

## **Cherwell District Council**

### **Executive**

Minutes of a meeting of the Executive held as a virtual meeting, on 2 November 2020 at 6.30 pm

#### **Present:**

Councillor Barry Wood (Chairman), Leader of the Council  
Councillor George Reynolds (Vice-Chairman), Deputy Leader of the Council and Lead Member for Leisure 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 Transformation  
Councillor Lynn Pratt, Lead Member for Economy, Regeneration and Property  
Councillor Dan Sames, Lead Member for Clean and Green

#### **Also Present:**

Councillor Sean Woodcock, Leader of the Labour Group

#### **Officers:**

Yvonne Rees, Chief Executive  
Paul Feehily, Executive Director: Place and Growth (Interim)  
Steve Jordan, Corporate Director Commercial Development, Assets & Investment & (Interim) Monitoring Officer  
Jason Russell, Director Community Operations  
Claire Taylor, Corporate Director Customers and Organisational Development  
Lorna Baxter, Director of Finance & Section 151 Officer  
David Peckford, Assistant Director: Planning and Development  
Ed Potter, Assistant Director: Environmental Services  
Sukdave Ghuman, Head of Legal Services  
Robin Rogers, Head of Strategy  
Sam Shepher, Policy Team Leader  
Rebekah Morgan, Principal Planning Officer  
Sam Thomas, Sustainability Project Officer  
Natasha Clark, Governance and Elections Manager

57 **Declarations of Interest**

**9. Amendments to the Graven Hill Phase 1 Local Development Order (Second Revision) 2017.**

Councillor Dan Sames, Non Statutory Interest, as a CDC appointed non-Executive Director on Graven Hill Management Company and Graven Hill Development Company and would leave the meeting for the duration of the item.

Councillor Ian Corkin, Non Statutory Interest, as a CDC appointed non-Executive Director on Graven Hill Management Company and Graven Hill Development Company and would leave the meeting for the duration of the item.

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

There were no petitions or requests to address the meeting.

59 **Minutes**

The minutes of the meeting held on 5 October 2020 were agreed as a correct record and would be signed by the Chairman in due course.

60 **Chairman's Announcements**

The Chairman referred to the changing national position, which was a big challenge to all with detailed guidance still awaited. The Chairman offered assurance to the public that he was confident the Chief Executive, leadership team and all staff would continue to work hard supporting the district and extended his thanks to all staff for their ongoing hard work during a challenging time.

At the invitation of the Chairman, the Chief Executive addressed Executive and provided assurance that the council had a dedicated workforce and was as prepared as could be. Councillors and residents would be updated when more information was available.

61 **Including Everyone. Equalities, Diversity and Inclusion Framework**

The Corporate Director for Customers and Organisational Development submitted a report which outlined the joint approach to equalities, diversity and inclusion being taken by Cherwell District Council in partnership with Oxfordshire County Council.

On behalf of Executive, the Chairman commended the work to date and noted that this would be an ongoing piece of work.

**Resolved**

- (1) That the Including Everyone, Equalities, Diversity and Inclusion Framework (Annex to the Minutes as set out in the Minutes Book) be agreed.
- (2) That the initial Including Everyone, Action Plan (Annex to the Minutes as set out in the Minutes Book) be agreed.

### **Reasons**

The updating of the council's equality policy is a statutory requirement and this update has been undertaken in partnership with Oxfordshire County Council to align approaches. This is in-line with the agreed principles of joint working. It also reflects upon the serious inequalities within our communities. The updated draft policy is named 'Including Everyone. Equalities, Diversity and Inclusion Framework'.

This policy highlights the need for change and describes what we are seeking to tackle to create a more inclusive community, services and workplace in Cherwell.

### **Alternative options**

Option 1: Not updating the policy.

This would not ensure that we fulfil our statutory obligations to have an up-to-date equalities framework.

Option 2: Updating the policy for Cherwell District Council only.

This would not be in line with the strategic partnership arrangement with Oxfordshire County Council. A shared approach with then separate action plans appropriate for both councils maximises the use of resources and aligns direction.

62

### **Car Parking Strategy**

The Assistant Director Environmental Services submitted a report to present the revised car parking strategy with an action plan following Public Consultation and the impact of Coronavirus

### **Resolved**

- (1) That the results of the Public Consultation be noted.
- (2) That, having given due consideration, the revised Car Parking Strategy and Car Parking Action Plan (Annexes to the Minutes as set out in the Minute Book) following feedback from public consultation and the impact of coronavirus be approved.

### **Reasons**

The Car Parking Strategy and the associated action plan has been developed with the input of elected members and other key stakeholders.

The proposed strategy has now been brought back to Executive following public consultation. An equalities impact assessment has also been carried out which has not identified any areas of concern. In addition, the impact of coronavirus has been considered. The Action Plan will be reviewed on a regular basis and as a minimum updated on an annual basis as part of the business planning process

### **Alternative options**

Option 1: To adopt the Car Parking Strategy & Action Plan as the strategy & action plan provides a framework for the development of car parking.

