

Council



Listening Learning Leading

Contact Officer: Steven Corrigan

Tel: 07717 274704

E-mail: steven.corrigan@southoxon.gov.uk

Date: 17 March 2021

Website: www.southoxon.gov.uk

Summons to attend a meeting of Council

to be held on

THURSDAY 25 MARCH 2021 AT 6.00 PM

As a

VIRTUAL MEETING

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MARGARET REED
Head of Legal and Democratic

Agenda

1 Apologies for absence

To record apologies for absence.

2 Minutes (Pages 10 - 32)

To adopt and sign as a correct record the Council minutes of the meeting held on 11 February 2021 - attached.

3 Declarations 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.

6 Petitions

To receive any petitions from the public.

7 A Joint Local Plan (Pages 33 - 60)

At its meeting on 18 March 2021 Cabinet will consider a report on the case for preparing a Joint Local Plan, instead of separate local plans for South Oxfordshire and Vale of White Horse district councils. The report of the head of planning which Cabinet will consider on 18 March is attached.

The recommendations of Cabinet will be circulated to all councillors following the Cabinet meeting.

8 Section 106 request - Sonning Common Parish Council (Pages 61 - 65)

At its meeting on 18 March 2021 Cabinet will consider a report on a request from Sonning Common Parish Council to release funds from two S106 contributions. The funding would go towards the ground levelling, creating public access and the installation of fence along the western boundary at the Memorial Hall Field, Reade's Lane, Sonning Common.

The report of the acting deputy chief executive - place which Cabinet will consider on 18 March is attached.

The recommendations of Cabinet will be circulated to all councillors following the Cabinet meeting.

9 Section 106 request - Thame Town Council (Pages 66 - 76)

At its meeting on 18 March 2021 Cabinet will consider a report on a request from Thame Town Council to release funds from eight S106 contributions. The funding would replace an existing grass pitch with a new full-size (100m x 64m) Floodlit 3G Football Turf Pitch (FTP) with pitch markings to accommodate a variety of football pitches, mini soccer pitches and training areas at The ASM Stadium, Meadow View Park, Thame.

The report of the acting deputy chief executive - place which Cabinet will consider on 18 March is attached.

The recommendations of Cabinet will be circulated to all councillors following the Cabinet meeting.

10 Further extension of term of office of independent persons for code of conduct matters (Pages 77 - 79)

To consider the report of the head of legal and democratic and monitoring officer on extending the term of office of two independent persons to advise on code of conduct issues – attached.

11 Report of the leader of the council

To receive the report of the leader of the council.

12 Questions on notice

To receive questions from councillors in accordance with Council procedure rule 33.

A. Question from Councillor Gillespie to Councillor Simpson, Cabinet member for planning

Master planning for Land North of Bayswater Brook has started. The developers say that they are awaiting guidance from South Oxfordshire District Council to enable them to advance their traffic modelling. The Planning Inspector recommended a “Low Car” development:

What is South Oxfordshire District Council’s Planning Department’s vision for a Low Car development? How can this ensure that current unsustainable levels of traffic and associated environmental damage will be mitigated?

B. Question from Councillor Arlett to Councillor Bennett, Cabinet member for economic development and regeneration

A paper went to Cabinet on 1 October 2020 on 'Affordable Housing S 106, commuted sums South' - over 5 months ago. The paper stated that bids could be made for Affordable Housing Schemes from 1 April 2021 with a closing date of 30 June 2021.

Why are these dates now not being adhered to, as SODC have £3.883 million just sitting in an account ready to invest in much needed affordable housing?

13 Motions on notice

To consider motions from councillors in accordance with Council procedure rule 38.

A. Motion to be proposed by Councillor Dragonetti, seconded by Councillor Robb:

Council recognises the importance of a high-quality, beautiful natural environment for current and future residents of our rural District, and the negative impact that high voltage power lines can have on visual amenity.

Council also acknowledges the importance of landscape beauty to the setting of the historic city of Oxford.

Council identifies that the economic benefit of providing beautiful environments for housing development provides a long lasting benefit that enhances the long term value of a location, attracting the workforce needed to sustain the growth of the local economy.

Three of the strategic sites allocated in South Oxfordshire's Local Plan 2035 are overhung by high voltage power lines. Grenoble Road, Culham and Northfield.

This Council will:

1. Work with partners including National Grid, electricity providers, developers, landowners, and other local authorities, to explore all options including financing options for the undergrounding of all high voltage overhead powerlines over the strategic sites in the Local Plan 2035, with a view to requiring that these sites have active plans for the removal of overhead high voltage power lines before 2040.
2. Have, as a long-term ambition by 2050, the undergrounding of the existing 400kv line that bisects the Ladygrove Estates in Didcot.

B. Motion to be proposed by Councillor Robb, seconded by Councillor Gillespie:

Council notes the growing body of evidence demonstrating the harmful impacts of light pollution on human health and sleep, biodiversity and carbon emissions. A literature review from Nature magazine in 2018 concludes that: "light at night is exerting pervasive, long term stress on ecosystems, from coasts to farmland to

urban waterways, many of which are already suffering from other, more well-known forms of pollution”

Light pollution is not only damaging our physical and mental health, it is also harming plants, insects and nocturnal animals and is eroding the most primal of connections: the deep sense of awe and wonder we experience at the sight of a starry sky.

Council acknowledges the work of the All Party Parliamentary Group on Dark Skies and welcomes its recommendations. www.appgdarkskies.co.uk

Council recognises that Oxfordshire County Council controls lighting schemes on adopted highways.

This Council will:

1. Ensure that limiting light pollution and preserving dark skies are key priorities for planning policies and design guides, including master-planning of sites.
2. Work with Neighbourhood Planning groups to encourage the implementation of dark sky friendly lighting policies in Neighbourhood Plans.
3. Encourage the incorporation of dark sky friendly lighting schemes and avoid unnecessary lighting for all new development.
4. Write to MPs and government calling for the APPG’s ten recommendations on dark skies to be implemented through new legislation and reform of the planning system. These recommendations include reform of the NPPF to make extensive and specific reference to control of obtrusive light and to introduce strict regulation of exterior lighting, setting standards for brightness, colour and temperature of all lighting and empowering local authorities to stop nuisance lighting.
5. Work proactively with partners, Oxfordshire County Council as Highway Authority and others, to highlight the importance of dark skies, the need to limit the impact of lighting and to encourage policies to reflect best practice in lighting design.
6. Use our communications channels to increase understanding among residents and businesses of the importance of dark skies and limiting light pollution.

C. Motion to be proposed by Councillor Dragonetti, seconded by Councillor Gillespie:

This council supports the local network of pubs in the district, and will use its powers to ensure that pubs continue to be able to provide for the local community, in accordance with Local Plan Policy CF1, which notes that the council will support communities in protecting, enhancing and delivering community and recreation facilities in their towns and villages.

With pubs under continual threat of closure and conversion, where there is strong community support evidenced by submission of a nomination as an Asset of Community Value or opposition to a planning application for change of use, the council will use all its available powers, where appropriate, to support communities in their efforts to retain pubs for the benefit of both local community and the whole

district.

D. Motion to be proposed by Councillor Bennett, seconded by Councillor Levy:

Council notes that:

The pandemic has had profound effects on our district's economic, social and physical wellbeing.

Building on the themes in the adopted Corporate Plan, there is an opportunity for Council to support a green recovery and benefit our residents and businesses in a holistic way.

'Community wealth-building' is an approach being used in the public sector across the UK, with 'the Preston model' perhaps being the most well-known example.

The five core principles of community wealth-building are considered to be:

- Plural ownership of the economy.
- Making financial power work for local places.
- Fair employment practices and just labour markets.
- Progressive procurement of goods and services.
- Socially productive use of land and property.

Council asks officers to explore how the concepts of 'community wealth-building' can be applied to the South Oxfordshire context, with particular reference to:

- The role procurement by anchor institutions could play in local economic recovery
- The council's land, investment and property policies
- Place-specific actions to enhance community resilience

E. Motion to be proposed by Councillor Cooper, seconded by Councillor Rouane:

Council Notes:

- As specified in the South Oxfordshire Local Plan 2035 the district council has planned for 30,056 new homes in the period 2011-2035, of which 16,360 have already been built.
- The Oxfordshire Clinical Commissioning Group is responsible for ensuring health provision for our growing population is provided.
- If section 106 contributions from developers agreed by the District Council are not used by the CCG within a set time, the money could be paid back to the developer, which would result in an under-provision of health care in our communities.
- Despite significant effort by council officers and local health professionals, the

current system is preventing the provision of health services that local people need and deserve.

- Our planning service and planning committee are therefore under pressure to approve new housing without plans for healthcare in place.

Council Believes:

- This council has an important role in improving the health and wellbeing of our residents.
- Primary health provision should be planned based on population growth and vision for health care provision in the district.
- That sufficient infrastructure such as transport, health and education should be provided alongside, and preferably ahead of new housing development.
- The current national system for ensuring health infrastructure is provided, through Clinical Commissioning Groups, is not working.

Council requests:

1. Officers continue to work with Oxfordshire Clinical Commissioning Group contacts to ensure sufficient provision is made for primary care services for growth areas such as Didcot, Wallingford and other location under pressure.

2. The Council leader write to Oxfordshire Clinical Commissioning Group (OCCG) requesting a meeting to discuss:

- Better working relationships between the two organisations.
- Ensuring OCCG take a more pro-active approach to our planning process and respond to planning application consultations in a timely and ongoing basis to support the work of our planning department and our Infrastructure and development team.
- How the OCCG can engage more proactively with the planning authority to better plan healthcare for strategic sites housing sites in South Oxfordshire linked to the council's corporate plan theme of "Improved economic and community well-being".
- To understand how OCCG uses population forecasts to plan primary healthcare and what its plans are for Oxfordshire
- To discuss the particular cases of Wallingford and Didcot

3. The Council Leader write to the Ministers for Health and MHCLG to:

- explain the difficulties local planning authorities have to obtain information and commitment to deliver health services from OCCG.
- press the need for whatever structure replaces Clinical Commissioning groups as part of the health reform has working with local planning authorities and its heart

(recognising that this may be difficult if they are being reorganised).

· ask what government are doing to increase the number of GPs and other health staff and funding to keep up with number of homes.

F. Motion to be proposed by Councillor Gregory, seconded by Councillor Casey-Rerhaye:

This Council recognises that financial security is critical to a stable and thriving society. Yet, too many people are without enough money to meet their basic needs. Universal Basic Income (UBI) is an opportunity to revolutionise a welfare system that is no longer fit for purpose.

UBI would provide every adult (regardless of employment status, wealth, or marital status) with a fixed, regular and unconditional income to relieve some of the financial pressures facing households. It is a monthly grant sufficient to contribute to the basic needs of food, shelter and education. It is a fair way of eliminating poverty, guaranteeing a minimum standard of living, and improving well-being. It helps the local economy by providing stability and security; allowing people to thrive rather than just survive.

There have been several trials of basic income internationally and most recently in Finland. Results have been encouraging. Spain is rolling it out as part of their COVID-19 response measures.

Council requests:

1. The leader of the council write to the Chancellor of the Exchequer, South Oxfordshire Members of Parliament and the Secretary of State for Work and Pensions requesting the UK Government undertakes pilot studies for the Universal Basic Income, and that South Oxfordshire be included in any pilot.
2. That such pilot studies gather evidence of the effectiveness of a Universal Basic Income on reducing inequality, disadvantage and poverty.
3. That the Leader sends a copy of any responses from the Chancellor of the Exchequer, South Oxfordshire Members of Parliament and the Secretary of State for Work and Pension to all councillors as and when replies are received.

G. Motion to be proposed by Councillor Filipova-Rivers, seconded by Councillor Kantor:

This council recognises the status of Neurodiversity, and how it impacts on many in our society. This Council is committed, through its Equality and Diversity policies and procedures, and its Corporate Plan, to delivering outcomes for all in a fair and inclusive way. This Council notes that it is already certificated as a Disability Confident Employer and is further committed to continuing its positive work in this area.

In light of the above, Council agrees:

To develop an Action Plan on Neurodiversity which sits within the Inclusion and

Diversity Strategy and might include the following:

- Using best practice from Autism charities and Neurodiversity partnerships, recruitment and HR practices for supporting neurodivergent candidates and employees
- Developing a needs assessment process specific to neurodivergence so reasonable adjustments can be made
- Putting in place coaching/mentoring/a buddy system for staff who are neurodivergent
- Undertaking a review of our services to ensure they are accessible to neurodivergent individuals and making adaptations where necessary
- Making the action plan (toolkit) publicly available as a resource for other local employers (via South and Vale business support newsletter)
- Continuing to work with partners across Oxfordshire to share best practice on issues pertaining to neurodiversity
- Setting up learning and awareness events and using communication channels including social media
- consultation on a draft action plan with people with lived experience

H. Motion to be proposed by Councillor MacDonald, seconded by Councillor Wilson:

This council should seek to encourage developers to work closely with the local council (parish/town) to develop appropriate leisure facilities for that area.

14 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 1-7 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.

15 Covid-19 leisure support package (Pages 80 - 109)

At its meeting on 18 March 2021 Cabinet will consider a confidential report on the impact of Covid-19 on leisure facilities in the district.

The confidential report of the acting deputy chief executive – place which Cabinet will consider on 18 March is attached.

The recommendations of Cabinet will be circulated to all councillors following the Cabinet meeting.

MARGARET REED

Head of Legal and Democratic

Minutes

OF A MEETING OF THE

Council



Listening Learning Leading

HELD ON THURSDAY 11 FEBRUARY 2021 AT 6.00 PM

AS A VIRTUAL MEETING

Present:

David Bretherton (Chairman)

Ken Arlett, Anna Badcock, Pieter-Paul Barker, David Bartholomew, Robin Bennett, Sam Casey-Rerhaye, Sue Cooper, Peter Dragonetti, Maggie Filipova-Rivers, Stefan Gawrysiak, Elizabeth Gillespie, Sarah Gray, Kate Gregory, Victoria Haval, Lorraine Hillier, Kellie Hinton, Alexandrine Kantor, Mocky Khan, George Levy, Lynn Lloyd, Axel Macdonald, Jane Murphy, Caroline Newton, Andrea Powell, Leigh Rawlins, Jo Robb, Sue Roberts, David Rouane, Anne-Marie Simpson, Ian Snowdon, Alan Thompson, David Turner, Ian White and Celia Wilson

Officers: Steven Corrigan, Steve Culliford, Simon Hewings, Margaret Reed and Mark Stone

129 Minutes

RESOLVED: to approve the minutes of the meetings held on 10 and 22 December 2020 as correct records and agree that the Chairman sign them as such.

130 Declarations of disclosable pecuniary interest

None.

131 Urgent business and chairman's announcements

The chairman provided general housekeeping information and advised there were no items of urgent business.

132 Public participation

The chairman advised that three speakers had registered to address Council.

- A. Mr Upcraft addressed Council to raise concerns about the impact upon communities arising from the ongoing uncertainties around the adoption of the

Local Plan following the submission of a judicial review challenge. If the challenge is successful it would bring about more uncertainty on the district with further speculative planning applications and have a negative impact on neighbourhood plans which are based on the Local Plan. He urged the council to fight the challenge and, if necessary, review the plan to avoid further delay.

- B. Mr Smart addressed the Council on behalf of the Great Western Park Residents Association's COVID-19 Community Response Group which was set up to support vulnerable people during the current pandemic. He stated that the council had taken over a year to respond to requests for support to find a local community venue to assist with their volunteering efforts.
- C. Mr Cattermole asked Councillor Rouane, Cabinet member for housing and environment, why the council's contracts for refuse collection and gutter cleaning allowed work to commence prior to 6.00am therefore disrupting the sleep of residents.

In response Councillor Rouane, Cabinet member, stated that in town centres and on main roads the street cleansing crews start work early to ensure access to key areas before they become too busy. He asked Mr Cattermole to provide him with specific details in respect of the refuse collection and he would look into the matter and respond.

133 Petitions

No petitions were submitted to Council.

134 Treasury management and investment strategy 2021/22

Council considered Cabinet's recommendations, made at its meeting on 4 February 2021, on the council's treasury management strategy and investment strategy for 2021/22.

The Joint Audit and Governance Committee considered the report at its meeting on 26 January 2021 and had not recommended any adjustments to the strategy. Cabinet agreed to recommend Council approve the strategy.

In introducing Cabinet's recommendations, the Cabinet member for finance reported that there were no significant changes to the strategy. However, the report did reflect a significant fall in projections of investment income due to low interest rates that are likely to prevail for some time. As capacity permits, the council would be looking to progress a more proactive treasury management strategy during the coming year to address the budget shortfall.

The view was expressed that the council should consider municipal bonds to raise funds for green investments and invest in green industries which currently had higher yields. However, contrary to this view, others expressed the view that the purpose of the strategy was to maintain the security and liquidity of the funds and investments in such industries could be in conflict with those principles. In response to a question, the Cabinet member stated that a modest amount was outstanding from the agreed settlement with the Icelandic Banks.

RESOLVED: to

1. approve the treasury management strategy 2021/22, as set out in appendix A to the interim head of finance's report to Cabinet on 4 February 2021;
2. approve the prudential indicators and limits for 2021/22 to 2023/24 as set out in appendix A to that report; and
3. approve the annual investment strategy 2021/22 set out in appendix A, and the lending criteria detailed in table 6 to that report.

135 Capital strategy 2021/22 to 2030/31

Council considered Cabinet's recommendation, made at its meeting on 4 February 2021, on the council's capital strategy for 2021/22 to 2030/31.

In response to a question the Cabinet member confirmed that the issue of divesting from fossil fuels would be considered as part of the next review of the strategy.

RESOLVED: to approve the capital strategy 2021/22 to 2030/31 which is contained in appendix one of the interim head of finance's report to Cabinet on 4 February 2021.

