

# Agenda



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## A meeting of the **Cabinet**

will be held on Friday 18 January 2019 at 10.30 am  
Meeting Room 1, 135 Eastern Avenue, Milton Park, Milton, OX14 4SB

### **Cabinet Members:**

#### **Councillors**

Roger Cox (Chairman)  
Ed Blagrove (Vice-Chairman)  
Alice Badcock  
Eric Batts

Mike Murray  
Robert Sharp  
Elaine Ware

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Margaret Reed  
Head of Legal and Democratic

### **Council's vision**

The council's vision is to take care of your interests across the Vale with enterprise, energy and efficiency.

# Agenda

## **Open to the Public including the Press**

### **1. Apologies for absence**

To record apologies for absence.

## **2. Minutes**

(Pages 3 - 8)

To adopt and sign as correct records the minutes of the Cabinet meetings held on 16 November and 7 December 2018.

## **3. Declarations of interest**

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting.

## **4. Urgent business and chairman's announcements**

To receive notification of any matters which the chairman determines should be considered as urgent business and the special circumstances which have made the matters urgent, and to receive any announcements from the chairman.

## **5. Public participation**

To receive any questions or statements from members of the public that have registered to speak.

## **6. Faringdon Leisure Centre wet side refurbishment**

(Wards Affected: Faringdon)

(Pages 9 - 11)

To consider the head of community services' report.

## **Exempt information under section 100A(4) of the Local Government Act 1972**

None



# Minutes

of a meeting of the

# Cabinet

held on Friday 16 November 2018 at 10.30 am

in the Meeting Room 1, 135 Eastern Avenue, Milton Park, OX14 4SB

**Open to the public, including the press**

**Present:**

Members: Councillors Roger Cox (Chairman), Ed Blagrove (Vice-Chairman), Alice Badcock, Eric Batts, Mike Murray and Elaine Ware

Officers: Steve Culliford, Andrew Down, Adrian Duffield, William Jacobs, Holly Jones, Andrew Maxted, Abbie Mulcairn, Margaret Reed and Mark Stone

Also present: Councillor Yvonne Constance and Councillor Bob Johnston

Number of members of the public: 5

## **Ca.78 Apologies for absence**

Councillor Robert Sharp had sent his apologies for absence.

## **Ca.79 Declarations of interest**

None

## **Ca.80 Urgent business and chairman's announcements**

None

## **Ca.81 Public participation**

Councillor Bob Johnston addressed Cabinet, at the request of the Liberal Democrat group, to support the proposals set out in the report regarding the Local Plan inspector's letter, and to encourage Cabinet to make these recommendations to Council on 19 November so that the plan could be progressed as soon as possible. This was in the district's best interests.

## **Ca.82 Local Plan 2031 Part 2 - Inspector's initial post hearing letter**

Cabinet considered the head of planning's report regarding the Local Plan Part 2 inspector's initial post-hearing letter. The inspector had set out options for the council to

consider regarding the allocation of land at Dalton Barracks, near Abingdon, as a strategic housing site.

The council's proposal had been to release the whole site from the Green Belt but only to allocate part of the site for development in the current plan (up to 1,200 dwellings) but recognise the longer-term aim to allocate the whole site for housing (potentially up to 4,500 dwellings) in a future local plan.

The options presented by the inspector were for the council to:

1. Justify a proposal for a 4,500-dwelling new settlement
2. Allocate a specific site for 1,200 dwellings in the current local plan
3. Delete the Dalton Barracks site from the plan and identify alternative sites

Cabinet rejected the first option as it was unlikely that 4,500 homes could be built on the site during the plan period to 2031. Option 3 was rejected as it would require additional work to allocate an alternative site. Both options 1 and 3 would result in significant delays to the plan.

Cabinet preferred option 2 as it was more realistic that 1,200 homes could be built during the plan period than a higher number. This would also retain the playing fields and Starveall farm site. This option would not prejudice the council allocating the remainder of the site for housing in a future local plan. Option 2 would allow the council to meet its current Local Plan timetable. However, it was recognised that further modifications might be required at a later date, if required by the inspector.

Cabinet thanked the officers and the Cabinet member for planning for their work in progressing the local plan.

**RECOMMENDED** to Council:

that Council responds to the Planning Inspector presiding over the Local Plan 2031: Part 2 Examination confirming that Option 2, as set out below, is supported. A draft letter to the Planning Inspector is appended to the head of planning's report to Cabinet on 16 November 2018, along with a proposed modification to Core Policy 8b: Dalton Barracks and a simple summary signposting to the existing evidence base.

**Inspector's Option (Option 2):**

"Allocate a specific site (or sites) at Dalton Barracks for the housing proposed during the plan period, with the Green Belt designation deleted from the site(s) concerned and no more. In this case there would be no presumption that any further development would take place on the wider site unless brought forward and justified in a future local plan".

The meeting closed at 10.50 am

# Minutes

of a meeting of the

## Cabinet

held on Friday 7 December 2018 at 10.30 am

in the Meeting Room 1, 135 Eastern Avenue, Milton Park, OX14 4SB



### Open to the public, including the press

#### Present:

Members: Councillors Roger Cox (Chairman), Ed Blagrove (Vice-Chairman), Alice Badcock, Eric Batts, Mike Murray, Robert Sharp and Elaine Ware

Officers: Steve Culliford, Andrew Down, Diane Foster, Simon Hewings, Paul Howden, William Jacobs, Vicky Johnson, Margaret Reed and Mark Stone

Also present: Councillor Emily Smith

#### Ca.83 Apologies for absence

None

#### Ca.84 Minutes

**RESOLVED:** to adopt as correct records the minutes of the Cabinet meetings held on 28 September and 5 October 2018.

#### Ca.85 Declarations of interest

None

#### Ca.86 Urgent business and chairman's announcements

None

#### Ca.87 Public participation

None

#### Ca.88 Joint gambling policy

Cabinet considered the head of housing and environment's report on the review of the gambling policy. This was a joint policy with South Oxfordshire District Council and was subject to review every three years.

The Cabinet member responsible for the licensing service reported that the review had not brought any significant policy changes, nor changes required by legislation. The minor changes included:

- additional information on the detail required for premises risk assessments, including for the risk assessments to be kept at the premises
- paragraphs 2.7.2 and 2.7.3 referred to the local area profiles that were now available on the council websites to assist operators in developing their risk assessments required for the application process
- the policy had been updated to refer to refer to the General Data Protection Regulations and Data Protection Act 2018 and the councils' Licensing Enforcement Policy
- Annex 4 referred to the recent government review of gaming machines and social responsibility measures, and the decision that maximum stakes on fixed odds betting terminals would be reduced from £100 to £2

The revised policy had been supported by the Licensing Acts Committee; Cabinet concurred and agreed to retain the 'no casinos' clause within the policy.

**RECOMMENDED** to Council to:

- (a) adopt the proposed Joint Gambling Policy;
- (b) authorise the head of housing and environment to make minor editorial changes to the joint gambling policy; and
- (c) authorise the head of housing and environment to publish the joint gambling policy in accordance with the Gambling Act 2005 (Licensing Authority Policy Statement) (England and Wales) Regulations 2006.

## **Ca.89 Council tax empty homes premium**

Cabinet considered the head of finance's report on a council tax premium on empty homes.

The Cabinet member for finance reported that new legislation had been passed that allowed councils to apply a higher premium on council tax due on long-term empty homes. He advised Cabinet to recommend Council to charge the premiums permitted by the legislation.

Cabinet noted the number of homes that would be affected in the district and the financial implications for the council. In answer to questions from Cabinet members, it was reported that inspections took place regularly to determine whether homes were empty. Cabinet suggested that parish councils should be reminded how to inform this council if they became aware of empty properties. It was suggested that this should be raised at the next Town and Parish Council Forum.

Cabinet supported the recommendation, believing that this would encourage the owners of empty homes to bring them back into occupation and increase the supply of homes available.

**RECOMMENDED** to Council:

that in accordance with the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018, the Long Term Empty Property Premium (currently set at a 50%) is:

- (i) increased to 100% from 1 April 2019 for those properties which are empty for two years and over;
- (ii) increased to 200% premium from 1 April 2020 for those properties which are empty for five years and over;
- (iii) increased to 300% premium from 1 April 2021 for those properties which are empty for 10 years and over.

**Ca.90 Council tax base**

Cabinet considered the head of finance's report regarding the setting of the council tax base for 2019/20. Before the council tax could be set by Council, a calculation had to be made of the council tax base: an estimate of the taxable resources for the whole district and for each parish.

Cabinet noted how the council tax base was calculated and noted the assumptions made as part of that calculation. Cabinet was asked to recommend the council tax base to Council. Once set by Council in December, the council tax base would be notified to Oxfordshire County Council, the Police and Crime Commissioner, and each parish and town council to allow them to set their budgets for 2019/20. Cabinet noted that the council tax base had been adjusted to take into account the recommendations to amend the long term empty homes premium, referred to in minute Ca.89 above.

**RECOMMENDED** to Council:

- (a) that the report of the head of finance for the calculation of the council's tax base and the calculation of the tax base for each parish area for 2019/20 be approved;
- (b) that, in accordance with The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by Vale of White Horse District Council as its council tax base for the year 2019/20 is **51,706.2**; and
- (c) that, in accordance with The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by Vale of White Horse District Council as the council tax base for the year 2019/20 for each parish be the amount shown against the name of that parish in Appendix 2 of the report.

**Ca.91 Budget setting update**

Cabinet considered the report of the head of finance on the changes expected to local government finance. The Cabinet member for finance reported that the Government's finance settlement announcement had been deferred. He advised that it was likely that New Homes Bonus funding would not be available from 2020/21. This would impact on the council's medium term financial plan, which projected the budget forward by five years, allowing the council to recognise and plan for changes to local government funding.

In light of potential future financial pressures, the council had already instigated a number of actions that would help ensure it was best placed to respond to the challenges. These actions included:

- pausing non-essential capital spending, pending certainty around future funding
- reviewing all base budgets to remove any over-budgeting
- curtailing the discretionary growth bid process during budget setting for revenue and capital spending
- commissioning the Chartered Institute of Public Finance and Accountancy to assist with work on benchmarking the base budget with other councils and on a commercial strategy

The Cabinet member for finance, in speaking to the report, recommended that as part of the council's 2019/20 budget setting, the capital programme should include essential schemes only, and all other capital schemes should form a preparation pool of schemes to be considered when affordable. Cabinet agreed that this was prudent, given the council's uncertain medium to long term financial position.

**RESOLVED:** to

- (a) note the report; and
- (b) instruct officers as part of 2019/20 budget setting, to revise the capital programme to include only essential schemes, with all other schemes forming a preparation pool of schemes to be considered when considered affordable.

The meeting closed at 10.58 am

# Cabinet Report



Report of Head of Community Services

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Wards affected: Faringdon

Cabinet member responsible: Alice Badcock

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To: CABINET

Date: 18 January 2019

## Refurbishment works to Faringdon wet side changing facilities

### Recommendations

Cabinet are requested to:

- (a) Approve the appointment of a suitable contractor via delegated authority to the head of community services in conjunction with the cabinet member for community services. This appointment would be made if the tendered sum is within the approved budget of £177,500 and the works comply with the required specification.
- (b) Alternatively, if by the date of the meeting of cabinet, the evaluation process is complete with a preferred tenderer identified as verbally reported by officers to cabinet; authorise officers to appoint the contractor. This appointment would be made if the tendered sum is within the approved budget of £177,500 and the works comply with the required specification.

### Purpose of Report

1. To seek cabinet approval to appoint a suitable contractor to undertake the refurbishment of Faringdon Leisure Centre wet side changing facilities, shower facilities, lockers, steel frameworks and sauna/steam areas.

### Corporate Objectives

2. This project will contribute towards the strategic objective of "Sustainable communities and wellbeing" and corporate priority of ensuring that "we will increase participation in sport and leisure", specifically by "improving accessibility and availability of leisure facilities in the Vale".

## Background

3. The leisure facilities team are currently out to the market through the Capita procurement portal for a suitable contractor to undertake the refurbishment of the Faringdon Leisure Centre wet side changing facilities, shower facilities, lockers, steel frameworks and sauna/steam areas.
4. The deadline for tenders is 21<sup>st</sup> December 2018 and following an evaluation the team expect to be in a position to appoint a contractor week beginning 21st January 2019
5. The budget is £177,500 funded entirely from secured and approved S106 funds. Officers anticipate that all the works can be achieved from this budget, however, cost certainty will be determined once all tenders have been evaluated.
6. The pool opened to the public in 1999 and so the décor and fittings which are original are now reaching 20 years of age and require updating and or replacement. The pool has always been popular and still attracts over 90,000 swimmers a year. It is hoped that these works will attract more swimmers to the facility and will further assist in the health and wellbeing of residents from the local community.
7. To ensure that the appointment of the contractor is taken in a timely manner consistent with the procurement process and timetable, officers are seeking cabinet approval to take the decision to award the contract through delegated authority to the Head of Community Services in conjunction with the cabinet member for community services.
8. Dependant upon the progress in evaluating any tenders received officers may be able to provide a verbal update to the meeting which would allow members to make an immediate appointment subject to the tenders matching the specification and the value of those works falling within the approved budget.
9. This delegation would only take place if the tender matches the specification for the works required and the price for those works falls within the available budget of £177,500.

## Options

10. The impact of not undertaking these essential refurbishment works will mean that customers are increasingly dissatisfied with the facilities and the services provided by GLL and Vale of White Horse District Council. Equally the integrity of the building will deteriorate further escalating costs and risks, if these works are delayed. This could lead to significant, costly and unplanned loss of service. Equally the funding contribution could be returned to the developer if the Council fails to deliver the project within the permitted timeframe of the S106 agreement.

## Financial Implications

11. There is an approved capital budget of £177,500 which is to be funded from section 106 contributions specifically for the leisure centre and the pool area. The money has been approved through the council's own internal approval process which includes consultation with town and parish councils situated near the centre.

12. Utilising section 106 monies for this purpose will ensure that the Council continues to invest in its capital assets without the need to draw on the Council's own capital budget.

## **Legal Implications**

13. The appointment of the contractor will be made through a JCT minor works contract which will be finalised with colleagues in the legal team. This form of contract maximises the guarantees to the council for the works undertaken.

## **Conclusion**

14. Approve the appointment of a suitable contractor via delegated authority to the head of community services in conjunction with the cabinet member for community services. This appointment would be made if the tendered sum is within the approved budget of £177,500 and the works comply with the required specification.