

# Minutes of a meeting of the Cabinet



held on Monday 4 February 2019 at 6.00 pm  
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, Robert Sharp and Elaine Ware

Officers: Steve Culliford, Andrew Down, Phil Ealey, Liz Hayden, Simon Hewings, Suzanne Malcolm, Andrew Maxted, Donna Pentelow, Margaret Reed, Richard Spraggett and Mark Stone

Also present: Councillors Bob Johnston and Catherine Webber

Number of members of the public: 2

## Ca.98 Urgent business and chairman's announcements

The chairman reported that early on Friday morning, 1 February, he decided to postpone the Cabinet meeting from 10.30am on Friday 1 February 2019 to 6pm on Monday 4 February 2019 due to the adverse weather conditions. The business before Cabinet needed to be considered urgently to enable Cabinet's recommendations to be published with the Council agenda, and in respect of the budget to enable Scrutiny Committee to consider Cabinet's recommendations, and in respect of items 8, 9 and 10 on the agenda to enable the three key decisions to be taken urgently to allow actions to be taken and work to proceed before the next scheduled Cabinet meeting on 5 April 2019.

Cabinet noted the reasons for postponing the meeting on 1 February and the reasons to re-arrange the Cabinet meeting at short notice.

## Ca.99 Apologies for absence

Councillor Mike Murray had sent his apologies for absence.

## Ca.100 Minutes

**RESOLVED:** to approve the minutes of the Cabinet meeting held on 18 January 2019 as a correct record and agree that the Chairman signs them as such.

## **Ca.101      Declarations of interest**

Councillor Robert Sharp declared a personal interest in items 6 and 7 relating to the Local Plan as he owned property that he was proposing for development, which was not allocated for development in the Local Plan.

## **Ca.102      Public participation**

Two members of the public had registered to address Cabinet as follows:

1. Douglas Bond addressed Cabinet on both Parts 1 and 2 of the Local Plan regarding a proposed amendment to the Green Belt boundary at North Hinksey. The Council had adopted Part 1 of the Local Plan, which confirmed the Green Belt boundary. The land in question was later discussed at the hearing and Cabinet was now being asked to amend the adopted policies map. Mr Bond asked why this was being addressed through Part 2 of the Local Plan. He did not believe that the council could amend the Green Belt boundary this way and reverse the previous full Council decision. He urged Cabinet to reject the officer's recommendation.
2. Richard Bahu, a St Helen Without parish councillor, addressed Cabinet on the Local Plan and neighbourhood plan. He questioned the reasoning behind removing land in the parish from the Green Belt, and urged Cabinet not to adopt Local Plan Part 2 until the neighbourhood plan had been adopted.

## **Ca.103      Local Plan Part 1: adopted policies map**

Councillor Robert Sharp declared a personal interest in this item and left the meeting during its consideration.

Cabinet considered the head of planning's report on a proposed correction to the Local Plan Part 1 Adopted Policies Map. The report recommended a factual correction was made to the Green Belt boundary at North Hinksey. The map had incorrectly shown that some land at North Hinksey had been excluded from the Green Belt; this was an administrative error.

Officers had initially proposed to correct this error through the Local Plan Part 2 process. However, a representation had been received seeking to challenge the lawfulness of that approach on the basis that the amendment did not relate to the Part 2 plan itself but was a correction to the map accompanying the Part 1 plan. In the light of this, officers issued a statement during the Local Plan Part 2 Examination, which stated that the council would 'without prejudice' delete the correction as identified on the submitted Draft Adopted Policies Map. The Planning Inspector reminded the council of this commitment in his letter dated 19 December 2018.

Cabinet was presented with two options: to make or not make the change to the Adopted Policies Map to correct the error. Cabinet considered that it was proactive and transparent to make the change and correct the error now, given that it has been brought to their attention. To not make the change would result in the map not illustrating geographically the application of policies in the Local Plan. Cabinet believed it was better to deal with the matter now and consider and recommend the correction to Council.

**RECOMMENDED** to Council to agree to make a factual correction to the Council's Adopted Local Plan Part 1 Policies Map in relation to the boundary of the Green Belt at North Hinksey village, as set out in Appendix 1 to the head of planning's report to Cabinet on 4 February 2019.

## **Ca.104 Local Plan Part 2: main modifications**

Councillor Robert Sharp declared a personal interest in this item and left the meeting during its consideration.

Cabinet considered the head of planning's report on Local Plan Part 2. Following the Examination, the Planning Inspector had suggested a series of main modifications to make the plan 'sound' and invited the council to draw up a schedule for the inspector's approval. The report summarised the main modifications and sought Cabinet's recommendation to Council to allow the modification to be subject to consultation.

Councillor Bob Johnston addressed Cabinet, asking that St Helen Without remained in the Green Belt.

Councillor Catherine Webber addressed Cabinet, asking that Shippon remained in the Green Belt.

Cabinet supported the Inspector's recommendations to include the main modifications to progress to adoption of Local Plan Part 2. It was noted that the consultation period on the modifications would run from 18 February to 1 April 2019.

**RECOMMENDED** to Council to:

- (a) agree to undertake a six-week public consultation on the Main Modifications to the Local Plan 2031: Part 2, as identified by the Planning Inspector presiding over the Part 2 plan examination, and necessary for the plan to be found Sound, as set out at appendix 3 of the head of planning's report to Cabinet on 4 February 2019;
- (b) agree to publish the additional Modifications to the Local Plan 2031: Part 2, as set out at appendix 9 of the head of planning's report; and
- (c) authorise the head of planning, in consultation with the Cabinet member for planning, to make any necessary minor amendments and corrections to the Local Plan 2031: Part 2 and its associated documents up to and prior to plan adoption.

## **Ca.105 Oxfordshire Plan 2050**

Cabinet considered the head of planning's report on the Oxfordshire Plan 2050, formerly known as the Joint Statutory Spatial Plan. The report sought approval to progress the production of the plan through adopting the Statement of Community Involvement, approving an amendment to the Local Development Scheme, and approving the Regulation 18 (Part 1) document for consultation.

Councillor Emily Smith addressed Cabinet, suggesting that the plan should contain more aspirations and that the Scrutiny Committee's recommendations should be taken into account before the consultation commenced. Councillor Smith also questioned which

organisation was accountable for the Oxfordshire Plan and asked that this was clearly set out for the public.

Cabinet welcomed the draft plan and considered that it should be a high level strategic document setting out the vision for Oxfordshire in 2050. Cabinet asked that the suggestions made by the Joint Scrutiny Committee were considered by the head of planning in agreement with the other councils' equivalents, and to make any necessary minor amendments and presentational changes to the documents prior to publishing the plan for consultation. Cabinet also asked that the plan should reference the Swindon Clinical Commissioning Group, which provided health services for part of the western Vale. The A420 should also be mentioned in paragraph 24 as one of the main road arteries in the county.

**RESOLVED:** to

- (a) adopt the Oxfordshire Plan 2050's Statement of Community Involvement, as amended following the close of consultation, as attached at Appendix 1 to the head of planning's report to Cabinet on 4 February 2019;
- (b) approve the amendment to Table 16 of the Local Development Scheme as set out at paragraph 22 of to the head of planning's report;
- (c) approve the Regulation 18 (Part 1) Issues consultation document for public consultation as attached at Appendix 2 to the head of planning's report; and
- (d) authorise the head of planning, in agreement with the other councils' equivalent, to make any necessary editorial corrections, minor amendments and presentational changes to the documents, and to agree the final publication for consultation version.

## **Ca.106 Housing allocations policy**

Cabinet considered the head of housing and environment's report on the review of the housing allocations policy.

Cabinet supported the revised policy, noting that it was a joint policy with South Oxfordshire District Council.

**RESOLVED:** to

- (a) adopt the Housing Allocations Policy, as appended to the head of housing and environment's report to Cabinet on 4 February 2019; and
- (b) authorise the head of housing and environment to make minor editorial changes to the policy.

## **Ca.107 Developing a health and wellbeing strategy**

Cabinet considered the head of community services' report, which sought agreement to develop a health and wellbeing strategy to set out aspirations to improve the health and wellbeing of residents in the district.

Cabinet agreed that the development of a health and wellbeing strategy would provide an opportunity to work collaboratively with partners to deliver improved health and wellbeing outcomes for the community.

**RESOLVED:** to

- (a) agree to develop a health and wellbeing strategy for Vale of White Horse District Council that sets out the council's aspirations and ambitions for improving the health and wellbeing of its communities, in partnership with key stakeholders, partners and residents, using data and insight to inform its priorities;
- (b) agree to consider developing a joint strategy with South Oxfordshire District Council, should the opportunity present itself; and
- (c) note that the head of community services in consultation with the Cabinet member for community services, will engage with key stakeholders to inform the draft strategy.

### **Ca.108 Section 106 request - Marcham Parish Council local facilities**

Cabinet considered the head of planning's report on an application by Marcham Parish Council to request section 106 funds totalling £305,095.74. The report sought Cabinet's recommendation to Council to set up a budget and pay the parish council, subject to a legal agreement on the use of the funds. Council's approval was sought as the council's financial procedure rules required full Council approval for such amounts over £100,000.

Cabinet supported the request and commended the parish council for the provision of the new community facilities. The legal agreement would clearly set out the parish council's responsibilities for the funds' use.

**RECOMMENDED** to Council to:

- (a) create a budget for £305,095.74 for a combined village hall and sports pavilion/clubhouse, multi-use games area including tennis court and sports pitches (cricket & football) project in Marcham;
- (b) agree to secure a funding agreement with Marcham Parish Council for the use of these section 106 monies of which the terms included should be passed on to The Arthur Anson Memorial Trust through a further separate funding agreement between Marcham Parish Council and The Arthur Anson Memorial Trust; and
- (c) agree to pay Marcham Parish Council £305,095.74 once the funding agreements mentioned above are signed.

### **Ca.109 Treasury management mid-year monitoring 2018/19**

Cabinet considered the head of finance's mid-year monitoring report of the treasury management service in 2018/19. This covered the period from 1 April to 30 September 2018.

Cabinet noted that the investment income received was below the budget target due to lower than expected interest rates during the period. The Joint Audit and Governance Committee had also considered the report and was satisfied that the treasury

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management activities had been carried out in accordance with the treasury management strategy and policy. Cabinet concurred and thanked the Joint Audit and Governance Committee for its work.

**RECOMMENDED:** to Council to approve the head of finance's 2018/19 treasury management mid-year monitoring report to Cabinet on 4 February 2019.

### **Ca.110 Treasury management and investment strategy 2019/20**

Cabinet considered the head of finance's report on the draft treasury management and investment strategy for 2019/20. This set out how the council's treasury service supported the financing of capital investment decisions, and how treasury management operated day to day. It set out the limitations on treasury management activity informed by the prudential indicators, within which the council's treasury function must operate. The strategy included the three elements, required by legislation:

- The prudential indicators required by the Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code 2017 for Capital Finance in Local Authorities and the CIPFA Treasury Management Code of Practice 2017;
- The annual investment strategy, which set out the council's criteria for selecting counterparties and limiting exposure to the risk of loss on its investments; and
- A statutory duty for Council to approve a minimum revenue provision policy statement.

Cabinet noted that the Joint Audit and Governance Committee had considered the draft strategy on 28 January and had agreed the recommendations. Cabinet supported the proposed strategy, including the proposed changes to counterparty limits and the wider choice of investment types permitted.

**RECOMMENDED** to Council to:

- (a) approve the treasury management strategy 2019/20, set out in appendix A to the head of finance's report to Cabinet on 4 February 2019;
- (b) approve the prudential indicators and limits for 2019/20 to 2021/22, as set out in appendix A to the head of finance's report; and
- (c) approve the annual investment strategy 2019/20, set out in appendix A (paragraphs 41 to 82) to the head of finance's report, and the lending criteria detailed in table 5.

### **Ca.111 Capital strategy**

Cabinet considered the head of finance's report on a capital strategy for the period 2019/20 to 2028/29.

The Cabinet member for finance reported that the preparation of a capital strategy was a new requirement of the Chartered Institute of Public Finance and Accountancy (CIPFA). The strategy demonstrated that capital expenditure and investment decisions were taken in line with service objectives and took account of stewardship, value for money, prudence, sustainability and affordability. The strategy was underpinned by an asset management strategy and maintenance plan, which was being developed, by medium term financial planning, and through consistent management of projects and programmes.

Cabinet supported the strategy.

**RECOMMENDED** to Council to approve the capital strategy 2019/20 to 2028/29, set out in appendix one of the head of finance's report to Cabinet on 4 February 2019.

### **Ca.112 Revenue budget 2019/20 and capital programme to 2023/24**

Cabinet considered the head of finance's report on the revenue budget 2019/20, and the capital programme to 2023/24.

The Cabinet member for finance introduced the report, and thanked officers for preparing the budget. The report set out the medium term financial plan, which showed that New Homes Bonus would not continue, meaning the council could be reliant on its reserves. The position of future revenue support funding from the government was unclear. It was recognised that Cabinet might need to review the medium term financial plan during the summer or autumn, following the government's public sector spending review.

**RECOMMENDED** to Council to:

- (a) set the revenue budget for 2019/20 as set out in appendix A.1 to the head of finance's report to Cabinet on 4 February 2019;
- (b) approve the capital programme for 2019/20 to 2023/24 as set out in appendix D.1 to the head of finance's report, together with the capital growth bids set out in appendix D.3 to the head of finance's report;
- (c) set the council's prudential limits as listed in appendix E to the head of finance's report;
- (d) approve the medium term financial plan to 2023/24 as set out in appendix F.1 to the head of finance's report;

**RESOLVED** to:

- (e) agree that the cabinet member for finance, in conjunction with the head of finance, may make minor adjustments to the head of finance's report and the prudential indicators, should they prove necessary prior to its submission to Council on 13 February 2019; and
- (f) agree to maintain car park fees and charges at current levels.

The meeting closed at 7.35 pm