136 Revenue budget 2021/22 and capital programme to 2025/26

The chairman referred to regulations that require councils to record the names of those councillors voting in favour, against or abstaining from any vote on the budget, including amendments, and the council tax. In accordance with the regulations he would call for a named vote on each of these matters at this meeting.

The chairman reminded councillors that they were not entitled to vote on any issue affecting the level or administration of the council tax or other decisions which might affect the making of any such calculation such as the budget, if they were over two months in arrears with their council tax payments. Where such circumstances applied, councillors were under a statutory obligation to disclose the restriction placed on them and refrain from voting at the relevant meeting. No councillor made any such declaration.

Council noted the report of the chief finance officer on the robustness of the budget estimates and the adequacy of the reserves.

Council considered Cabinet's recommendations, made at its meeting held on 4 February 2021, on the revenue budget for 2021/22 and the capital programme to 2025/26. Scrutiny Committee had considered the report of the interim head of finance on 9 February and had made no recommendations.

Councillor Rawlins, Cabinet member for finance, presented Cabinet's proposals for the revenue budget and capital programme. He moved and Councillor Sue Cooper, Leader of the council, seconded a motion to approve Cabinet's recommendations as follows:

1. to set the revenue budget for 2021/22, as set out in appendix A.1 to the interim head of finance's report to Cabinet on 4 February 2021;
2. to approve the capital programme for 2021/22 to 2025/26 as set out in appendix D.1 to that report, together with the capital programme changes as set out in appendix D.2 to that report;
3. to set the council's prudential limits, as listed in appendix E to that report;
4. to approve the medium-term financial plan to 2025/26 as set out in appendix F to that report;

5. to allocate £500,000 to fund the Communities Capital and Revenue grant scheme;
6. to ask officers to review the Medium-Term Financial Strategy following the 2021 spending review and Ministry of Housing, Communities and Local Government announcements of changes to the council's future funding streams.

The majority of councillors supported the budget recognising the challenging environment caused by the pandemic. The view was expressed that the council could not continue to rely on reserves, which were diminishing, to support a budget deficit. Those who spoke against the budget expressed the view that the budget deficit of £4million was too large and of the need to bring the budget back into balance.

In accordance with regulations requiring councils to record the names of those councillors voting in favour, against or abstaining from any vote on the budget the chairman called for a recorded vote which was carried with the voting being as follows:

For	Against	Abstain
Councillors	Councillors	Councillors
Anna Badcock	Ken Arlett	
Pieter-Paul Barker	Stefan Gawrysiak	
David Bartholomew		
Robin Bennett		
David Bretherton		
Sam Casey-Rerhaye		
Sue Cooper		
Peter Dragonetti		
Maggie Filipova-Rivers		
Elizabeth Gillespie		
Sarah Gray		
Kate Gregory		
Victoria Haval		
Kellie Hinton		
Alexandrine Kantor		
Mocky Khan		

For	Against	Abstain
George Levy		
Lynn Lloyd		
Axel Macdonald		
Jane Murphy		
Caroline Newton		
Andrea Powell		
Leigh Rawlins		
Jo Robb		
Sue Roberts		
David Rouane		
Anne-Marie Simpson		
Ian Snowdon		
Alan Thompson		
David Turner		
Ian White		
Celia Wilson		
32	2	0

RESOLVED: to

1. set the revenue budget for 2021/22, as set out in appendix A.1 to the interim head of finance's report to Cabinet on 4 February 2021;
2. approve the capital programme for 2021/22 to 2025/26 as set out in appendix D.1 to that report, together with the capital programme changes as set out in appendix D.2 to that report;
3. set the council's prudential limits, as listed in appendix E to that report;
4. approve the medium-term financial plan to 2025/26 as set out in appendix F to that report;
5. allocate £500,000 to fund the Communities Capital and Revenue grant scheme;
6. ask officers to review the Medium-Term Financial Strategy following the 2021 spending review and Ministry of Housing, Communities and Local Government announcements of changes to the council's future funding streams.

137 Council tax 2021/22

Council considered the report of the interim head of finance on the setting of the Council Tax for the 2021/22 financial year.

In accordance with regulations requiring councils to record the names of those councillors voting in favour, against or abstaining from any vote on the council tax the chairman called for a recorded vote which was carried with the voting being as follows:

For	Against	Abstain
Councillors	Councillors	Councillors
Ken Arlett		
Anna Badcock		
Pieter-Paul Barker		
David Bartholomew		
Robin Bennett		
David Bretherton		
Sam Casey-Rerhaye		
Sue Cooper		
Peter Dragonetti		
Maggie Filipova-Rivers		
Stefan Gawrysiak		
Elizabeth Gillespie		
Sarah Gray		
Kate Gregory		
Victoria Haval		
Kellie Hinton		
Alexandrine Kantor		
Mocky Khan		

For	Against	Abstain
George Levy		
Lynn Lloyd		
Axel Macdonald		
Jane Murphy		
Caroline Newton		
Andrea Powell		
Leigh Rawlins		
Jo Robb		
Sue Roberts		
David Rouane		
Anne-Marie Simpson		
Ian Snowdon		
Alan Thompson		
David Turner		
Ian White		
Celia Wilson		
34	0	0

RESOLVED:

1. To note that at its meeting on 10 December 2020 the council calculated the council tax base 2021/22:
 - a) for the whole council area as **59,171.2** [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the “Act”)]; and
 - b) for dwellings in those parts of its area to which a parish precept relates as in column 1 of appendix 1.
2. That the council tax requirement for the council’s own purposes for 2021/22 (excluding parish precepts) is £7,765,628

3. That the following amounts be calculated for the year 2021/22 in accordance with Sections 31 to 36 of the Act:
 - a) £83,946,638 being the aggregate of the amounts which the council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by parish councils.
 - b) £70,301,709 being the aggregate of the amounts which the council estimates for the items set out in Section 31A(3) of the Act.
 - c) £13,644,929 being the amount by which the aggregate at (3)(a) above exceeds the aggregate at (3)(b) above, calculated by the council, in accordance with Section 31A(4) of the Act as its council tax requirement for the year. (Item R in the formula in Section 31B of the Act).
 - d) £230.60 being the amount at (3)(c) above (Item R), all divided by Item T (1(a) above), calculated by the council, in accordance with Section 31B of the Act, as the basic amount of its council tax for the year (including parish precepts).
 - e) £5,879,301 being the aggregate amount of all special items referred to in Section 34(1) of the Act, as set out in column 2 of appendix 1.
 - f) £131.24 being the amount at (3)(d) above less the result given by dividing the amount at (3)(e) above by Item T (1(a) above), calculated by the council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no parish precept relates.

4. To note that for the year 2021/22 Oxfordshire County Council has stated the following amounts in precepts issued to the council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Band A	£1,048.74
Band B	£1,223.53
Band C	£1,398.32
Band D	£1,573.11
Band E	£1,922.69
Band F	£2,272.27
Band G	£2,621.85
Band H	£3,146.22

5. To note that for the year 2021/22 the Police and Crime Commissioner for Thames Valley has stated the following amounts in precepts issued to the council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Band A	£154.19
Band B	£179.88
Band C	£205.58
Band D	£231.28
Band E	£282.68
Band F	£334.07
Band G	£385.47
Band H	£462.56

6. That the council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in appendix 3 as the amounts of council tax for 2021/22 for each part of its area and for each of the categories of dwellings shown in appendix 3.
7. To determine that the council's basic amount of council tax for 2021/22 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.

138 Review of Joint Statement of Licensing Policy

Council considered the recommendations of the Licensing Acts Committee, made at its meeting on 26 January 2021, on a proposed statement of licensing policy, jointly developed with Vale of White Horse District Council.

Councillor Haval, Chair of the Licensing Acts Committee introduced the recommendations. She explained that under the Licensing Act 2003 there is statutory duty to review the statement of licensing policy every five years, and a draft policy is the response to this review. The amendments to the current policy set out in Appendix B, show that no significant changes have been proposed. The amendments align the policy with current guidance and clarify requirements for applicants and licence holders. In addition, the format of the policy has been amended to separate out different types of applications to assist applicants when reading the policy. No suggested amendments were proposed that would place additional burdens or restrictions on licence holders or applicants.

A public consultation took place from 23 November to 17 December 2020 and included consultation with the responsible authorities under the Licensing Act as well as our neighbouring authorities, district councillors, local town and parish councils and the relevant trade organisations. Whilst only a small number of responses were received, these have been incorporated into the draft policy at appendix C.

RESOLVED: to

1. authorise the Head of Housing and Environment to make minor editorial changes to the Joint Statement of Licensing Policy, and
2. adopt the proposed Joint Statement of Licensing Policy with effect from 12 February 2021.

139 Pay policy statement 2021/22

Council considered the report of the interim head of corporate services on the adoption of a pay policy statement to meet the requirements of the Localism Act.

RESOLVED: to approve the pay policy statement for 2021/22 attached to the report of the interim head of corporate services to Council on 11 February 2021.

140 Councillors' allowances scheme

Council considered the report of the head of legal and democratic and the recommendations of the Joint Independent Remuneration Panel on a revised councillors' allowances scheme to run from 1 April 2021.

Councillor Cooper moved and Councillor Rawlins seconded the following motion:

That Council:

1. thanks the Independent Remuneration Panel for its work and its report;
2. retains for the financial year 2021/22 the existing councillors' allowances scheme agreed by Council at its meeting on 17 May 2017 subject to
 - a. the continuation of an increase in basic and special responsibility allowances from 1 April 2021 at the same rate as that applied to staff salaries;
 - b. the inclusion of a special responsibility allowance for the Chair of the Climate Emergency Advisory Committee at the same rate as the Chair of the Scrutiny Committee backdated to 1 April 2020;
3. defers consideration of the independent remuneration panel's other recommendations until later in 2021 but ahead of the budget setting process for 2022/23.

Councillor Bartholomew moved and Councillor White seconded the following amendment – deleted words shown by strikethrough and additional words shown in bold.

That Council:

1. thanks the Independent Remuneration Panel for its work and its report;
2. retains for the financial year 2021/22 the existing councillors' allowances scheme agreed by Council at its meeting on 17 May 2017 subject to
 - a. the continuation of an increase in basic and special responsibility allowances from 1 April 2021 at the same rate as that applied to staff salaries;
 - b. the inclusion of a special responsibility allowance for the Chair of the Climate Emergency Advisory Committee at the same rate as the Chair of the Scrutiny Committee ~~backdated to 1 April 2020~~ **to take effect from 1 April 2021;**
 - c. **recognition that the role of Leader of the Majority Opposition Group has parity with the Chair of Planning and that the SRA should be adjusted accordingly with effect from 1 April 2021.**
3. defers consideration of the independent remuneration panel's other recommendations until later in 2021 but ahead of the budget setting process for 2022/23.

Those who supported the amendment expressed the view that a back dated allowance for the Chair of the Climate Emergency Advisory Committee (CEAC) was inappropriate and that the level of SRA for the role of the leader of the opposition should have parity with the Chair of the Planning Committee in recognition of the importance of the role in a functioning democracy with a strong opposition. However, other councillors expressed the

view that the Chair of CEAC had undertaken a responsible role during the past year which should be recognised. The issue of the SRA for the leader of the opposition should be considered alongside consideration of the other allowances later in the year.

On being put to the vote the amendment was declared lost.

The majority of councillors supported the continuation of the current scheme of allowances and deferral of consideration of the Joint Independent Remuneration Panel’s report and recommendations until later in the year and ahead of the budget setting process for 2022/23.

On being put to the vote the original motion was declared carried.

RESOLVED: to

1. thank the Independent Remuneration Panel for its work and its report;
2. retain for the financial year 2021/22 the existing councillors’ allowances scheme agreed by Council at its meeting on 17 May 2017 subject to
 - a) the continuation of an increase in basic and special responsibility allowances from 1 April 2021 at the same rate as that applied to staff salaries;
 - b) the inclusion of a special responsibility allowance for the Chair of the Climate Emergency Advisory Committee at the same rate as the Chair of the Scrutiny Committee backdated to 1 April 2020;
3. defer consideration of the independent remuneration panel’s other recommendations until later in 2021 but ahead of the budget setting process for 2022/23.

141 Review of political balance

Prior to consideration of this item, and prior to the expiry of two and a half hours, Council agreed, in accordance with council procedure rule 12, to extend the meeting by half an hour.

Council considered the report of the head of legal and democratic on the revised political balance calculations following the resignation of a councillor, the resignation of councillors from political groups and the formation of a new political group, South Oxfordshire Residents Team – SORT. A revised recommendation and schedule of appointments was circulated to all councillors following discussions with group leaders.

RESOLVED: to

1. allocate seats to each political group and appoint the membership, substitutes and chairs/vice-chairs as indicated to sit on them in the table below:

Planning Committee, 11 Members					
Conservative (3)	Green (2)	Henley Residents (1)	Labour (1)	Liberal Democrat (3)	SORT (1)
Lorraine Hillier	Peter Dragonetti	Ken Arlett	Celia Wilson	David Bretherton	Elizabeth Gillespie

Planning Committee, 11 Members					
Conservative (3)	Green (2)	Henley Residents (1)	Labour (1)	Liberal Democrat (3)	SORT (1)
	(Vice-Chair)				
Ian Snowdon (Chair)	Jo Robb			Kate Gregory	
Ian White				George Levy	
Preferred substitutes					
Conservative (3)	Green (3)	Henley Residents (2)	Labour (2)	Liberal Democrat (3)	SORT (2)
Jane Murphy	Sam Casey-Rerhaye	Stefan Gawrysiak	Mocky Khan	Victoria Haval	Sarah Gray
Caroline Newton		Kellie Hinton	Axel Macdonald	David Turner	Sue Roberts
Alan Thompson				Alexandrine Kantor	

Scrutiny Committee, 9 Members					
Conservative (2)	Green (1)	Henley Residents (1)	Labour (1)	Liberal Democrat (3)	SORT (1)
Anna Badcock	Sam Casey-Rerhaye	Stefan Gawrysiak	Mocky Khan (Vice-Chair)	Alexandrine Kantor	Sue Roberts
Ian White (Chair)				George Levy	
				David Turner	
Preferred substitutes					
Conservative (3)	Green (3)	Henley Residents (2)	Labour (2)	Liberal Democrat (3)	SORT (2)
Lorraine Hillier	Peter Dragonetti	Ken Arlett	Axel Macdonald	David Bretherton	Sarah Gray
Ian Snowdon	Jo Robb	Kellie Hinton	Celia Wilson	Victoria Haval	Elizabeth Gillespie
Alan Thompson				Kate Gregory	

Joint Scrutiny Committee, 5 Members			
Conservative (1)	Green (1)	Henley Residents	Liberal Democrat (2)

Joint Scrutiny Committee, 5 Members			
		(1)	
Ian White (Co-chair)	Sam Casey-Rerhaye	Stefan Gawrysiak	Alexandrine Kantor
			George Levy
Preferred substitutes			
Conservative (3)	Green (3)	Henley Residents (2)	Liberal Democrat (3)
Anna Badcock	Peter Dragonetti	Ken Arlett	David Bretherton
Caroline Newton	Jo Robb	Kellie Hinton	Victoria Haval
Alan Thompson	Vacancy		Kate Gregory

Joint Audit and Governance, 4 Members			
Conservative (1)	Green (1)	Labour (1)	Liberal Democrat (1)
Jane Murphy	Peter Dragonetti	Mocky Khan (Co-Chair)	George Levy
Preferred substitutes			
Conservative (3)	Green (3)	Labour (2)	Liberal Democrat (3)
David Bartholomew	Sam Casey-Rerhaye	Axel Macdonald	Victoria Haval
Alan Thompson	Jo Robb	Celia Wilson	Alexandrine Kantor
Ian White	Vacancy		Vacancy

Community Governance and Electoral Issues Committee, 6 Members			
Conservative (2)	Labour (1)	Liberal Democrat (2)	SORT (1)
David Bartholomew	Mocky Khan	Maggie Filipova-Rivers	Elizabeth Gillespie
Lynn Lloyd (Chair)		David Turner	
Conservative (3)	Labour (2)	Liberal Democrat (3)	SORT (2)
Anna Badcock	Axel Macdonald	Peter-Paul Barker	Sarah Gray
Lorraine Hillier	Celia Wilson	Sue Cooper	Sue Roberts
Ian Snowdon		George Levy	

Joint Staff Committee, 3 Members	
Conservative (1)	Liberal Democrat (2)
Jane Murphy	Sue Cooper
	Maggie Filipova-Rivers
Substitutes	
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).	

General Licensing Committee, 12 Members					
Conservative (3)	Green (2)	Henley Residents (1)	Labour (1)	Liberal Democrat (4)	SORT (1)
Lorraine Hillier	Peter Dragonetti	Kellie Hinton (Vice-Chair)	Axel Macdonald	Victoria Haval (Chair)	Elizabeth Gillespie
Alan Thompson	Jo Robb			Alexandrine Kantor	
Ian Snowdon				Leigh Rawlins	
				Anne-Marie Simpson	
No substitutes					

Licensing Acts Committee, 12 Members					
Conservative (3)	Green (2)	Henley Residents (1)	Labour (1)	Liberal Democrat (4)	Non-group councillor
Lorraine Hillier	Peter Dragonetti	Kellie Hinton (Vice-Chair)	Axel Macdonald	Victoria Haval (Chair)	Elizabeth Gillespie
Alan Thompson	Jo Robb			Alexandrine Kantor	
Ian Snowdon				Leigh Rawlins	
				Anne-Marie Simpson	
No substitutes					

Appeals Panel, 5 Members				
Conservative (1)	Green (1)	Henley Residents	Liberal	SORT (1)

Appeals Panel, 5 Members				
		(1)	Democrat (1)	
Lorraine Hillier	Jo Robb	Stefan Gawrysiak	Alexandrine Kantor	Sarah Gray
Preferred substitutes				
Conservative (3)	Green (3)	Henley Residents (2)	Liberal Democrat (3)	SORT (2)
Lynn Lloyd	Sam Casey-Rerhaye	Ken Arlett	Kate Gregory	Elizabeth Gillespie
Caroline Newton	Peter Dragonetti	Kellie Hinton	George Levy	Sue Roberts
Ian Snowdon	Vacancy		Alexandrine Kantor	

Community Grants Panel, 9 Members					
Conservative (2)	Green (1)	Henley Residents (1)	Labour (1)	Liberal Democrat (3)	SORT (1)
Lynn Lloyd	Jo Robb	Kellie Hinton	Axel Macdonald	Kate Gregory	Elizabeth Gillespie
Ian Snowdon				George Levy	
				Victoria Haval	
Substitutes					
Conservative (3)	Green (3)	Henley Residents (2)	Labour (2)	Liberal Democrat (3)	SORT (2)
Lorraine Hillier	Sam Casey-Rerhaye	Ken Arlett	Mocky Khan	David Bretherton	Sarah Gray
Caroline Newton	Peter Dragonetti	Stefan Gawrysiak	Celia Wilson	David Turner	Sue Roberts
Alan Thompson	Vacancy			Alexandrine Kantor	

Names	Climate Emergency Advisory Committee, 12 Members				
Conservative (3)	Greens (2)	Henley Residents (1)	Labour (1)	Liberal Democrat (4)	SORT (1)
Lynn Lloyd	Sam Casey-Rerhaye (Chair)	Stefan Gawrysiak	Celia Wilson	Sue Cooper	Sue Roberts
Jane Murphy	Andrea Powell			Kate Gregory	
Caroline Newton				Leigh Rawlins	
				David Rouane	
PREFERRED SUBSTITUTES					
Conservative (3)	Greens (3)	Henley Residents (2)	Labour (2)	Liberal Democrat (4)	SORT (2)
Lorraine Hillier	Robin Bennett	Ken Arlett	Mocky Khan	Anne-Marie Simpson	Elizabeth Gillespie
Alan Thompson	Jo Robb	Kellie Hinton	Axel Macdonald	Alexandrine Kantor	Sarah Gray
Vacancy	Vacancy			Victoria Haval	
				Maggie Filipova Rivers	

2. appoint Councillor Victoria Haval to the Oxfordshire Growth Board Scrutiny Panel;
3. authorise the head of legal and democratic to make appointments to any vacant committee or panel seat and substitute positions in accordance with the wishes of the relevant group leader.

142 Progress on approved Council motions

Council received and noted a progress report on motions approved by Council since May 2019.

143 Report of the leader of the council

Councillor Sue Cooper, Leader of the council, provided an update on a number of matters. The text of her address is available on the council's [website](#).

Council noted the details of an urgent decision taken by Councillor Leigh Rawlins, Cabinet member for finance, to approve South Oxfordshire District Council's Additional Restrictions Grant Scheme – Round 2.

144 Questions on notice

1. Question from Councillor Jane Murphy to Councillor Sue Cooper, Leader of the council

Can the Leader of the Council detail what she has already done and how she will continue to support this Council's decision to adopt the Local Plan; and can she confirm she acknowledges that as Leader of the Council she is required to represent Full Council's decision in this (and any other) regard?

Answer

The Council adopted the South Local Plan 2035 on 10 December 2020 and it is being used by the Planning Committee and officers in all planning decisions. All councillors must act in accordance with adopted policy when making council decisions.

2. Question from Councillor Jane Murphy to Councillor Anne-Marie Simpson, Cabinet member for planning

Can the Cabinet Member for Planning confirm that she has informed the Department of Transport, as agreed by Full Council, of this council's opposition to the building of a car based third road bridge over the Thames at Reading, and could she make this available on the website.

Answer

On 10 October 2019, Council resolved that the Leader should write to the leaders of Reading Borough Council, Wokingham Borough Council and Bracknell Forest Council, together with MPs John Howell, John Redwood, Matt Rodda and Theresa May. This action was undertaken on 14 October 2019 and a press release along with the letter was published on our website and circulated to all Councillors. More recently, a further letter was sent by the Leader to the leaders of Reading Borough Council, Wokingham Borough Council, Bracknell Forest Council and Oxfordshire County Council confirming that South Oxfordshire District Council does not support a car-based designed bridge. This was sent on 7 December 2020 and is also available on our website. I am happy to ask officers to ensure that this letter is copied to all relevant Government departments, asking them to confirm that our position is noted.

3. Question from Councillor Ian Snowdon to Councillor Maggie Filipova-Rivers, Cabinet member for community services

During the last eleven months South Oxfordshire has witnessed so many incredible residents rise to the challenge of helping each other in these difficult and unprecedented times, finding solutions to problems to ensure our most vulnerable are cared for during this worldwide emergency. Can the Cabinet member for community services give an update on the number of these groups in our district and what plans the council has for recognising these wonderful volunteers and their amazing dedication to their communities?

Answer

In South Oxfordshire, a total of 106 voluntary and community groups have directly supported the Covid-19 response. Of those 106 groups, 58 are informal groups set up by residents. Our voluntary and community groups have helped their neighbours with shopping, friendly phone calls, errands and other acts of kindness too numerous to list. As a council, we have been able to connect residents to these groups for ongoing support and the relationships that have formed within communities as a result of this work have made all the difference to those residents as this pandemic has developed. Quite simply, we would not have been able to deliver the response we have and continue to do so without them, and we are enormously grateful to be working alongside our voluntary and community groups.

The council funds 17 of the formal VCS organisations who have increased their efforts during this time by providing food, debt advice, helping those who experience loneliness and isolation or counselling those who have experienced domestic abuse or mental health issues. In recognition of this, Cabinet agreed to conditionally extend their grant for a further year towards the provision of COVID -19 response and recovery services in 2021/22. We were also able to provide 8 grants through the emergency assistance grant to VCS's who were directly supporting residents with food provision.

We have acknowledged throughout this pandemic the vital role of our voluntary and community groups, and to continually thank them for their work in regular email bulletins, direct phone calls from our community connectors, through social media bites raising their profile and letters and greeting cards sent from officers and councillors. We look forward to a time when we can thank and celebrate their work in person.

Based on our experience of the pandemic and the partnerships forged as a result, we will be considering innovative ways in which we can maintain, equip and support the network of local groups/VCS's so that we can ensure that we can together advance the wellbeing agenda as per the corporate plan post-Covid.

Showing appreciation as we have is important, but we want to go further and put in place a framework which recognises these groups as valued partners.

Supplementary question

In asking a supplementary question Councillor Snowdon referred to the question asked by Mr Smart (see minute 132). He asked if the Cabinet member would apologise for the for letting down the Great Western Park Residents Association's COVID-19 Community Response Group and give an undertaking to find innovative ways to find a solution to their situation.

Answer

In response Councillor Filipova-Rivers stated that, whilst she understood the frustration of the group, she would not apologise because the council had sought to assist the group via meetings with advice on grants, liability insurance and logistics. The council had been

working to provide a community centre for the group to facilitate the co-ordination of an emergency food bank centre. However, it was a complicated situation and the safety of residents was the primary responsibility of the council. The group had taken up the offer of sole use of the Northern Neighbourhood Centre prior to the lifting of the second lockdown when wider community groups and users returned. The council was working on a permanent solution and was making best efforts to make the Southern Community Centre available following the transfer of the venue from the developers to the council and the completion of fitting out works.

4. Question from Councillor Ian White to Councillor Maggie Filipova-Rivers, Cabinet member for community services

Why do we no longer promote the South Oxfordshire Charitable Lottery, nor publish the results of the weekly draw on Twitter, whilst continuing to do so on Facebook? The last results were posted on 3 October 2020 with three subsequent Christmas and New Year's best wishes postings during December.

How much officer time is used to run the Lottery?

Given that a paper was presented to the Vale of White Horse Cabinet and approved on the subject of establishing a Lottery following on from an initial approval in 2018, is consideration being given to the possibility of merging our Scheme with the Vale's Scheme, and benefiting from any cost savings, whilst at the same time giving a greater opportunity for successful promotion of the Scheme(s)?

Answer

One of the main benefits of the council's community lottery scheme, is that Gatherwell (the provider) manages the majority of the administration required to operate it successfully. The support needed from our officers is minimal, and is managed by Community Enablement alongside their other priorities.

Gatherwell provides a high level of support to existing and potential good causes, but also regularly produces marketing and promotional materials for them to use to encourage their supporters and stakeholders to purchase tickets. In Gatherwell's experience of running these schemes up and down the country for many local authorities, this has proved the most effective way of raising awareness of a community lottery and generating income for good causes, much more so than centralised promotion and marketing.

We do promote the lottery alongside the good causes, however Covid-19 communications has taken priority this year. We are planning some promotional activity to mark the scheme's 3rd anniversary in March.

From recent discussions with Gatherwell, if there was appetite from the Vale for a shared lottery, it would be possible to create one. We are happy to discuss the potential for a merged scheme with the Vale, if they indicate an appetite to do so.

Supplementary question

Councillor White gave notice that he would follow up with a supplementary question outside of the meeting to allow the meeting to proceed and conclude the remaining business on the agenda.

145 Motions on notice

During this item Council agreed, in accordance with council procedure rule 82, to suspend council procedure rule 12, which restricts the duration of a meeting, to allow Council to complete the consideration of all the motions.

A. Councillor Ian Snowdon moved, and Councillor Caroline Newton seconded the motion as set out in the agenda at agenda item 18.

After debate and on being put to the vote the motion was agreed.

RESOLVED: That

Council notes that it has appointed a cycling champion to promote the benefits of cycling and a River Thames champion to promote the river and all it brings to our district. As much as the River Thames is a wonderful asset enjoyed by many for which the council has an obligation to protect and enhance, Council notes that our beautiful (mostly green) district is that way because of our amazing countryside and wildlife which should also be protected and enhanced.

Council therefore agrees to appoint a Tree Champion to:

- Promote the value of trees and woodlands in tackling the climate and ecological emergencies
- Encourage people to re-connect with nature and appreciate the importance of trees and woodlands for both environmental and human health and well-being
- Promote woodland protection/conservation and tree growing initiatives in the district
- Work with officers and members to develop and promote a Tree Policy and Strategy
- Raise awareness of the statutory protections for trees and woodland within local communities, town and parish councils.

B. Councillor Sam Casey-Rerhaye moved, and Councillor David Rouane seconded the motion as set out in the agenda at agenda item 18.

After debate and on being put to the vote the motion was agreed.

RESOLVED: That

Council has adopted a new Corporate Plan that has as one of its main priorities: 'Protect and Restore the Natural World'. In the consultation exercise on this Plan, this theme was ranked the most important by a high number of respondents. This Council has already, rightly, declared a climate emergency (April 2019).

Council acknowledges that:

- Our societies and economies are intimately linked with and depend on biodiversity and nature. The natural world is essential for the provision of nutritious food (with soil and pollinators having a vital role), clean water, clean air, medicines, and

protection from extreme weather, as well as being our source of energy and raw materials

- The COVID-19 pandemic has highlighted the relationship between people and nature. When we destroy and degrade habitats, we increase the risk of disease spill-over from wildlife to people
- The State of Nature 2019 report highlighted the critical decline in biodiversity in the UK. Changes in farming practices have had the biggest effect in recent decades and the impact of climate change is now increasing. 15% of UK species are classified as threatened with extinction and 2% are already extinct
- The [State of the World's Plants and Fungi 2020 report](#) from Royal Botanic Gardens Kew estimated that 39.4% of plants are now threatened with extinction. This is a jump from one in five plants thought to be at risk in Kew's 2016 report
- The Environment Bill will require the introduction of a Local Nature Recovery Strategy and Nature Recovery Networks
- Actions to restore nature and biodiversity, as well as being vital for their own sake, often have an important co-benefit of storing carbon, so help address climate change
- People's access to 'green spaces' to understand and appreciate biodiversity and a rich, natural world, private or public, is unequal

Council resolves to:

1. Declare an ecological emergency
2. Rename CEAC the Climate and Ecological Emergencies Advisory Committee, to help Cabinet and council officers address these twin emergencies
3. Add ecological impact implications alongside those for climate and sustainability in committee and council reports.
4. Ensure that addressing the climate and ecological emergencies and nature recovery are considered as strategic priorities for planning policies and design guides for new development, including master-planning of sites, by identifying appropriate areas for habitat restoration and biodiversity net gain and ensuring that development limits impact on existing habitats in its process, whilst also working on the principle of increasing equality of access for people to natural, green spaces
5. Establish a Biodiversity Steering Group involving both key officers and members to oversee and develop the Councils approach to nature protection and recovery
6. Set measurable targets and standards for biodiversity increase, in both species and quantities, seeking also to increase community engagement
7. Work with our partners to establish a Local Nature Partnership for Oxfordshire as soon as possible, in keeping with the urgency of this declaration
8. Work with our partners to develop Nature Recovery Networks and Nature Recovery Strategy for Oxfordshire, again in keeping with the urgency of this declaration
9. Look for opportunities to work in partnership with local charities and environmental organisations to deliver nature recovery in South Oxfordshire
10. Develop a district wide Tree Planting Policy and Strategy, including having Member Tree Champions, to support nature protection and recovery and carbon sequestration
11. Build on the work of the Thames Champion to improve the ecology of the Thames and its banks and flood plains, a hugely important habitat in our District
12. Ensure the Strategic Property Review considers opportunities for biodiversity enhancements and tree planting on Council landholdings

13. Investigate new approaches to nature recovery such as habitat banking that deliver biodiversity objectives and provide new investment opportunities
14. Embed climate action and ecological initiatives within all council work areas, including COVID-19 recovery projects and programmes
15. Write to all South Oxfordshire's MPs urging them to support the Climate and Ecological Bill, a private member's bill, in keeping with the declarations of this Council.

C. Councillor David Rouane moved, and Councillor Sarah Gray seconded the motion as set out in the agenda at agenda item 18.

After debate and on being put to the vote the motion was agreed.

RESOLVED: That

Council has adopted a corporate plan which commits it to 'Protect and Restore the Natural World' and 'Recognise and support the vital role of farming' in our community.

Sky lanterns are small hot air balloons made of paper, with an opening at the bottom where a candle is suspended, they can float for miles before they fall to the ground. The NFU has launched a campaign to highlight the dangers posed by sky lanterns such as:

- **Fire** - Once a sky lantern is lit, nobody knows exactly where it will land. Fields of standing crops, hay and straw stacks, farm buildings housing animals, thatched roofs plus lots more are all at a significant risk of being set alight.
- **Animals and Livestock** - Sky lanterns can cause suffering or even kill animals and livestock, not just by fire, sky lantern debris can cause immense stress and injury. For example, animals eating lantern debris which can cause tears or punctures to internal organs leading to a potentially life-threatening situation, animals getting splinters in their skin which may cause infection or, animals becoming trapped or tangled in debris.
- **Litter nuisance** - landowners have to clear up the remnants of sky lanterns from their fields.

The council therefore resolves to support this campaign and:

- To ban the release of sky lanterns at events held on property owned by the council.
- To use its communication channels to advertise the dangers of sky lanterns to event organisers, other landowners including town and parish councils, and the general public.

146 Revenue budget 2021/22 and capital programme to 2025/26

Council noted the confidential appendix A6 to the interim head of finance's report to Cabinet on 4 February 2021.

The meeting closed at 9.10pm

Chairman

Date

Cabinet Report



Listening Learning Leading

Report of Head of Planning

Author: Lucy Murfett

Telephone: 01235 422600

Textphone: 1800 01235 422600

E-mail: lucy.murfett@southandvale.gov.uk

Wards affected: ALL

South Cabinet member responsible: Anne-Marie Simpson

Tel: 01491 651298

E-mail: Anne-Marie.Simpson@southoxon.gov.uk

To: CABINET

Date: 18 March 2021

A Joint Local Plan

Recommendations

To recommend Council to:

(a) agree, subject to the agreement of Vale of White Horse District Council, the preparation and production of a Joint Local Plan with Vale of White Horse District Council.

(b) approve the Joint Local Development Scheme (March 2021) attached at Appendix 1; and delegate any updates to the Head of Planning in consultation with the Cabinet Member for Planning.

(c) agree the principle of governance to prepare and produce a Joint Local Plan under Section 28 of the Planning and Compulsory Purchase Act 2004, and to delegate the detailed arrangements to the Head of Legal and Democratic, in consultation with the Head of Planning and the Cabinet Members for Planning and Legal and Democratic.

If (a) above is not supported, to recommend Council to:

agree the preparation and production of a South Oxfordshire Local Plan and to delegate the publication of a Local Development Scheme and any updates to it, to the Head of Planning in consultation with the Cabinet Member for Planning.

Purpose of Report

1. To consider the case for preparing a Joint Local Plan, instead of separate local plans for South Oxfordshire and Vale of White Horse district councils. During plan-preparation the current adopted Local Plans would continue to be in force as the development plan against which planning decisions are made, but the next plan would be prepared as a joint plan over the next 3 to 4 years. Upon adoption, the new Joint Local Plan would replace the separately adopted Local Plans for South and Vale.
2. The Appendix to this report provides a Joint Local Development Scheme (LDS), which contains a project plan for the proposed Joint Local Plan. The recommendations to Council seek a delegation to the relevant head of service in consultation with the Cabinet Members regarding the scoping and agreement of the detailed governance arrangements and updates to the LDS.

Corporate Objectives

3. The preparation of a new Joint Local Plan will help support all of the new Corporate Plan 2020-2024 themes. These are as follows:

South Oxfordshire Corporate Plan 2020-2024, adopted October 2020

- Protect and restore our natural world
- Openness and accountability
- Action on the climate emergency
- Improved economic and community well-being
- Homes and infrastructure that meet local needs
- Investment that rebuilds our financial viability

Vale of White Horse Corporate Plan 2020-2024, adopted October 2020

- Providing the homes people need
- Tackling the climate emergency
- Building healthy communities
- Building stable finances
- Working in partnership
- Working in an open and inclusive way

Background

4. Both councils have adopted local plans in place: Vale Local Plan 2031 Part 1 adopted December 2016, Vale Local Plan 2031 Part 2 adopted October 2019 and South Oxfordshire Local Plan 2035 adopted December 2020. However, planning policy does not stand still, and it takes several years to prepare, consult and go through an examination on a new plan, so work needs to start on the plan or plans that will replace the adopted plans. This is to ensure we have an up to date local plan, in line with government requirements.
5. There is a rare, and perhaps unique, opportunity to bring the plans together. The timing currently for the new plans align, and there is significant overlap and consensus in each council's new Corporate Plan (see paragraph 3 above).

6. Vale has an existing LDS adopted in February 2020 which sets out a timetable for preparing a new local plan for Vale, named the Vale Local Plan 2041. In 2020 work did not keep to timetable, because the COVID-19 pandemic impacted on staff resources, and in practical terms restricted the scope for consultations and events. During the summer of 2020 the Vale policy officers assisted with the South Oxfordshire Local Plan examination. In order for new policies and approaches to be developed, officers need to be guided by the Corporate Plan, which was adopted in October 2020. Although preliminary work has started on the evidence base for the new Vale local plan, such as the Vale Call for Sites (issued in April 2020), this can be transferred directly into the Joint Local Plan evidence base; therefore no work will be wasted.
7. For South, the existing LDS was adopted in March 2020 containing the timetable for the South Oxfordshire Local Plan 2035. This local plan was adopted in December 2020 and so this project has been completed. A decision on a new plan is needed, with a new LDS to project plan. On 18 July 2019 South's Council resolved to: "5. agree that as soon as practicable, alongside satisfactory progress being made on resolving issues in the emerging Local Plan, work on a subsequent Local Plan shall commence, strengthening climate change considerations." South also agreed its new Corporate Plan in October 2020.
8. There are several **advantages** to preparing a Joint Local Plan, including:
 - a) South and Vale both now have recently adopted local plans and for the first time, timetables align making a joint plan a possibility.
 - b) South and Vale have new Corporate Plans with a good degree of overlap and shared ambition. There is common ground, with numerous themes and issues in the Corporate Plans which are shared and can be addressed through common planning policy approaches, supported by a shared evidence base where necessary. Such an approach links to other policy areas where a joint approach is already in place, e.g. Joint Homelessness and Rough Sleeping Strategy, economic development and leisure strategies.
 - c) Planning challenges are similar across southern Oxfordshire, including climate change and affordable housing.
 - d) Opportunity to have one shared planning policy approach for South and Vale.
 - e) Developing one set of consistent policies would be more efficient for processing planning applications, appeals and enforcement work including the planning Specialists Team, but also for Land Charges and those dealing with public enquiries, including councillors.
 - f) Simpler for service users e.g. common community groups and local agents working across both councils.
 - g) Supports the development of a Joint Design Guide and Joint Design Codes.
 - h) Opportunity to plan Didcot and Science Vale comprehensively in one plan instead of two plans. Opportunity to resolve other strategic issues e.g. infrastructure deficiencies.
 - i) Opportunity to deal with common matters arising from the Oxfordshire Plan 2050, such as growth requirements directed to shared cross-boundary locations.

- j) Significant potential cost savings (see separate section below at paragraphs 27-29).
 - k) Opportunities for maximising commitment to effective strategic planning, supporting more certainty for communities and those investing in economic development.
 - l) Stronger position for strategic influencing the Oxfordshire Plan 2050 the Arc spatial framework and masterplanning – with the whole of southern Oxfordshire taking one approach.
 - m) Better able to engage with, and influence, developers at scale.
9. There are also a number of **disadvantages** to preparing a Joint Local Plan, including:
- a) A Joint Plan covers a larger area and could possibly be seen as less local (although we would continue to have a dedicated officer team supporting neighbourhood planning to provide fine-grained community-led planning).
 - b) Perception of being less democratic, with South or Vale Councillors effectively involved in influencing decisions on the other Council; political sovereignty.
 - c) Possible lack of appetite following recent position with the South local plan adoption process and the subsequent submitted case for judicial review.
 - d) The Councils' democratic processes are separate, but this can be resolved by establishing appropriate joint governance arrangements that are sustainable over the plan period (3 to 4 years) and based on common objectives.

Why the Council needs to revise/ undertake a new local plan

10. Vale's Local Plan Part 1 was adopted in 2016 and Vale Local Plan Part 2 in 2019, South Oxfordshire's Local Plan was adopted in December 2020. Planning regulations require Councils to review local plans at least once every 5 years from their adoption date to ensure that policies remain relevant and effectively address the needs of the local community. The National Planning Policy Framework states that policies in local plans should be reviewed to assess whether they need updating at least once every 5 years. Having an up-to-date plan can assist the councils in defending planning appeals and housing land supply.
11. Local Plans normally take at least 3 - 5 years to prepare, examine and adopt, with evidence gathering, statutory consultation stages and examination. To meet the 5-year timetable we should be preparing new or revised local plans for both councils now. It is usual for councils to follow this practice. Both councils took 3 to 6 years to undertake their current adopted plans (Vale's being in two parts at around 3.5 years each part so a total of 7 years, South's in one document taking 6 years).
12. The existing adopted Local Plans for South and Vale were based on the previous Corporate Plans. The context for the plans is changing, with the new Corporate Plans and the Oxfordshire Plan 2050, which is being prepared and is scheduled for adoption in just over 2 years (June 2023) and updated National Planning Policy Framework (NPPF) (February 2019).

How a Joint Local Plan could work

13. This will be long term planning for the 2030s-40s. Growth is already planned for Vale until 2031 and for South until 2035. Furthermore, both existing plans have strategic

sites which will deliver beyond their current plan periods (1,883 homes for Vale beyond 2031 and 2,815 homes for South beyond 2035).

14. The evidence base for the Oxfordshire Plan 2050 will be used for any new local plans and its preparation is already in progress. This will need to be supplemented by some additional local plan evidence base studies that give more local detail or cover non-strategic policy areas not being dealt with by Oxfordshire Plan.
15. A Joint Local Plan would be flexible to accommodate differing needs across both districts, and potentially adaptable to accommodate the Government’s planning reforms (whenever these are implemented).
16. A Joint Local Plan could incorporate district-specific elements as required. For example, it could have specific policies for separate spatial areas including South or Vale districts, Western Vale, Eastern Vale, the AONBs, etc. Policies could apply to both districts, or certain policies could apply to just one district, for example to achieve local distinctiveness or address a particular issue specific to one area or one district. The Joint Local Plan could have separate housing requirements for South and Vale, or for sub areas, which could be monitored against separately, in a (potentially joint) annual Authority Monitoring Report.
17. A Joint Local Plan would still provide a strong role for neighbourhood plans e.g. encouraging neighbourhood plans to contain land allocations, which is currently more common in South than Vale.

Timetable

18. The timetable for a Joint Local Plan is set out in the proposed Joint Local Development Scheme at Appendix 1. This Local Development Scheme contains the programme for planning policy work, including the Joint Local Plan, Community Infrastructure Levy updates, Statement of Community Involvement update, and Supplementary Planning Documents (SPDs).
19. The timetable for the next local plan (whether separate or joint) must run in parallel with, but slightly behind, the Oxfordshire Plan 2050 as that will contain the strategic decisions on scale and broad locations for development.
20. In summary the timetable for the production of a joint plan is proposed as follows:

Oxfordshire Plan 2050 timetable		Joint Local Plan timetable	
Reg 18 (part 2)	June/Jul 2021	Scoping (inc evidence base commissioning)	Spring- Autumn 2021
Reg 19	Feb/Mar 2022	Reg 18	Summer 2022
Submission	Sep 2022		
Inspector’s report	Feb 2023	Reg 19	Summer 2023
Adoption	June 2023	Submission	Winter 2023/24
		Adoption	Autumn 2024

- Governance influences resourcing
- Resource influences timetabling
- As does milestone being reached for the Oxfordshire Plan 2050
- External factors – e.g. planning reforms may impact on timetable

Options

21. Options include preparing a Joint Local Plan for South and Vale, preparing two separate Local Plans, one for each council, or produce no plan at this stage.
22. A Joint Local Plan has advantages and disadvantages set out in paras 8-9 above. These are both planning advantages (e.g. more comprehensive planning for Didcot, simplicity for our service users) and also practical advantages (like cost savings and more efficient use of officer time).
23. Rejecting the joint plan recommendation and continuing with the status quo of preparing two separate Local Plans produces similar results (a new up-to-date plan) and reduces some risks of joint working but misses out on the cost savings and efficiencies and the opportunity for planning to be more joined up. Another option would be closer collaborative working on two local plans. For example commissioning joint evidence base studies (already doing this wherever possible) or a joint examination of two separate local plans.
24. If councillors choose not to do a Joint Local Plan, then officers would recommend we prepare a new South Oxfordshire Local Plan, as explained above. Hence an alternative recommendation is suggested.
25. 'No plan' is an option but it is not recommended because it risks first Vale, and then later South, falling into a situation of having no up-to-date local plan and being exposed to the presumption in favour of sustainable development in line with the NPPF and penalties imposed by Government. There is theoretically an option to leave the review of our Local Plans entirely to the Oxfordshire Plan 2050 process, but the Oxfordshire Plan would then need to include all strategic policies and allocations, including allocations where neighbourhood plans do not allocate sufficiently. This approach is beginning to be used in some parts of the UK. However, covering both strategic and non-strategic matters is not the currently agreed scope of the Oxfordshire Plan 2050, and if it was, there would be significant delays because of the scale of work involved, impacting on the delivery of the Oxfordshire Plan and its funding, which all parties would have to agree.
26. With the Joint Local Plan option there are two governance options, for an informal arrangement under Section 28 of the Planning and Compulsory Purchase Act, or a formal committee including the County Council under section 29 of the same Act. These are explored further in the paragraphs below (paras. 30 – 33).