Option 2: To reject the Strategy and ask officers to reconsider

63

### **Civil Parking Enforcement**

The Assistant Director Environmental Services submitted a report which sought support of a proposed application to the Department for Transport (DfT) for the introduction of a Special Enforcement Area (SEA) and bus lane enforcement powers across this district, South Oxfordshire and Vale of White Horse to provide Civil Parking Enforcement (CPE) managed by Oxfordshire County Council.

In introducing the report, the Lead Member for Clean and Green, Councillor Sames, proposed that consideration of the item be deferred to the next meeting of Executive to allow for further discussions with partners to obtain clarity on finance matters, the location of spaces and assurance that local consultation will take place before any spaces are allocated. Councillor Reynolds seconded the proposal.

### **Resolved**

- (1) That consideration of Civil Parking Enforcement be deferred to the next meeting of Executive to allow for further discussions with partners to obtain clarity on finance matters, the location of spaces and assurance that local consultation will take place before any spaces are allocated.

64

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

The Assistant Director Planning and Development submitted a report to inform Executive of the proposed revisions to the adopted Graven Hill Phase 1 Local Development Order (Second Revision) 2017 and to seek authorisation for the adoption of the draft Graven Hill Phase 1 Local Development Order (Third Revision) 2020 subject to consideration of consultation responses with the Lead Member for Planning.

### **Resolved**

- (1) That the proposed revisions to the Graven Hill Phase 1 Local Development Order (Second Revision) 2017 be noted.
- (2) That the draft Graven Hill Phase 1 Local Development Order (Third Revision) 2020 (Annex to the Minutes as set out in the Minute Book) be noted.
- (3) That the consultation process undertaken in respect of the draft LDO (Third Revision) 2020 and comments raised to date be noted.
- (4) That the requirement to notify the Secretary of State of a decision to adopt a Local Development Order as soon as practicable, and no later than 28 days after the Local Planning Authority has adopted the Order be noted.
- (5) That the Council's adoption of the draft Graven Hill Phase 1 Local Development Order (Third Revision) 2020 be authorised, subject to the Assistant Director –Planning and Development being satisfied that no substantive objections have been received in consultation with the Lead Member for Planning.

## **Reasons**

The draft Graven Hill Phase 1 Local Development Order (Third Revision) 2020, would continue to 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 2020 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, it is therefore recommended that providing that no substantive objections are received to the revision set out in this report and within the draft LDO 2020, that the proposed revision is adopted. The Secretary of State would be notified of the Executive's decision to adopt the LDO revision 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 until 15 December 2020 when it expires. After this date the development would no longer benefit from an LDO and all future plots in Phase 1 would require a reserved matters application or individual planning permissions. This could impact on the rate of delivery of custom build and self-build units at Graven Hill.

Option 2: Further revisions to the LDO

Officers consider that the proposed revisions address the changes required (subject to consideration of any substantive objections received by 12 November 2020).

65 **Monthly Performance, Risk and Finance Monitoring Report**

The Director of Finance, and Head of Insight and Corporate Programmes submitted a report which summarised the council's performance, risk and finance monitoring position as at the end of september 2020.

**Resolved**

- (1) That the monthly performance, finance and risk 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.

**Alternative options**

Option 1: This report illustrates the Council's performance against the 2020-21 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.

66 **Urgent Business**

There were no items of urgent business.

67 **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.

68 **Park and Charge Update Report**

The Assistant Director Environmental Services submitted an exempt report, which, following the recommendations approved by the Chief Executive using urgent action on 6 April 2020, and subsequently endorsed by Executive, updated executive of progress with the park and charge project and sought approval for changes to the original approved Heads of Terms (hot's)

approved following progression of commercial negotiations with project partners.

### **Resolved**

- (1) That the progress made be noted.
- (2) That authority be delegated to the Assistant Director Environmental Services in consultation with Assistant Director: Property, Investment and Contract Management, Director: Law and Governance and the Lead Member for Clean and Green, to conclude legal agreements with the proposed Charge Point Operator and utility companies providing electricity to charge points based in principle on the revised Heads of Terms (HoTs) set out in the exempt annex to the Minutes (as set out in the Minute Book).
- (3) As set out in the exempt minutes.

### **Reasons**

The Park and Charge project offers the council an investment via private capital to develop needed EV charging infrastructure within our car parks for predominantly residents who have no off road parking, but also for visitors and commuters. Additionally the council is receiving a revenue contribution to fund these commercial negotiations, and involvement in a countywide EV communication and education package for residents.

### **Alternative options**

#### Option 1: Do Nothing

The Council could seek to close negotiations and not pursue this opportunity. If the Council was to install EV charging in the car parks, alternative conditions are unlikely to be as favourable in terms of the length or terms of the contracts.

#### Option 2: Reject the proposals and seek to renegotiate conditions

The Covid-19 impact upon the timescales of the project have resulted in a challenged schedule in order to meet the required progress from the funder Innovate UK. As a result if the recommendations are not approved there is a risk that the pilot car park installation and project progression will not happen to the funders satisfaction and subsequently the project could collapse.

The meeting ended at 7.52 pm

Chairman:

Date: