executive function under the Local Government Act 2000. Any increased costs of the restructure for the current year can be met from within existing budgets and through an implementation budget from earmarked reserves. Future costs for 2018/19 will be included in the budget proposals. At this time the exact level of cost is not known pending agreement of a final management structure following consultation with affected staff. Given this, Executive is

requested to delegate approval of the financial implications of the restructure business case to the Joint Commissioning Committee to ensure that the restructure can be carried out in a timely manner.

### **Alternative options**

Option 1: Not to delegate approval of the financial implications of the management restructure business case to Joint Commissioning Committee. This is not advised as it would cause delay to the implementation of the restructure which would not be in the interest of the councils.

73

## **Fleet and Vehicle Replacement Strategy**

The Head of Environmental Services submitted a report to update the Executive on the operation of the Council vehicle fleet and to consider a vehicle replacement strategy to reduce whole life costs, develop income and minimise environmental impact through the introduction of telematics to reduce fuel usage and a move away from a purely diesel powered vehicle fleet.

### **Resolved**

- (1) That the Fleet and Vehicle Replacement Strategy (annex to the Minutes as set out in the Minute Book) be approved.
- (2) That the introduction of telematics to reduce fuel usage be supported.
- (3) That the move away from a purely diesel powered vehicle fleet be supported.

### **Reasons**

Although work has taken place to reduce diesel usage, vehicle telematics offer an opportunity to reduce usage even further. Telematics has been trialled on two vehicles for over a month and delivered more than 8% savings. Hence telematics can make a significant impact on reducing costs and emissions. The costs of such systems are small compared to the potential savings. If supported telematics should be installed from early 2018

Diesel vehicles can contribute to air quality issues. Recently there has been a lot of adverse publicity regarding diesel engine vehicles. Improvements in small vehicle technologies mean that the reliance on diesel engine car derived vans can be reduced. With around eight small vans to be replaced over the next twelve months it is possible that more electric vans can be acquired once the appropriate infrastructure of plug in points are installed and new models have an increase in overall range. The additional initial purchase costs of electric vans are more than matched by the reduction in fuel and maintenance costs.

### **Alternative options**

Option 1: To support the proposed recommendations

Executive - 6 November 2017

Option 2: To reject the proposed recommendations

Option 3: To ask officers to consider alternative improvements

The meeting ended at 6.53 pm

Chairman:

Date: