

Agenda



Listening Learning Leading

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Date: 1 April 2019
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A MEETING OF THE

Cabinet

WILL BE HELD ON TUESDAY 9 APRIL 2019 AT 9.00 AM

**MEETING ROOM 1, 135 EASTERN AVENUE, MILTON PARK, MILTON,
OX14 4SB**

Members of the Cabinet

Member	Portfolio
Jane Murphy (Chairman)	Leader of the Council and Cabinet member for communications
Felix Bloomfield (Vice-Chairman)	Deputy Leader of the Council and Cabinet member for planning
Anna Badcock	Cabinet member for legal and democratic
Kevin Bulmer	Cabinet member for corporate services
David Dodds	Cabinet member for finance
Paul Harrison	Cabinet member for development and regeneration
Lynn Lloyd	Cabinet member for community services
Caroline Newton	Cabinet member for housing and environment
Bill Service	Cabinet member for partnership and insight

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ITEMS TO BE CONSIDERED WITH THE PUBLIC PRESENT

Reports considered with the public present are available on the council's website.

1 Apologies for absence

To record apologies for absence.

2 Minutes (Pages 4 - 11)

To adopt and sign as a correct record the public minutes of the Cabinet meeting held on 31 January 2019.

3 Declaration of disclosable pecuniary 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.

CABINET DECISIONS

6 Developing a health and wellbeing strategy (Pages 12 - 15)

To consider the head of community services' report.

7 Thame Leisure Centre boiler replacement (Pages 16 - 18)

To consider the head of community services' report.

RECOMMENDATIONS TO COUNCIL

8 Cholsey Neighbourhood Plan (Pages 19 - 22)

To consider the head of planning's report.

9 East Hagbourne Neighbourhood Plan (Pages 23 - 27)

To consider the head of planning's report.

10 Pyrton Neighbourhood Plan (Pages 28 - 32)

To consider the head of planning's report.

11 Exclusion of the public

To consider whether to exclude members of the press and public from the meeting for the following item of business under Part 1 of Schedule 12A Section 100A(4) of the Local Government Act 1972 and as amended by the Local Government (Access to Information) (Variation) Order 2006 on the grounds that:

- (i) it involves the likely disclosure of exempt information as defined in paragraphs 1 to 3 Part 1 of Schedule 12A of the Act, and
- (ii) the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

ITEMS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

The council hereby gives notice that it intends to hold part of this Cabinet meeting in private to consider the following items for the reasons set out in the 'exclusion of the public' item above. These reports are not available on the council's website.

12 Minutes (Page 33)

To adopt and sign as a correct record the exempt minutes of the Cabinet meeting held on 31 January 2019.

MARGARET REED

Head of Legal and Democratic

Minutes

OF A MEETING OF THE

Cabinet



Listening Learning Leading

HELD ON THURSDAY 31 JANUARY 2019 AT 6.00 PM

MEETING ROOM 1, 135 EASTERN AVENUE, MILTON PARK, OX14 4SB

Present:

Cabinet members: Councillors Jane Murphy (Chairman), Felix Bloomfield (Vice-Chairman), Kevin Bulmer, David Dodds, Paul Harrison and Bill Service

Officers: Steve Culliford, Andrew Down, Philip Ealey, Liz Hayden, Simon Hewings, William Jacobs, Holly Jones, Suzanne Malcolm, Margaret Reed, Melanie Smans, Richard Spraggett, Mark Stone, and Shona Ware

Also present:

Councillor David Turner

60 Apologies for absence

Councillors Anna Badcock, Lynn Lloyd and Caroline Newton had sent their apologies for absence.

61 Minutes

RESOLVED: to approve the minutes of the Cabinet meeting held on 18 December 2018 as a correct record and agree that the Chairman signs them as such.

62 Declaration of disclosable pecuniary interest

Councillor Jane Murphy declared a pecuniary interest in the grant application from the South Moreton Community Benefit Society Limited as she was a shareholder (minute 65 below refers).

63 Urgent business and chairman's announcements

None

64 Public participation

Cabinet received a statement from Stuart Scott-Ely, on behalf of Berinsfield Parish Council, expressing concern at the lack of progress on the Berinsfield community investment project. Referring to the report before Cabinet, he urged councillors to adopt option B: for the district council to invest considerable additional resources, staff and financial, to acquire land and deliver the new development and associated community infrastructure as a developer.

65 Community grants

Councillor Jane Murphy declared a pecuniary interest in the grant application from the South Moreton Community Benefit Society Limited, as she was a shareholder, and left the room during consideration of this item. Councillor Felix Bloomfield took the chair.

Cabinet considered the head of community services' report, which set out details of seven community grant applications. The applications were considered by the Community Grants Panel on 21 January 2019, which recommended Cabinet to award a grant in each case.

Cabinet concurred with the panel's recommendations.

RESOLVED: to

- (a) award a total of £117,590 in capital grants to the organisations listed below, including any specified non-standard conditions;

Applicant	Project	Grant awarded	Non-standard conditions
Warborough Parish Council	Play area relocation and improvement, and a new outdoor gym	£25,000	A satisfactory play inspection is carried out before the final grant payment is released.
Goring Village Hall	Improvements to the hall stage area (lighting, sounds, curtains)	£9,999	None
Little Milton Village Shop Limited	Flooring improvements and a patio area	£2,820	The applicant to work with the council's Economic Development team and/or the CFO community business advisor to develop a new business plan before the final grant payment is made.
Woodcote Village Hall	Lighting/electrical improvements and a projector for the main hall	£6,200	None
South Moreton Community Benefit Society Limited	Renovations to the community-owned pub to bring it back into use	£50,315	None

Applicant	Project	Grant awarded	Non-standard conditions
Sonning Common Parish Council	Village hall flat roof replacement and insulation	£13,444	None
Woodcote Parish Council	Pathway running from zebra crossing to school behind the village hall	£9,812	None

- (b) transfer £117,590 from the remaining £145,779 provisional 2018/19 capital grant budget to the approved 2018/19 capital grant budget (cost centre A308) to fund these grants.

66 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.

David Turner addressed Cabinet, welcoming the plan. The Joint Scrutiny Committee had debated the plan and made several suggestions, including the need to engage more with young people during the consultation, the need to consider climate change implications, and expressing a concern at the overlap with the consultation timetable for South Oxfordshire's Local Plan.

Cabinet welcomed the draft plan and noted the intention to engage young people as part of the consultation. 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.

RESOLVED: to

- (a) adopt the 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 31 January 2019;
- (b) approve the amendment to Table 16 of the Local Development Scheme as set out at paragraph 22 of the head of planning's report;
- (c) approve the Regulation 18 (Part 1) Issues consultation document for public consultation, as attached at Appendix 2 of 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.

67 Housing allocations policy

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

David Turner addressed Cabinet and praised the officers' work on the policy review.

Cabinet supported the revised policy, noting that it was a joint policy with Vale of White Horse District Council.

RESOLVED: to

- (a) adopt the Housing Allocations Policy, as appended to the head of housing and environment's report to Cabinet on 31 January 2019; and
- (b) authorise the head of housing and environment to make minor editorial changes to the policy.

68 Treasury management mid-year monitoring

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 management activities had been carried out in accordance with the treasury management strategy and policy. Cabinet concurred.

RECOMMENDED: to Council to approve the head of finance's 2018/19 treasury management mid-year monitoring report to Cabinet on 31 January 2019.

69 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 31 January 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 40 to 81) to the head of finance's report, and the lending criteria detailed in table 5 to that report.

70 Capital strategy 2019/20 to 2028/29

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, which is contained in appendix one of the report of the head of finance to Cabinet on 31 January 2019.

71 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.

David Turner addressed Cabinet, expressing concern at the loss of New Homes Bonus funding and hoped that solutions could be found for the future of the council.

The Cabinet member for finance introduced the report, and thanked officers for preparing the budget. The budget included some revenue growth proposals, set out the medium term financial plan, and proposed a council tax increase of £5 for Band D properties. Car parking charges might be reviewed mid-year, as would the councillor grants scheme; £0.5 million had been allocated to grants for 2019/20.

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 31 January 2019;
- (b) approve the capital programme for 2019/20 to 2023/24 as set out in appendix D.1 to the report, together with the capital programme changes as set out in appendix D.2 of the report;
- (c) set the council's prudential limits as listed in appendix E to the report;
- (d) approve the medium term financial plan to 2023/24 as set out in appendix F to the report;
- (e) allocate £500,000 to fund the Communities Capital and Revenue grant scheme; and
- (f) ask officers to review the Medium Term Financial Strategy following the 2019 spending review and Ministry of Housing, Communities and Local Government announcements of changes to the council's future funding streams.

RESOLVED to:

- (g) 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 14 February 2019; and
- (h) agree to maintain car park fees and charges at current levels.

72 Berinsfield community investment scheme

Councillors Felix Bloomfield and Bill Service left the meeting during the consideration of this item to allow them to determine and future planning policy matters for Berinsfield.

Cabinet considered the head of development and regeneration's report on the Berinsfield community investment scheme. This updated Cabinet on progress with the scheme and sought approval for the way forward.

The report set out the background to the Berinsfield project, provided options for the level of control that the council might wish to retain, and sought approval in principle for initial work to be carried out before a formal proposal was submitted to Cabinet in 2019, including actions for strengthened partnership working and clarification of roles and responsibilities. The report also sought a delegation to procure consultancy advice, and updated Cabinet on the Berinsfield community services grants programme.

The options set out in the report were:

- A. The council retained some element of control over the project while ensuring it did not take on too much responsibility and associated risk.
- B. The council invested considerable additional resources, staff and financial, to acquire the land (either alone or in partnership with other stakeholders) and deliver the new development and associated community infrastructure as a developer.

- C. The council retained only the level of control available through the planning process and, once the Local Plan had set the strategic framework, the major development site and infill sites in the existing village might be delivered by the private sector.

Cabinet considered that the aim was to improve Berinsfield for its local residents. To make this deliverable, the council had to manage the risks to the project's success. Options B and C were therefore rejected as they did not provide this control. Cabinet preferred option A, to retain some element of control over the project while ensuring the council did not take on too much responsibility and associated risk. The council would work with the Mount Farm landowner, with Oxfordshire County Council, Soha Housing, and Homes England in a partnership approach.

Cabinet noted, but did not debate, the confidential appendix.

RESOLVED: to

- (a) approve that the project becomes the phased but comprehensive enhancement and expansion of Berinsfield;
- (b) support the concept of Garden Village status and pursue this if it is demonstrated that this could enhance the ability to deliver the project;
- (c) define the council's desired roles and responsibilities through initial joint progression with the main landowners, to set in motion collaborative working agreements, clarifying roles and responsibilities, with Oxfordshire County Council, the Mount Farm landowner and Soha Housing, and to explore the potential advantages and disadvantages of upfront investment from Homes England, all with a view to bringing a formal proposal to Cabinet later in 2019;
- (d) approve the principle of retaining some element of control over the Berinsfield project, while ensuring that the council does not take on too much responsibility and associated risk;
- (e) authorise the head of development and regeneration, in consultation with the Cabinet member for development and regeneration, to procure any required professional and consultancy advice on the Berinsfield project, in accordance with the council's financial rules; and
- (f) undertake a review of the position in relation to land ownership in Berinsfield.

73 Exclusion of the Public

RESOLVED: to exclude members of the press and public from the meeting for the following items of business under Part 1 of Schedule 12A Section 100A(4) of the Local Government Act 1972 and as amended by the Local Government (Access to Information) (Variation) Order 2006 on the grounds that:

- i. they involve the likely disclosure of exempt information as defined in paragraphs 1,2 and 3 of Part 1 of Schedule 12A of the Act, and
- ii. the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

74 Berinsfield community investment scheme - exempt appendix

Cabinet received and noted the exempt information contained in the appendix to the head of development and regeneration's report on the Berinsfield community investment scheme.

75 Science Vale UK marketing

Cabinet considered a report on the Science Vale UK marketing campaign and agreed to terminate the marketing contract.

Cabinet Report



Report of Head of Community Services

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Wards affected: All

South Cabinet member responsible: Lynn Lloyd

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To: CABINET

Date: 9 April 2019

Developing a health and wellbeing strategy for South Oxfordshire District Council

Recommendations

- (a) That Cabinet agrees to developing a health and wellbeing strategy for South Oxfordshire 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) That Cabinet agree to consider developing a joint strategy with Vale of White Horse District Council, should the opportunity present itself.
- (c) That Cabinet notes 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.

Purpose of Report

1. This report seeks agreement to develop a strategy that sets out the council's aspirations and ambitions for improving the health and wellbeing of its communities.

Corporate Objectives

2. South Oxfordshire have a corporate objective to build thriving communities, which includes an objective to help people be healthy and active.

Background

3. Many of the council's services directly or indirectly impact on the health and wellbeing of communities. It's important because health and wellbeing impacts on productivity, demand on public services and quality of life.
4. The council is committed to enabling communities to live healthier lives, through the delivery of a range of services including leisure, community safety, housing, environmental services, parks, arts, community enablement, community engagement, planning, property and economic development, infrastructure and development.
5. A recent Healthy Place-shaping paper outlined that no single aspect of people's lives determines their health and wellbeing. Factors as varied as employment status, transport options, quality of housing and access to green space all affect people's health outcomes. Making sustainable change for the better requires a local approach, aiming to change the behaviour and health status of individuals in communities.
6. The Oxfordshire Joint Health and Wellbeing Strategy (2018 – 2023) is currently in draft for discussion. Developed by Oxfordshire County Council this document sets out the priorities for health and wellbeing at a county level. The Oxfordshire Growth Board have agreed to incorporate healthy place-shaping within the Oxfordshire Plan 2050. This will facilitate the creation of lasting benefits for the health and wellbeing of future generations of local people.
7. South Oxfordshire currently do not have a strategy that sets out their ambitions for health and wellbeing or their response to the Oxfordshire Joint Health and Wellbeing Strategy. A dedicated strategy for health and wellbeing for South Oxfordshire would also facilitate a co-ordinated response to the recent government publications: *Civil Society Strategy*; *A Connected Society* (a strategy for tackling loneliness) and *Prevention is better than cure*.

Approach

8. The strategy would need to complement the Oxfordshire Joint Health and Wellbeing Strategy. The starting point would be the wealth of data and insight available, to better understand our local health challenges, identify where we may be able to affect change and what actions we can take to achieve change.
9. A cross cutting agenda, such as health and wellbeing, requires a collaborative approach, working with partners in both the public, private and voluntary sector as well as with our communities. An engagement plan which brings together a range of individuals and organisations to tackle our health needs will be required in addition to a consultation plan. Consideration will also be given to developing the strategy jointly with Vale of White Horse District Council.

Milestones

10. The high level milestones to draft the strategy are:

April – May 2019	<p>Establish local health needs using data analysis and insight</p> <p>Review the wider policy context</p> <p>Define and agree the scope</p>
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June - July 2019	Stakeholder mapping and early engagement to shape draft priorities
November 2019	Cabinet decision to agree the strategy and the priorities
January – February 2020	Action planning using co-production approach. Adoption of action plan
Ongoing	Review and evaluation

Options

11. Option 1 Do not develop a strategy. The council could just respond to the Oxfordshire Joint Health and Wellbeing Strategy, once it is finalised. This approach risks a reactive response and a missed opportunity for district council services to work collaboratively with partners to target activity that will deliver change at a local level.
12. Option 2 Develop a strategy for the council. This would provide a framework for the council to respond to the Oxfordshire Joint Health and Wellbeing Strategy as well as the government strategies mentioned in paragraph 7.

Financial Implications

13. There are no financial implications to draft and engage with key stakeholders upon the strategy. This can be met within existing budgets.
14. A discretionary growth bid of £5,000 was agreed to provide some seed funding for the strategy in 2019/20 and £7,500 in years 2020/21 until 2023/24. Any actions that emerge from the draft strategy that require funding outside of approved budgets, will need a separate funding strategy. It's anticipated this funding strategy will be based on seeking external funding and pooling funding to deliver shared outcomes.

Legal Implications

15. The council has a specific statutory wellbeing power, allowing it to undertake any reasonable activity to support the wellbeing of residents.

Risks

16. Two key risks have been identified to date:
17. Scope creep: there is a risk the scope of the council's strategy could expand due to the breadth of the subject matter. The council has a specific statutory wellbeing power, allowing it to undertake any reasonable activity to support the wellbeing of residents. The strategy will need to reflect this but will also need to be clear on aspects where the council has a specific delivery responsibility versus the areas where it will exert influence and act as an enabler and facilitator, for example, in co-ordinating external funding opportunities.
18. Confusion with the strategy title: there is a risk that the district council strategy will be confused with the Oxfordshire Joint Health and Wellbeing Strategy. To mitigate against this risk, the strategy will have a working title of "Happier Healthier Communities".

Other implications

19. A strategy for health and wellbeing would provide the opportunity to review how best to address health inequalities in opportunity and or outcome, and inequalities of access.

Conclusion

20. Developing a strategy for South Oxfordshire that sets out the council's aspirations and ambitions for improving the health and wellbeing of their communities provides an opportunity to work collaboratively with our partners to deliver improved health and wellbeing outcomes in our local communities.

Background Papers

- None

Cabinet Report



Listening Learning Leading

Report of: Head of Community Services – Donna Pentelow

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Wards affected: Thame

Cabinet member responsible: Lynn Lloyd

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To: CABINET

Date: 9 April 2019

Thame Leisure Centre – boiler replacement

Recommendation

That Cabinet agrees to award a JCT Design and Build Contract to Oxford Direct Services to carry out the works to replace the two boilers at Thame Leisure Centre at a cost of £130,466.

Purpose of Report

1. To request cabinet's approval to appoint Oxford Direct Services to undertake the boiler replacement works at Thame Leisure Centre, Oxford Road, Thame, South Oxfordshire OX9 2BB.

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 South Oxfordshire".

Background

3. The boilers at Thame Leisure Centre generate and supply heat for the swimming pools and all other areas of the building. Due to mechanical failure, one of the two existing boilers has now had to be isolated from service leaving just one boiler and a Combined Heat and Power Unit (CHP), to meet the full demand of heating two swimming pools, sports hall, changing areas, gym, studios, hot water and reception areas.

4. Any further failure to either the CHP or the remaining boiler may result in significantly lower building temperatures and or loss of service to all or parts of the building. To avoid this the client team have been planning a controlled replacement of the boilers into more efficient and flexible modular units that will meet the energy demands of the centre whilst reducing operating costs and delivering improved carbon efficiencies.
5. The schedule of works has been programmed in a way which allows the service to continue without disruption to customers.
6. The Council has undertaken the procurement process in line with the Capita procurement process in order to secure a suitable contractor to carry out the works. The Council received four compliant tenders and following evaluation, Oxford Direct Services have been selected as the most economically advantageous tender to undertake the works at a contract cost of £130,466. Details of the evaluation process and the prices submitted in the procurement process are detailed in appendix 1.

Options

7. Failure to carry out these works in a planned way and if the remaining boiler were to fail would result in a loss of service. This would cause significant dissatisfaction among customer and school users and reputational damage to the council.

Financial Implications

8. This project will be funded from the approved leisure facilities essential repairs and maintenance budget.

Legal Implications

9. The appointment of the contractor would be made through use of a JCT Contract which would be finalised with the legal team. This form of contract maximises the guarantees to the council for the works undertaken.

Risks

10. To minimise or negate risks, the provision of Risk Assessments and Method Statements (RAMS), a Project Lifetime and a Construction Phase Plan formed part of the Request for Quotation Employers Requirements in the procurement process.

Other implications

11. None

Conclusion

12. Officers recommend that the boilers at Thame Leisure Centre are replaced at the earliest opportunity, to maintain service provision to the residents and visitors of South Oxfordshire.

Background Papers

None

Appendix 1

Tenders received for Thame boiler replacement:

The evaluation of all submissions was based on a financial and technical split, 60% of the marks were awarded for the financial submission and 40% was available to the technical information provided. The technical evaluation was based on five questions which covered the way in which the programme of works would be delivered, the resources each contractor would apply to the works. It also included the Health and safety planning and risk management of the project and how sub-contractors would be selected which included their qualifications and experience and then managed. The final aspect of the technical evaluation was the delivery of the project on site whilst maintaining the service and the continuity of the works and then the way in which the contractor dealt with defects and their rectification.

The table below provides the value of the tenders submitted and the average score awarded from each of the three officers who evaluated the submissions.

N/C applies to companies whose bids were not compliant.

Company	Tender Value	Evaluation One	Evaluation Two	Evaluation Three	Total Score
Company A	N/C	N/C	N/C	N/C	N/C
Company B	N/C	N/C	N/C	N/C	N/C
Company C	£130,466	86	92	76	84%
Company D	£145,535	75	73	71	73%
Company E	£188,798	63	63	60	62%
Company F	N/C	N/C	N/C	N/C	N/C
Company G	£271,000	46	48	50	48%

Company C are the recommended company to appoint based on a score of 84%.

Cabinet Report



Listening Learning Leading

Report of Head of Planning

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Wards affected: Cholsey

Cabinet member responsible: Cllr. Felix Bloomfield

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To: CABINET

Date: 9 April 2019

Making the Cholsey Neighbourhood Development Plan

Recommendations:

That Cabinet recommends to Council:

1. To make the Cholsey Neighbourhood Development Plan so that it continues to be part of the council's development plan.
2. to delegate to the Head of Planning, in agreement with the Qualifying Body, the correction of any spelling, grammatical, typographical or factual errors together with any improvements from a presentational perspective.

Purpose of Report

1. To update the Cabinet on progress of the Cholsey Neighbourhood Development Plan and to present the relevant considerations in relation to whether this plan should be made (formally adopted).

Corporate Objectives

2. Strongly supporting the development of neighbourhood plans for our towns and villages.

Background

3. Cholsey Parish Council successfully applied for the entire parish area to be designated as a Neighbourhood Area under the Neighbourhood Planning (General) Regulations (2012).
4. The preparation of the plan was led by the parish council ('the qualifying body') and a group of volunteers from the local community.
5. Following the formal submission of the Cholsey Neighbourhood Development Plan (the Plan) to the council, the council publicised the Plan and invited comments from the public and stakeholders.
6. The council appointed Mr Andrew Ashcroft to examine the Plan. Examiners are tasked with reviewing whether a neighbourhood plan meets the basic conditions required by legislation and whether it should proceed to referendum. The examiner's report concluded that the Plan meets the basic conditions, and that subject to the modifications proposed in the report, the Plan should proceed to referendum.
7. The modifications proposed by the examiner are largely minor in nature; re-wording and restructuring for clarity and to ensure the basic conditions are met. More significant modifications recommended by the examiner include:
 - (a) The deletion of Policy CNP H6 as the policy wording is considered to be unduly restrictive and as such does not have regard to national policy. The modification also included the deletion of the associated supporting text.
 - (b) Separating the two components of the policy CNP H3 (range and mix of homes required and support for self-build). This approach will focus the range and mix element of the policy on the allocated sites and will naturally allow self-build and custom build homes to come forward on other sites in the neighbourhood area.
8. Having considered the examiner's recommendations and reasons for them the Cabinet Member for Planning decided on 24 January 2019:
 1. To accept all modifications recommended by the Examiner;
 2. to determine that the Cholsey Neighbourhood Development Plan, as modified, meets the basic conditions, is compatible with the Convention rights, complies with the definition of a neighbourhood development plan (NDP) and the provisions that can be made by a NDP; and
 3. to take all appropriate actions to progress the Cholsey Neighbourhood Development Plan to referendum.
9. The modifications to the plan were made and the referendum version of the Plan was published on 31 January 2019 alongside the decision statements required under Regulation 18(2)(a) of the Neighbourhood Planning (General) Regulations (2012).

Options

10. The council's options are limited by statute. Paragraph 38A (4)(a) of the Planning and Compulsory Purchase Act 2004 sets out that the council must make a neighbourhood

plan if more than half of those voting at the referendum have voted in favour of the plan being used to help decide planning applications in the plan area.

11. The only circumstance where the district council should not make this decision is where the making of the plan would breach, or would otherwise be incompatible with, any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 1998).
12. Section 3 of the Neighbourhood Planning Act 2017, which came into force on 19 July 2017, amends section 38 of the Planning and Compulsory Purchase Act 2004 to ensure that neighbourhood plans have full legal effect once they have passed their local referenda. In the very limited circumstances that the council might decide not to make the neighbourhood development plan, it will cease to be part of the development plan for the area.
13. The council's decision on 24 January 2019 (referred to in paragraph 8), published in the decision statement issued on 31 January 2019 (referred to in paragraph 9), confirmed that the Cholsey Neighbourhood Development Plan, as modified by the Examiner's recommendations, would not breach, and be otherwise incompatible with EU obligations or human rights legislation.
14. Therefore, if the majority of those voting have voted in favour of the Cholsey Neighbourhood Plan being used to help decide planning applications in the plan area, to not make the plan would be in breach of these statutory provisions.

Referendum

15. A referendum relating to the adoption of the Cholsey Neighbourhood Development Plan was held on Thursday 14 March 2019.
16. The question which was asked in the Referendum was: *"Do you want South Oxfordshire District Council to use the Neighbourhood Plan for Cholsey to help it decide planning applications in the neighbourhood area?"*
17. The result was as follows:
 - a. Yes = 931 votes (95.6%)
 - b. No = 43 votes (4.4%)
 - c. Turnout = 32.7%
18. The majority of local electors voted in favour of the plan; therefore, the Cholsey Neighbourhood Plan has become part of the council's development plan.
19. As the plan was approved at the local referendum and the council is satisfied it would not breach and be otherwise incompatible with EU obligations or human rights legislation, the council is required make the Cholsey Neighbourhood Development Plan so that it continues to be part of the council's development plan.

Financial Implications

20. The Government makes funding available to local authorities to help them meet the cost of their responsibilities around neighbourhood planning. A total of £20,000 can be

claimed for each neighbourhood planning area. The council becomes eligible to apply to receive this single payment once a date is set for the referendum, after a successful examination. The Government grant funds the process of progressing neighbourhood plans through the formal stages, including the referendum. Any costs incurred in the formal stages in excess of £20,000 is borne by the council. Staffing costs associated with supporting community groups and progressing neighbourhood plans through the formal stages are funded by the council.

Legal Implications

21. The decision to make the Cholsey Neighbourhood Plan is a legal requirement in the Planning and Compulsory Purchase Act 2004. The only circumstance where the district council should not make this decision is where the making of the plan would breach, or would otherwise be incompatible with, any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 1998). There is a requirement that the district council will publish a formal decision statement as required under the Neighbourhood Planning (General) Regulations 2012.
22. It is not considered that the Cholsey Neighbourhood Development Plan would breach, or would otherwise be incompatible with, any such obligation or rights. Therefore, the council should now proceed to make the plan.

Risks

23. The council is required to comply with the statutory requirements (to consider whether the Cholsey Neighbourhood Development Plan should be made following successful local referendum), which this recommendation seeks to achieve. In view of the considerations referred to elsewhere in this report, as the majority of those voting have voted in favour of the plan at its local referendum, a decision not to make the plan would place the council at risk of a legal challenge.

Conclusion

24. On the 24 January 2019, the council decided:

1. To accept all modifications recommended by the Examiner;
2. to determine that the Cholsey Neighbourhood Development Plan, as modified, meets the basic conditions, is compatible with the Convention rights, complies with the definition of a neighbourhood development plan (NDP) and the provisions that can be made by a NDP; and
3. to take all appropriate actions to progress the Cholsey Neighbourhood Development Plan to referendum.

25. The local referendum was held on 14 March 2019 to meet the requirements of The Localism Act 2011 and The Neighbourhood Planning (Referendums) Regulations 2012.

26. As the majority of those voting have voted in favour of the Plan being used to help decide planning applications in the plan area, it is recommended that the Cholsey Neighbourhood Development Plan is made.

Cabinet Report



Listening Learning Leading

Report of Head of Planning

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To: CABINET

Date: 9 April 2019

Making the East Hagbourne Neighbourhood Development Plan

Recommendations:

That Cabinet recommends to Council:

1. To make the East Hagbourne Neighbourhood Development Plan so that it continues to be part of the council's development plan.
2. to delegate to the Head of Planning, in agreement with the Qualifying Body, the correction of any spelling, grammatical, typographical or factual errors together with any improvements from a presentational perspective.

Purpose of Report

1. To update the Cabinet on progress of the East Hagbourne Neighbourhood Development Plan and to present the relevant considerations in relation to whether this plan should be made (formally adopted).

Corporate Objectives

2. Strongly supporting the development of neighbourhood plans for our towns and villages.

Background

3. East Hagbourne Parish Council successfully applied for the entire parish area to be designated as a Neighbourhood Area under the Neighbourhood Planning (General) Regulations (2012).
4. The preparation of the plan was led by the parish council ('the qualifying body') and a group of volunteers from the local community.
5. Following the formal submission of the East Hagbourne Neighbourhood Development Plan (the Plan) to the council, the council publicised the Plan and invited comments from the public and stakeholders.
6. The council appointed Mr. Andrew Ashcroft to examine the Plan. Examiners are tasked with reviewing whether a neighbourhood plan meets the basic conditions required by legislation and whether it should proceed to referendum. The examiner's report concluded that the Plan meets the basic conditions, and that subject to the modifications proposed in the report, the Plan should proceed to referendum.
7. The modifications proposed by the examiner are largely minor in nature; re-wording and restructuring for clarity and to ensure the basic conditions are met. More significant modifications recommended by the examiner include:
 - (a) The deletion of Policy VC1b and supporting text as there isn't sufficient justification for the application of a specific policy beyond the range of national and local policies that are available to safeguard the matters identified within the proposed local gap.
 - (b) Modifications to Policy VC5 to distinguish between Designated Heritage Assets and Non-Designated Heritage Assets within the policy. This is to ensure the policy has regard to advice contained in the National Planning Policy Framework.
 - (c) Modifications to Policy CF2 to identify the key East Hagbourne community facilities in the policy.
8. Having considered the examiner's recommendations and reasons for them the Cabinet Member for Planning decided on 24 January 2019:
 1. To accept all modifications recommended by the Examiner;
 2. to determine that the East Hagbourne Neighbourhood Development Plan, as modified, meets the basic conditions, is compatible with the Convention rights, complies with the definition of a neighbourhood development plan (NDP) and the provisions that can be made by a NDP; and
 3. to take all appropriate actions to progress the East Hagbourne Neighbourhood Development Plan to referendum.
9. The modifications to the plan were made and the referendum version of the Plan was published on 31 January 2019 alongside the decision statements required under Regulation 18(2)(a) of the Neighbourhood Planning (General) Regulations (2012).

Options

10. The council's options are limited by statute. Paragraph 38A (4)(a) of the Planning and Compulsory Purchase Act 2004 sets out that the council must make a neighbourhood plan if more than half of those voting at the referendum have voted in favour of the plan being used to help decide planning applications in the plan area.
11. The only circumstance where the district council should not make this decision is where the making of the plan would breach, or would otherwise be incompatible with, any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 1998).
12. Section 3 of the Neighbourhood Planning Act 2017, which came into force on 19 July 2017, amends section 38 of the Planning and Compulsory Purchase Act 2004 to ensure that neighbourhood plans have full legal effect once they have passed their local referenda. In the very limited circumstances that the council might decide not to make the neighbourhood development plan, it will cease to be part of the development plan for the area.
13. The council's decision on 24 January 2018 (referred to in paragraphs 8), published in the decision statement issued on 31 January 2019 (referred to in paragraph 9), confirmed that the East Hagbourne Neighbourhood Development Plan, as modified by the Examiner's recommendations, would not breach, and be otherwise incompatible with EU obligations or human rights legislation.
14. Therefore, if the majority of those voting have voted in favour of the East Hagbourne Neighbourhood Plan being used to help decide planning applications in the plan area, to not make the plan would be in breach of these statutory provisions.

Referendum

15. A referendum relating to the adoption of the East Hagbourne Neighbourhood Development Plan was held on Thursday 14 March 2019.
16. The question which was asked in the Referendum was: *"Do you want South Oxfordshire District Council to use the Neighbourhood Plan for East Hagbourne to help it decide planning applications in the neighbourhood area?"*
17. The result was as follows:
 - a. Yes = 360 votes (93.5%)
 - b. No = 25 (6.5%)
 - c. Turnout = 41.3%
18. The majority of local electors voted in favour of the plan; therefore, the East Hagbourne Neighbourhood Plan has become part of the council's development plan.
19. As the plan was approved at the local referendum and the council is satisfied it would not breach and be otherwise incompatible with EU obligations or human rights legislation, the council is required make the East Hagbourne Neighbourhood Development Plan so that it continues to be part of the council's development plan.

Financial Implications

20. The Government makes funding available to local authorities to help them meet the cost of their responsibilities around neighbourhood planning. A total of £20,000 can be claimed for each neighbourhood planning area. The council becomes eligible to apply to receive this single payment once a date is set for the referendum, after a successful examination. The Government grant funds the process of progressing neighbourhood plans through the formal stages, including the referendum. Any costs incurred in the formal stages in excess of £20,000 is borne by the council. Staffing costs associated with supporting community groups and progressing neighbourhood plans through the formal stages are funded by the council.

Legal Implications

21. The decision to make the East Hagbourne Neighbourhood Plan is a legal requirement in the Planning and Compulsory Purchase Act 2004. The only circumstance where the district council should not make this decision is where the making of the plan would breach, or would otherwise be incompatible with, any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 1998). There is a requirement that the district council will publish a formal decision statement as required under the Neighbourhood Planning (General) Regulations 2012.
22. It is not considered that the East Hagbourne Neighbourhood Development Plan would breach, or would otherwise be incompatible with, any such obligation or rights. Therefore, the council should now proceed to make the plan.

Risks

23. The council is required to comply with the statutory requirements (to consider whether the East Hagbourne Neighbourhood Development Plan should be made following successful local referendum), which this recommendation seeks to achieve. In view of the considerations referred to elsewhere in this report, as the majority of those voting have voted in favour of the plan at its local referendum, a decision not to make the plan would place the council at risk of a legal challenge.

Conclusion

24. On 24 January 2019, the council decided:

1. To accept all modifications recommended by the Examiner;
2. to determine that the East Hagbourne Neighbourhood Development Plan, as modified, meets the basic conditions, is compatible with the Convention rights, complies with the definition of a neighbourhood development plan (NDP) and the provisions that can be made by a NDP; and
3. to take all appropriate actions to progress the East Hagbourne Neighbourhood Development Plan to referendum.

25. The local referendum was held on 14 March 2019 to meet the requirements of The Localism Act 2011 and The Neighbourhood Planning (Referendums) Regulations 2012.

26. As the majority of those voting have voted in favour of the Plan being used to help decide planning applications in the plan area, it is recommended that the East Hagbourne Neighbourhood Development Plan is made.

Background Papers

None

Cabinet Report



Listening Learning Leading

Report of Head of Planning

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To: CABINET

Date: 9 April 2019

Making the Pyrton Neighbourhood Development Plan

Recommendations:

That Cabinet recommends to Council:

1. To make the Pyrton Neighbourhood Development Plan so that it continues to be part of the council's development plan.
2. to delegate to the Head of Planning, in agreement with the Qualifying Body, the correction of any spelling, grammatical, typographical or factual errors together with any improvements from a presentational perspective.

Purpose of Report

1. To update the Cabinet on progress of the Pyrton Neighbourhood Development Plan and to present the relevant considerations in relation to whether this plan should be made (formally adopted).

Corporate Objectives

2. Strongly supporting the development of neighbourhood plans for our towns and villages.

Background

3. Pyrton Parish Council successfully applied for the entire parish area to be designated as a Neighbourhood Area under the Neighbourhood Planning (General) Regulations (2012).
4. The preparation of the plan was led by the parish council ('the qualifying body') and a group of volunteers from the local community.
5. Following the formal submission of the Pyrton Neighbourhood Development Plan (the Plan) to the council, the council publicised the Plan and invited comments from the public and stakeholders.
6. The council appointed Mr. Timothy Jones to examine the Plan. Examiners are tasked with reviewing whether a neighbourhood plan meets the basic conditions required by legislation and whether it should proceed to referendum. The examiner's report concluded that the Plan meets the basic conditions, and that subject to the modifications proposed in the report, the Plan should proceed to referendum.
7. The modifications proposed by the examiner are largely minor in nature; re-wording and restructuring for clarity and to ensure the basic conditions are met. More significant modifications recommended by the examiner include:
 - (a) A number of modifications have been made to ensure the Plan does not promote excessively low density development. The changes made to the Plan ensure it promotes efficient use of land as required by national and local strategic policies whilst also being able to adequately address development in sensitive locations, where lower densities may be justified.
 - (b) The Plan has been factually updated in various places following the recent adoption of the Pyrton Conservation Area Appraisal and the revised Conservation Area boundary.
 - (c) The Plan has also been factually updated in various places to acknowledge the fact that the council can demonstrate a 5 Year Housing Land Supply.
8. Having considered the examiner's recommendations and reasons for them, the Cabinet Member for Planning decided on 24 January 2019:
 1. To accept all modifications recommended by the Examiner;
 2. to determine that the Pyrton Neighbourhood Development Plan, as modified, meets the basic conditions, is compatible with the Convention rights, complies with the definition of a neighbourhood development plan (NDP) and the provisions that can be made by a NDP; and
 3. to take all appropriate actions to progress the Pyrton Neighbourhood Development Plan to referendum.
9. The modifications to the plan were made and the referendum version of the Plan was published on 31 January 2019 alongside the decision statements required under Regulation 18(2)(a) of the Neighbourhood Planning (General) Regulations (2012).

Options

10. The council's options are limited by statute. Paragraph 38A (4)(a) of the Planning and Compulsory Purchase Act 2004 sets out that the council must make a neighbourhood plan if more than half of those voting at the referendum have voted in favour of the plan being used to help decide planning applications in the plan area.
11. The only circumstance where the district council should not make this decision is where the making of the plan would breach, or would otherwise be incompatible with, any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 1998).
12. Section 3 of the Neighbourhood Planning Act 2017, which came into force on 19 July 2017, amends section 38 of the Planning and Compulsory Purchase Act 2004 to ensure that neighbourhood plans have full legal effect once they have passed their local referenda. In the very limited circumstances that the council might decide not to make the neighbourhood development plan, it will cease to be part of the development plan for the area.
13. The council's decision on 24 January 2019 (referred to in paragraph 8), published in the decision statement issued on 31 January 2019 (referred to in paragraph 9), confirmed that the Pyrton Neighbourhood Development Plan, as modified by the Examiner's recommendations, would not breach, and be otherwise incompatible with EU obligations or human rights legislation.
14. Therefore, if the majority of those voting have voted in favour of the Pyrton Neighbourhood Plan being used to help decide planning applications in the plan area, to not make the plan would be in breach of these statutory provisions.

Referendum

15. A referendum relating to the adoption of the Pyrton Neighbourhood Development Plan was held on Thursday 14 March 2019.
16. The question which was asked in the Referendum was: *"Do you want South Oxfordshire District Council to use the Neighbourhood Plan for Pyrton to help it decide planning applications in the neighbourhood area?"*
17. The result was as follows:
 - a. Yes = 76 votes (98.7%)
 - b. No = 1 vote (1.3%)
 - c. Turnout = 49.04 %
18. The majority of local electors voted in favour of the plan; therefore, the Pyrton Neighbourhood Plan has become part of the council's development plan.
19. As the plan was approved at the local referendum and the council is satisfied it would not breach and be otherwise incompatible with EU obligations or human rights legislation, the council is required make the Pyrton Neighbourhood Development Plan so that it continues to be part of the council's development plan.

Financial Implications

20. The Government makes funding available to local authorities to help them meet the cost of their responsibilities around neighbourhood planning. A total of £20,000 can be claimed for each neighbourhood planning area. The council becomes eligible to apply to receive this single payment once a date is set for the referendum, after a successful examination. The Government grant funds the process of progressing neighbourhood plans through the formal stages, including the referendum. Any costs incurred in the formal stages in excess of £20,000 is borne by the council. Staffing costs associated with supporting community groups and progressing neighbourhood plans through the formal stages are funded by the council.

Legal Implications

21. The decision to make the Pyrton Neighbourhood Plan is a legal requirement in the Planning and Compulsory Purchase Act 2004. The only circumstance where the district council should not make this decision is where the making of the Plan would breach, or would otherwise be incompatible with, any EU obligation or any of the Convention rights (within the meaning of the Human Rights Act 1998). There is a requirement that the district council will publish a formal decision statement as required under the Neighbourhood Planning (General) Regulations 2012.
22. It is not considered that the Pyrton Neighbourhood Development Plan would breach, or would otherwise be incompatible with, any such obligation or rights. Therefore, the council should now proceed to make the plan.

Risks

23. The council is required to comply with the statutory requirements (to consider whether the Pyrton Neighbourhood Development Plan should be made following successful local referendum), which this recommendation seeks to achieve. In view of the considerations referred to elsewhere in this report, as the majority of those voting have voted in favour of the plan at its local referendum, a decision not to make the plan would place the council at risk of a legal challenge.

Conclusion

24. On the 24 January 2019, the council decided:

1. To accept all modifications recommended by the Examiner;
2. to determine that the Pyrton Neighbourhood Development Plan, as modified, meets the basic conditions, is compatible with the Convention rights, complies with the definition of a neighbourhood development plan (NDP) and the provisions that can be made by a NDP; and
3. to take all appropriate actions to progress the Pyrton Neighbourhood Development Plan to referendum.

25. The local referendum was held on 14 March 2019 to meet the requirements of The Localism Act 2011 and The Neighbourhood Planning (Referendums) Regulations 2012.

26. As the majority of those voting have voted in favour of the Plan being used to help decide planning applications in the plan area, it is recommended that the Pyrton Neighbourhood Development Plan is made.

Background Papers

None

Document is Restricted