

Council



Listening Learning Leading

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Date: 10 February 2016

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Summons to attend a meeting of Council

to be held on

THURSDAY 18 FEBRUARY 2016 AT 6.00 PM

at

**THE FOUNTAIN CONFERENCE CENTRE, HOWBERY PARK,
CROWMARSH GIFFORD**

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MARGARET REED
Head of Legal and Democratic Services

Note: Please remember to sign the attendance register.

Agenda

Map

A map showing the location of Howbery Park is attached, as is a plan showing the location of the Fountain Conference Centre on the Howbery Park site.

1 Apologies

2 Declaration of disclosable pecuniary interest

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

3 Minutes of the previous meeting (Pages 9 - 13)

To adopt and sign as a correct record the minutes of the Council meeting held on 17 December 2015 (attached).

4 Chairman's announcements

To receive any announcements from the chairman.

5 Questions from the public and public participation

6 Questions under Council procedure rule 33

None.

7 Motions under Council procedure rule 41

None.

8 Corporate services procurement

At its meeting on 28 January 2016, Cabinet considered the strategic director's report on the procurement of corporate services. The corporate services project had commenced in April 2014, attracting three new district council partners (Hart, Havant Borough, and Mendip) in addition to the council's existing partner, Vale of White Horse District Council.

The Joint Scrutiny Committee had met on 28 January 2016 and supported the recommendations contained in the report.

Both South Oxfordshire's and the Vale of White Horse's Cabinets met together informally to discuss the officer's report.

Cabinet agreed with the recommendations set out in the report subject to an amendment to consult the chairman of the scrutiny committee on finalising the terms of reference of the joint scrutiny committee and also consultation with the Cabinet member on the terms of reference of the joint committee.

The report of the strategic director, which Cabinet considered on 21 January 2016, was circulated to all councillors. Please bring this report to the meeting. A hard copy is available on request.

RECOMMENDATION: to

1. agree to establish a corporate services joint scrutiny committee in accordance with the draft terms of reference outlined in appendix 4 to the strategic director's report;
2. authorise the chief executive, in consultation with the chairman of the Scrutiny Committee, to finalise the terms of reference of the committee;
3. authorise the head of legal and democratic services to appoint members and substitutes to the committee in accordance with the wishes of the relevant group leader(s) and make consequential changes to the constitution.

9 Community infrastructure levy

Cabinet, at its meeting on 4 February 2016, considered a report on the modified South Oxfordshire Community Infrastructure Levy (CIL) Charging Schedule.

The report of the head of planning, which Cabinet considered on 4 February 2016, was circulated to all councillors. Please bring this report to the meeting. A hard copy is available on request.

RECOMMENDATION: to

1. adopt the modified South Oxfordshire Community Infrastructure Levy Charging Schedule with an effective implementation date of 1 April 2016;
2. not introduce a policy for Discretionary Relief in Exceptional Circumstances
3. approve the following Community Infrastructure Levy associated documents;
 - Community Infrastructure Levy Regulation 123 Infrastructure List
 - Community Infrastructure Levy Instalment Policy

10 Treasury management mid-year monitoring 2015/16

Cabinet, at its meeting on 4 February 2016, considered a monitoring report on the treasury management activities for the first six months of 2015/16 and an update on the current economic conditions with a view to the remainder of the year.

The Joint Audit and Governance Committee had considered the report at its meeting on 25 January 2016 and had not recommended any adjustments to the strategy as a result of the first six months' activities. Likewise, Cabinet concluded that the treasury management activities had operated within the agreed parameters set out in the approved treasury management strategy.

The report of the head of finance, which Cabinet considered on 4 February 2016, was circulated to all councillors. Please bring this report to the meeting.

A hard copy is available on request.

RECOMMENDATION: to approve the treasury management mid-year monitoring report 2015/16.

11 Treasury management strategy 2016/17 to 2018/19

Cabinet, at its meeting on 4 February 2016, considered a report on the council's treasury management strategy (TMS) for 2016/17 to 2018/19 and set out the expected treasury operations for this period.

The Joint Audit and Governance Committee considered the report at its meeting on 25 January 2016 and had not recommended any adjustments to the strategy. Cabinet agreed to recommend Council approve the strategy as attached to the report.

The report of the head of finance, which Cabinet considered on 4 February 2016, was circulated to all councillors. Please bring this report to the meeting. A hard copy is available on request.

RECOMMENDATION: to approve

1. the treasury management strategy 2016/17 set out in appendix A to the head of finance's report to Cabinet on 4 February 2016;
2. the prudential indicators and limits for 2016/17 to 2018/19 as set out in table 2, appendix A to the head of finance's report; and
3. the annual investment strategy 2016/17 set out in appendix A (paragraphs 23 to 58) and the lending criteria detailed in table 5 to the head of finance's report.

12 Medium term financial strategy 2016/17-2020/21

Cabinet, at its meeting on 4 February 2016, considered a report on the medium term financial strategy for 2016/17 to 2020/21.

The report of the head of finance, which Cabinet considered on 4 February 2016, was circulated to all councillors. Please bring this report to the meeting. A hard copy is available on request.

RECOMMENDATION: to approve the Medium Term Financial Strategy for 2016/17 to 2020/21 as attached to the head of finance's report to the Cabinet meeting of 4 February 2016.

13 Revenue Budget 2016/17 and Capital Programme to 2020/21

Cabinet, at its meeting on 4 February 2016, considered a report on the council's revenue budget to 2016/17 and capital programme to 2020/21.

Cabinet resolved to agree that the Cabinet member for finance, in conjunction with the head of finance, may make minor adjustments to the report and prudential indicators should they prove necessary prior to submission to Council. Any

adjustments will be reported to Council.

The report of the head of finance, which Cabinet considered on 4 February 2016, was circulated to all councillors. Please bring this report to the meeting. A hard copy is available on request.

The Scrutiny Committee will consider this report at its meeting on 9 February 2016. Any views or recommendations will be reported to Council.

RECOMMENDATION: to

1. set the revenue budget for 2016/17 as set out in appendix A.1 to the head of finance's report to Cabinet on 4 February 2016;
2. agree that the capital schemes listed in paragraph 39 of the head of finance's report remain in the capital programme
3. approve the capital programme for 2016/17 to 2020/21 as set out in appendix D.1, together with the capital growth bids set out in appendix D.2 to the head of finance's report;
4. set the council's prudential limits as listed in appendix E to the head of finance's report;
5. approve the medium term financial plan to 2020/21 as set out in appendix F to the head of finance's report;
6. allocate £1,000,000 to fund the Communities Capital Grant Scheme; and
7. authorise the head of finance, in consultation with the Cabinet member for finance, to issue an efficiency statement to government in order to secure a four year settlement, if this is considered to be beneficial to the council.

14 Council tax 2016/17

To consider the report of the head of finance on the setting of the council tax for the 2016/17 financial year (report to follow).

15 Pay policy statement 2016/17 (Pages 14 - 17)

To consider the report of the Head of HR, IT and technical services on the adoption of a pay policy statement to meet the requirements of the Localism Act (**report attached**).

16 Oxford Flood Alleviation Scheme - discharge of planning functions (Pages 18 - 20)

To consider the report of the head of planning on the proposed Oxford Flood Alleviation Scheme (OFAS) and seek approval for the delegation to Oxfordshire County Council of any planning responsibilities that would otherwise be exercised by South Oxfordshire District Council in relation to the OFAS (**report attached**).

17 Joint Staff Committee (Page 21)

At its meeting in July 2008 Council established a Joint Staff Committee with Vale of

White Horse District Council to manage the appointments process for the employment of officers to the senior management team and make recommendations on appointments to Council. The Committee comprises three members from each Council.

In light of the forthcoming retirement of David Buckle, Chief Executive, Council is invited to agree revised terms of reference for the Committee to progress the recruitment of a chief executive and appoint councillors to sit on the Committee (to be the Leader of the council and two Conservative members in accordance with the political balance of the council).

Revised terms of reference for the Committee are **attached**.

18 Leader of the council report

To receive any updates from the Leader of the council.

MARGARET REED

Head of Legal and Democratic Services



Birmingham airport


B4009 Watlington
M40 J6

A4074 Oxford


A4130 Didcot




Sat Nav: OX10 8BA

Brightwell

Benson


Wallingford

Centre for Ecology & Hydrology
South Oxfordshire District Council

Crowmarsh Gifford

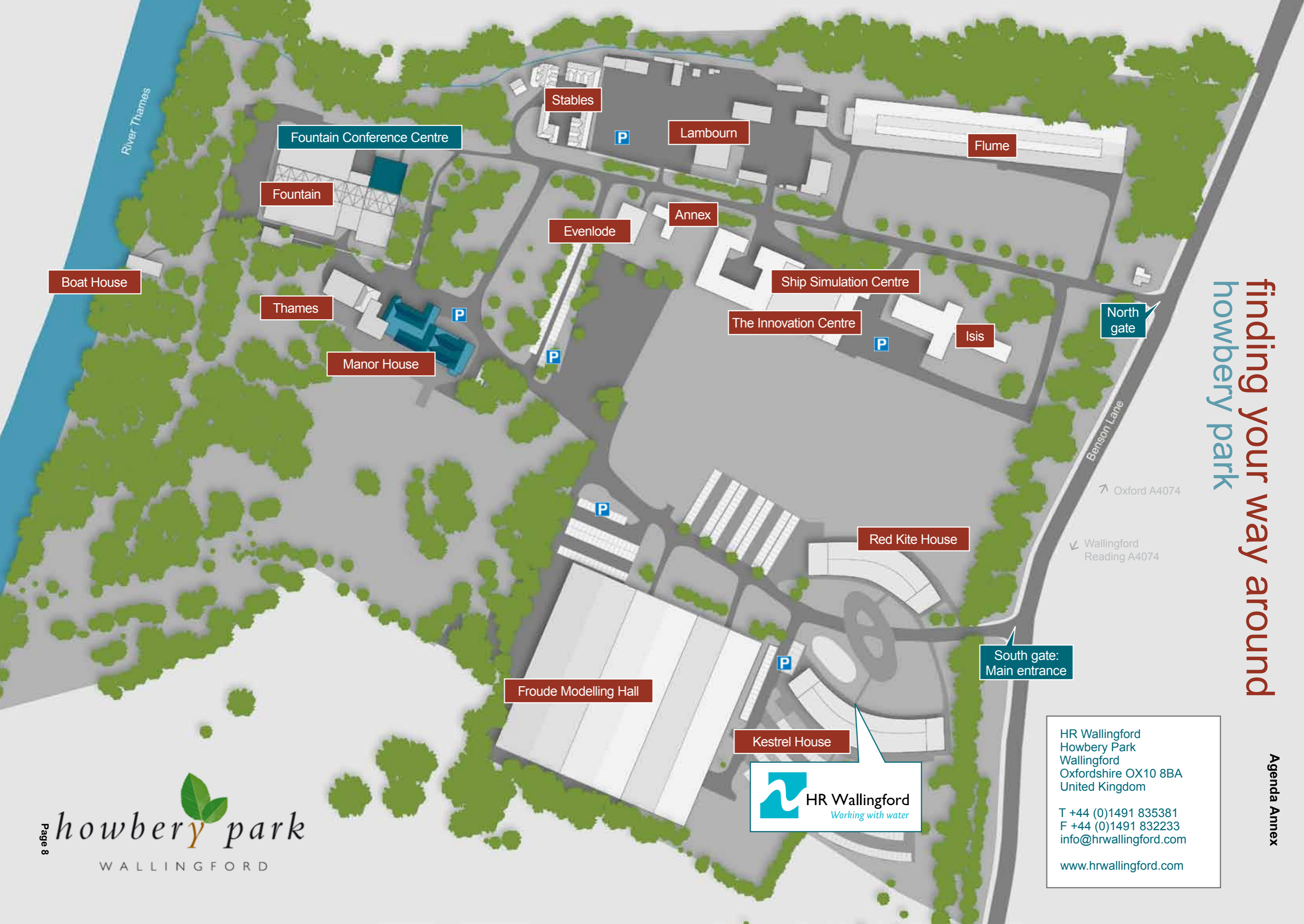
A4130 Henley
M40 J4 

A4074 Reading


London Heathrow


Agenda Annex

finding your way around howbery park



North gate

South gate:
Main entrance

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Minutes

OF A MEETING OF THE

Council



Listening Learning Leading

HELD AT 10.30 AM ON THURSDAY 17 DECEMBER 2015

THE FOUNTAIN CONFERENCE CENTRE, HOWBERY PARK,
CROWMARSH GIFFORD

Present:

Margaret Turner (Chairman)

Paul Harrison (Vice-Chairman), Anna Badcock, Charles Bailey, Joan Bland, Felix Bloomfield, Kevin Bulmer, Nigel Champken-Woods, John Cotton, Margaret Davies, Pat Dawe, David Dodds, Stefan Gawrysiak, Elizabeth Gillespie, Will Hall, Tony Harbour, Lorraine Hillier, Elaine Hornsby, Sue Lawson, Lynn Lloyd, Imran Lokhon, Jeannette Matelot Green, Jane Murphy, Anthony Nash, Toby Newman, David Nimmo-Smith, Richard Pullen, Robert Simister, Alan Thompson, David Turner, John Walsh and Ian White

Apologies:

Stephen Harrod and Bill Service tendered apologies.

Officers:

David Buckle, Steve Bishop, Steven Corrigan, Margaret Reed and Anna Robinson

16 Declaration of disclosable pecuniary interest

None.

17 Minutes of the previous meeting

RESOLVED: to approve the minutes of the meeting held on 15 October 2015 as a correct record and agree that the Chairman sign them as such.

18 Chairman's announcements

The Chairman welcomed councillors to the meeting and gave housekeeping announcements.

She welcomed Sue Lawson and Will Hall to the council following their election at the recent by elections in Sandford and the Wittenhams on 8 October and Sonning Common on 22 October respectively.

She thanked officers for their hard work throughout the year and wished them and councillors a merry Christmas and happy new year.

Council agreed as a trial to suspend council procedure rule 80 insofar as it requires councillors to stand when speaking at Council meetings.

The chairman invited John Cotton, Leader of the council, to provide the following updates on recent appointments:

- Will Hall had been appointed to the Cabinet with responsibility for the Corporate Plan
- Toby Newman had been appointed as the council's Armed Forces Champion to ensure the council met its commitments to the Armed Forces Covenant.

19 Questions from the public and public participation

None.

20 Questions under Council procedure rule 11

None.

21 Joint Statement of Licensing Policy

Council considered the Licensing Acts Committee's recommendations, made at its meeting on 24 November 2015, on a statement of licensing policy jointly developed with Vale of White Horse District Council.

In moving the recommendations David Dodds, Chairman of the Licensing Acts Committee, advised that there had been substantial legislative change affecting the Licensing Act 2003 and the current policy was out of date in a number of key areas. The changes were statutory in nature and had already been enacted. The new statement of licensing policy was far less structured than the previous format. This was to ensure that the policy remained relevant in the light of further proposed changes to the Licensing Act 2003 and its associated legislation and regulations.

In seconding the recommendations Jane Murphy, Cabinet member responsible for licensing, thanked the Licensing Acts Committee for its work on reviewing the policy.

RESOLVED: to

1. adopt the Joint Statement of Licensing Policy as attached to the Council agenda for the meeting held on 17 December 2015;
2. authorise the Head of Legal and Democratic Services to make minor editorial changes to the Joint Statement of Licensing Policy;
3. authorise the Head of Legal and Democratic Services to publish the Joint Statement of Licensing Policy in accordance with the Licensing Act 2003.

22 Joint Gambling Policy

Kevin Bulmer made a statement that he was a shareholder in a company which was the landlord of a bookmakers' premises in the district.

Council considered Cabinet's recommendations, made at its meeting on 3 December 2015, on a statement of licensing policy jointly developed with Vale of White Horse District Council.

In moving the recommendations Jane Murphy, Cabinet member responsible for licensing, thanked the Licensing Acts Committee for its work on reviewing the policy.

In seconding the recommendations David Dodds, Chairman of the Licensing Acts Committee, advised that there were only two changes to the policy both of which will be legal requirements in 2016. There were no other significant changes to the policy other than some very minor wording changes as a result of comments made during the consultation.

RESOLVED: to

1. adopt the proposed Joint Gambling Policy as attached to the Council agenda for the meeting held on 17 December 2015;
2. authorise the Head of Legal and Democratic Services to make minor editorial changes to the Joint Gambling Policy; and
3. authorise the Head of Legal and Democratic Services to publish the Joint Gambling Policy in accordance with the Gambling Act 2005 (Licensing Authority Policy Statement)(England and Wales) Regulations 2006.

23 Council tax reduction scheme grant for town and parish councils

Council considered Cabinet's recommendations, made at its meeting on 3 December 2015, on the council tax reduction scheme grant to towns and parishes for 2016/17.

Some councillors opposed Cabinet's recommendations which, in their view, would leave town and parish councils in a position where they had to set their precepts in December or January without knowing what grant they might receive from the district council. Without this money parishes could struggle to fund additional duties and, if the government introduced a cap on council tax increases in town and parish council precepts for 2016/17, could risk a shortage of funds. The proposal to introduce a further grant funding stream was not necessary because the council already operated a generous scheme which was underspent. Council should reject the recommendations and request Cabinet to prepare a more detailed plan in 2016.

However, the majority of councillors supported the recommendations. The current scheme had not achieved its original intention to mitigate the impact of the council tax reduction scheme on town and parish councils with less than 28 per cent all town and parish councils using the grant as part of their budget setting process to issue a precept lower than might have been the case had they taken into account the amount of grant they received. The proposed grant scheme would simplify the process, offer a better way of distributing funds and target funding towards visible projects.

RESOLVED: to

1. bring forward a new scheme of distributing the grant for consideration during 2016;
2. cease with immediate effect the current methodology for distributing the council tax reduction scheme; and
3. make £152,000 available for the new grant scheme when Council sets its revenue budget for 2016/17.

24 Council Tax Base 2016/17

Council considered Cabinet's recommendations, made at its meeting on 3 December 2015, on the council tax base for 2016/17.

RESOLVED:

1. to approve the report of the Head of Finance to Cabinet on 3 December 2015 for the calculation of the council's tax base and the calculation of the tax base for each parish area for 2016/17;
2. that, in accordance with The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by South Oxfordshire District Council as its council tax base for the year 2016/17 be 54,965.0; and
3. that, in accordance with The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by South Oxfordshire District Council as the council tax base for the year 2016/17 for each parish be the amount shown against the name of that parish in Appendix 1 of the report of the Head of Finance to Cabinet on 3 December 2015.

25 Review of political balance following Sandford and the Wittenhams and Sonning Common by-elections

Council reviewed the political balance following the recent by-elections in Sandford and the Wittenhams and Sonning Common. At the by-elections held on Thursday 8 October and Thursday 22 October 2015 Mrs Sue Lawson was elected as a councillor for the Sandford and the Wittenhams Ward and Mr William Hall was elected to the Sonning Common Ward. Both councillors had formally joined the Conservative Group.

RESOLVED: to

1. allocate the vacant seats on the General Licensing Committee, Housing Appeals Panel, Joint Scrutiny Committee, Licensing Acts Committee, Planning Committee and Scrutiny Committee to the Conservative Group;
2. authorise the Head of Legal and Democratic Services to make appointments to the above and vacant substitute places in accordance with the wishes of the Conservative Group Leader.

26 Councillors' allowances scheme

The councillors' allowances scheme allows for the allowances payable under the scheme to be increased by the same percentage as the annual staff pay increase

and for travel and subsistence to be increased to the maximum rates payable to officers subject to a Council decision.

John Cotton moved and Jane Murphy seconded a motion to increase both the basic allowance and the special responsibility allowances for 2016/17 in line with any staff pay award and to set the travel and subsistence allowances at the same level as those payable to officers.

RESOLVED: to

1. increase the basic allowance and special responsibility allowances by the same percentage as the annual staff pay increase for 2016/17;
2. set the travel and subsistence allowances to the maximum rates payable to officers.

27 Review of the council's constitution

Council considered the report of the Head of Legal and Democratic Services on proposed amendments to the council's constitution.

RESOLVED: to

1. note the work done by the Joint Constitution Review Group and the intention to bring forward wholesale revisions of the council's constitution for consideration by Council;
2. note the overall approach of the review group to develop "mirror" constitutions with Vale of White Horse District Council and commonality of wording where possible;
3. authorise the Head of Legal and Democratic services to make the necessary amendments to the constitution to amend the scrutiny call-in procedures and the definition of key decisions;
4. approve the amendments of the officer employment procedure rules for inclusion in the constitution as attached to the report of the Head of Legal and Democratic Services to Council on 17 December 2015;
5. authorise the Head of Legal and Democratic Services or a deputy monitoring officer to appoint a panel of independent persons drawn from the independent persons appointed by South Oxfordshire and Vale of White Horse district councils under the Localism Act 2011;
6. authorise the Head of Legal and Democratic services to make any minor or consequential amendments to the constitution.

28 Motions under Council procedure rule 41

None.

The meeting closed at 11.00am

Chairman

Date

Council Report



Listening Learning Leading

Report of Head of HR, IT and Technical Services

Author: Andrew Down

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E-mail: andrew.down@southandvale.gov.uk

To: Council

Date: 18 February 2016



Pay policy statement 2016-17

Recommendation

That Council approve the attached statement of pay policy for 2016-17.

Purpose of report

1. The Localism Act 2011 requires the council to produce and publish annually a pay policy statement. By approving the attached statement the council will discharge this responsibility.

Background

2. The purpose of the pay policy statement is to promote transparency on public sector pay, particularly in relation to remuneration of senior officers. Comparisons are also made with the remuneration of the lowest paid employees and with average salaries.
3. The pay policy statement must be approved by 31 March each year, by a meeting of the full council. The pay policy statement may be amended during the year by further resolution of the council.
4. Once approved, the pay policy statement must be published on the council website and by any other means that the council sees fit.
5. Because officers of each council are placed at the disposal of the other and their costs are shared, the pay policy statement attached has been drafted jointly with Vale of White Horse District Council.

Recommendation

6. Council is asked to approve the pay policy statement for 2016-17.

Background papers

None

Pay Policy Statement for 2016-17

INTRODUCTION

1. This is a joint statement of South Oxfordshire and Vale of White Horse District Councils.
2. The Localism Act 2011 requires each council to produce and publish annually a pay policy statement. The statement must be approved by 31 March each year, by a meeting of the full council, and must then be published on the council's website. The pay policy statement may be amended during the year by further resolution of the council.
3. The pay policy statement must as a minimum include details of the council's policy on:
 - the remuneration of its chief officers
 - the remuneration of its lowest-paid employees
 - the relationship between the remuneration of its chief officers and other officers.
4. For the purposes of the Localism Act 2011 and this statement, the term "chief officers" is defined by Section 2 of the Local Government and Housing Act 1989. For these councils, the term "chief officers" refers to the chief executive, strategic directors, and heads of service.
5. Chief officers may be employed by either council, and are placed at the disposal of the other by means of an agreement made under Section 113 of the Local Government Act 1972.

REMUNERATION OF CHIEF OFFICERS

6. Chief officers are paid a spot salary. The spot salaries which apply for the whole of 2016-17 are increased by 1.5 per cent from the 2015-16 salaries, and are as follows:
 - chief executive: £136,943
 - strategic directors: £104,684
 - heads of service: £78,579.
7. Where heads of service have previously received additional allowances for the responsibilities of monitoring officer or Section 151 officer, their total salaries may be protected at a higher level.

8. Chief officers do not receive any performance-related pay or bonuses.
9. The chief executive has been appointed as the councils' returning officer. In this role he receives additional remuneration, which varies from year to year. He may also employ other chief officers to support him in his work. Fees payable for district and parish council elections have been agreed by each council. Fees for other types of election are agreed and payable by the government or other bodies such as Oxfordshire County Council.
10. Chief officers do not receive essential car user allowances, overtime, on-call or stand-by payments.
11. On recruitment of a new strategic director or head of service within the current management structure, the gross base salary on recruitment will be the spot salary stated in paragraph 6, though this may be varied if an interim appointment is made.
12. On recruitment of a new chief executive, the gross base salary will be determined by the Joint Staff Committee.
13. In the event of a chief officer's post becoming redundant, any severance payment will be made on the same basis as to any other employee, according to the councils' organisational change policy. Other than any pension to which they are statutorily entitled, no other payments will be made to chief officers on their ceasing to be employees of the council unless in settlement of any dispute.
14. Chief officers' contributions to the Local Government Pension Scheme (LGPS) are determined by their salary and by the rules of the scheme. For those who are members of the LGPS and paying contributions on the whole of their salary, heads of service currently pay 9.9 per cent of their salary into the scheme, while directors and the chief executive pay 11.4 per cent.
15. No enhancements will normally be paid to chief officers' pensions other than in the event of a chief officer being offered early retirement on efficiency grounds, and only then with the approval of the Joint Audit and Governance Committee.
16. The councils will not re-employ a chief officer who has left their employment and is now drawing a local government pension, unless there are exceptional circumstances.

LOWEST-PAID EMPLOYEES

17. Although the councils have not sought accreditation as a "Living Wage Employer", our policy is that our employees' salaries should meet or exceed the Living Wage rate which is currently £8.25 per hour.
18. The lowest salary paid for 2016-17 to staff currently on the payroll will be £16,865. The chief executive's salary is thus 8.12 times the salary of the lowest-paid member of staff.

REMUNERATION OF CHIEF OFFICERS COMPARED WITH OTHER OFFICERS

19. Employees who are not chief officers are paid according to locally agreed pay scales, with annual increments paid until the employee reaches the top of the scale. These pay scales will increase by 1.5 per cent with effect from 1 April 2016.
20. The Department for Communities and Local Government (DCLG) published in February 2015 a code of recommended practice for local authorities on data transparency. This code of practice recommends publishing the “pay multiple”, the ratio between the highest paid salary and the median average salary of the whole of the authority’s workforce. For these councils the median salary during 2016-17 will be £32,799 (based on current data). The pay multiple defined above is thus 4.18.

Council Report



Report of Head of Planning

Author: Adrian Butler

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E-mail: adrian.butler@southandvale.gov.uk

To: Council

DATE: 18 February 2016



Oxford Flood Alleviation Scheme – discharge of planning functions

Recommendations

Council is recommended to:

- a) delegate the discharge of the district planning authority functions of this council to Oxfordshire County Council, in connection with the processing and determination of a planning application for the Oxford Flood Alleviation Scheme, under section 101 of the Local Government Act 1972;
- b) authorise the Head of Planning to negotiate and agree a Memorandum of Understanding with Oxfordshire County Council to determine the operational arrangements of the delegation of the district council's planning functions in relation to the scheme; and
- c) place a long stop date on the delegation such that the delegation will be revoked if any scheme application is not determined by 18 February 2019.

Purpose of Report

1. This report briefly outlines the proposed Oxford Flood Alleviation Scheme (OFAS) and seeks approval for the delegation to Oxfordshire County Council of any planning responsibilities that would otherwise be exercised by South Oxfordshire District Council in relation to the OFAS.

Strategic Objectives

2. The OFAS aims to reduce the flood risk for homes, businesses and infrastructure along the Oxfordshire stretch of the Thames, including Oxford and Abingdon.

Background

3. The Environment Agency advises that “there are 4,500 properties in Oxford at a 1% or higher annual risk of flooding. This figure could rise to nearly 6,000 by the year 2080 with the predicted effects of climate change. Major roads, railway lines, schools and businesses could also be affected by flooding. The Environment Agency carries out regular maintenance activities and operates its assets to reduce the flood risk as much as possible, reducing this to 1,800 properties at risk”. The Environment Agency also advises that its “investigations have shown that a flood relief channel can increase capacity in Oxford’s western flood plain” (Executive Summary of the Environment Agency Options consultation and response document 19 January – 1 March 2016).
4. The Oxford Flood Alleviation Scheme aims to:
 - reduce flood damage to at least 1,000 homes and businesses in Oxford
 - reduce flood impacts on road, rail and utility infrastructure
 - safeguard Oxford’s reputation as a thriving centre of commerce
 - create and maintain new recreational amenities, wildlife habitat, and natural watercourses accessible from the centre of Oxford
5. The Environment Agency is working with a range of partners including South Oxfordshire District Council, Vale of White Horse District Council, Oxfordshire County Council, Oxford City Council, the Department for Environment, Food and Rural Affairs (DEFRA) and Thames Water to develop a scheme to reduce flood risk in Oxford and around Oxford. This will involve improving the capacity in Oxford’s western flood plain, between the Botley Road and Sandford-on-Thames, by constructing a flood relief channel.
6. The present options for the OFAS are within the jurisdictions of three district planning authorities (Oxford City Council, Vale of White Horse District Council and South Oxfordshire District Council). Elements of the scheme, for example gravel extraction to create the new relief channel, would come within the jurisdiction of the County Council.
7. The OFAS will require planning permission. Rather than applying for planning permission from the three separate district planning authorities i.e. submitting three separate planning applications, which could result in different decisions and if approved, varying planning conditions, in addition to applying separately to the county council on specific elements, it is proposed that a single application is submitted to and determined by Oxfordshire County Council. This is logistically simpler, financially cheaper, avoids conflicting planning decisions and reduces the risks of legal challenge.
8. Section 101 of the Local Government Act 1972 allows a local planning authority to discharge its functions by another authority. In this case the function for processing and deciding a planning application for the OFAS could be delegated to Oxfordshire County Council.

9. For the avoidance of doubt, this delegation is specific to the OFAS, including all its various aspects across all three districts.

Financial Implications

10. None

Legal Implications

11. The relevant statutory power is set out in the body of the report.

Risks

12. To enable the proposal to proceed, Vale of White Horse District Council and Oxford City Council will need to agree similar delegations to the county council.

Other Implications

13. None

Conclusion

14. Delegating the function of determining the planning application relating to OFAS to Oxfordshire County Council could simplify the application procedure and provide consistency in approach and decision making on the application.

Background Papers

- None

Terms of Reference for the Joint Staff Committee

The purpose of this committee is to undertake those non-executive functions relating to the employment of officers in the shared senior management team.

The terms “senior staff” and “senior posts” refer to the head of paid service, strategic directors, and heads of service.

The committee comprises three members from each council and may determine those matters delegated to it by both councils or, where this is not the case, make recommendations to each Council.

The membership shall comprise:

- South Oxfordshire District Council – Leader and two Conservative members
- Vale of White Horse District Council – Leader, one Conservative and one Liberal Democrat member.

The Leader may be substituted by another Cabinet member. Other members of the Committee may be substituted by any member of that Council’s political group (executive or non-executive).

The terms of reference for this Committee shall be:

- to establish the framework and procedure for recruitment of senior staff
- to determine the terms and conditions of service to apply to senior posts
- to act as the appointment panel for the short-listing and interviewing for all senior posts and in the case of head of paid service or strategic directors to make recommendations on appointments to each Council
- to consider any proposed redundancy dismissals of the head of paid service, strategic director, monitoring officer or chief finance officer, and to make recommendations on redundancy dismissals to each Council
- to consider any proposed redundancy dismissals of heads of service other than monitoring officer and chief finance officer, and to make recommendations to the head of paid service
- to determine any proposed efficiency retirement of the head of paid service, subject to proposals for enhanced benefits being determined by the joint audit and governance committee
- to consider any proposed efficiency retirements of strategic directors of heads of service and to make recommendations to the head of paid service, subject to proposals for enhanced benefits being determined by the joint audit and governance committee.