Financial Implications

27. A new Joint Local Plan offers significant savings over preparing two separate local plans.
28. The savings from working together would include some savings on the evidence base (with shared rather than separate consultancy commissions, in particular halving the costs of Sustainability Appraisal and Habitats Regulations Assessment), and one set of

public consultations not two. More significant savings would arise from the examination stage, with one Inspector, one programme officer, and one QC. The cost for the examination of a joint local plan would be similar to a single local plan, but costs would be split 50:50 between the councils.

29. Recent experience has shown it has cost approximately £1 million per local plan per year of plan preparation to deliver a plan found sound at examination. Officers anticipate the costs could be reduced with a joint plan by approximately one third in total, excluding staff costs.

Legal Implications

30. There are two principal governance options for the preparation and adoption of a Joint Local Plan, which are set out in the Planning and Compulsory Purchase Act 2004 sections 28 and 29. More information is available at www.gov.uk/guidance/plan-making.
31. Section 28 allows two or more local planning authorities to prepare joint local development documents (LDDs – which includes local plans). Although the relevant county council in two-tier areas can be part of the plan-preparation process (if invited by the Local Planning Authorities (LPA)), they cannot be part of the formal decision-making as this remains the responsibility of the individual LPAs. Under Section 28, the final, formal decisions at key local plan stages (consultations, publication, submission, adoption) are made either separately by each council or via a voluntary joint committee.
32. Section 29 was introduced in the 2004 Act to enable County Councils to continue to have a strategic planning role working with Districts. Section 29 of the Act allows for the decision-making on joint local development documents to be conferred on a joint committee through an order of the Secretary of State. In two-tier areas like Oxfordshire, county councils are a formal partner in the joint committee and therefore would have equal membership on a committee formed under Section 29.
33. Given the context of Development Plan making across Oxfordshire, with a strategic Plan underway already (the Oxfordshire 2050 Plan), and a shared management and policy team already in place for South and Vale, officers recommend that in principle a Joint Local Plan is prepared in accordance with Section 28 of the Planning and Compulsory Purchase Act 2004. This would involve either formal decisions at key local plan stages (consultations, publication, submission, adoption) being made separately by each council or via a voluntary joint committee. Delegated authority is sought for the Head of Legal and Democratic, in consultation with the Head of Planning and Cabinet Members for Planning and Legal and Democratic, to establish the appropriate detailed governance arrangements.

Risks

34. All local plans, whether single or joint, have risks involved in their preparation. They take several years to prepare, and the context is ever changing. For example, there can be changes to external factors such as Government policy, or changes to the local plan system itself through planning reforms, or local government reorganisation. Changes to the council's priorities or administration can also bring need for revisions, which can be hard to deliver if a plan is at the post-submission stage. There can be risks if staff resources or budgets fall short. Many of these risks are the same whether

a plan is separate or joint. We manage these risks by identifying them in a risk register, and preparing contingencies and mitigations to adapt to them if they materialise.

35. For a joint South and Vale local plan, some risks are set out in the disadvantages section at paragraph 9 above. The current application for a judicial review of the South Oxfordshire Local Plan could challenge priorities and resources. Local authority elections in May 2023 could also provide further challenges and thus a policy cross-party member steering group can reduce the risks. The drive to make fast progress on a new plan is a stronger imperative for Vale than South, due to the time that has passed since adoption. In summary, the key additional risk, over and above the risks from preparing separate local plans, is delivering a joint plan which both councils can agree on during plan preparation stages and can adopt at the end. This can be managed through good practices in member involvement, and it can be monitored using the risk register to track emerging or diminishing risks over time.

Other implications

How a Joint Local Plan fits with the Oxfordshire Plan 2050

36. Both South and Vale councils are already engaged in a joint plan – the Oxfordshire Plan 2050 – which is being prepared jointly by all Oxfordshire’s Districts and Oxford City Council. This will contain Oxfordshire-wide strategic policies. It will identify the scale of future growth to the year 2050 and set development principles, as well as showing some broad locations for accommodating that growth (at a high level) and elements like nature recovery. It currently will not contain detailed land-use allocations.
37. A Joint Local Plan would implement and identify sites for the numbers and broad locations for growth set out in the forthcoming Oxfordshire Plan 2050. It would, for example, allocate land for housing, employment, renewable energy, green and community uses, as well as setting the brief for neighbourhood plans.
38. Preparation of a Joint Local Plan would be aligned with and follow closely behind the Oxfordshire Plan 2050. The aim would be for the Oxfordshire Plan 2050 to be examined first to establish the overall strategy for Oxfordshire before the Regulation 19 consultation stage (the last public engagement on the preferred plan) of the Joint Local Plan.
39. Preparing a Joint Local Plan would reduce duplication and increase the priority that the council could give to the Oxfordshire Plan 2050 as it reaches important decision stages. It would also provide more scope for undertaking other important policy work in line with the Corporate Plans e.g. Community Infrastructure Levy updates, Infrastructure Delivery Plan updates, preparing Supplementary Planning Documents, and planning monitoring tasks.

Oxford - Cambridge Arc Spatial Framework

40. Following Government announcements in March 2020 and more recently on 18 February 2021, work is commencing, led by a specialist team at the Ministry of Housing, Communities and Local Government (MHCLG), on a long-term spatial framework for the Ox-Cam Arc. Both South and Vale are within the geographic areas of the Oxford-Cambridge Arc, which will cover the five counties of Oxfordshire, Northamptonshire, Buckinghamshire, Bedfordshire and Cambridgeshire. The Spatial

Framework will plan for growth in the Arc area, setting policies on the economy, the environment, transport, infrastructure and housing.

41. Once implemented, the Spatial Framework will have the status of national planning and transport policy, and therefore Local Planning Authorities will have to have regard to the Spatial Framework when making planning decisions. We will need to engage with this and address how future work on the Arc can feed into the Oxfordshire Plan 2050 and Joint Local Plan. The larger geography of a Joint Local Plan could provide more scope for influencing emerging Arc thinking and provide a more joined up way of addressing opportunities and threats.

How it fits with Planning Reforms

42. The Government's planning reforms envisage plan-making outputs being not so much a document but as data. This data would be map-based and machine readable. Government has proposed there would be no generic development management policies set locally, these would be set nationally.
43. The new Joint Local Plan could aim to either follow the existing plan-making system or be ready for the next system (e.g. mapping growth/ renewal/protection areas, working on Design Guides and/or Design Codes). This would be subject to what the Government propose as transitional arrangements, including at what stage we were in the plan making process.
44. It should be noted that at this time the Government proposals are just that, i.e. proposals only. The Government made clear in a [Ministerial Statement](#) on 19 January 2021 that local planning authorities should not hold up work on local plans to wait for the planning reforms.

Conclusion

45. Officers recommend that the advantages of a Joint Local Plan outweigh the disadvantages (see paragraphs 8-9) and that a Joint Local Plan is progressed for South and Vale. Officers recommend that the Joint Local Plan is, in principle, prepared using the provisions of Section 28 of the Planning and Compulsory Purchase Act 2004, with key decisions being made separately by each council or via a voluntary joint committee. Officers are seeking a decision on the principle of a joint local plan, with the governance arrangements to be established using delegated authority in consultation with the Cabinet member.

Background Papers

- Proposed Joint Local Development Scheme (Appendix 1)

Local Development Scheme



What is the Local Development Scheme?

- 1 The Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) requires local planning authorities to prepare, maintain and publish a Local Development Scheme (LDS).
- 2 The LDS sets out the timetable to produce the Development Plan Documents (DPDs), including key production and public consultation stages. It must be made available publicly and be kept up to date. This enables the community, businesses, developers, service and infrastructure providers and other interested organisations to know which DPDs are to be prepared for the area and when they are able to participate in their preparation¹.
- 3 This LDS updates the previous Local Development Schemes published in March 2019 by South Oxfordshire District Council and in February 2020 by Vale of White Horse District Council and combines this information into a singular LDS. This is the first joint LDS that covers South Oxfordshire and Vale of White Horse District Councils. It provides information about the Development Plans and other Planning Policy documents the Councils plan to prepare.
- 4 Authority Monitoring Reports produced by both Councils annually, monitors and reviews the implementation of the LDS.
- 5 Whilst not a formal requirement, for ease of reference the LDS also includes information about the main supporting and procedural documents that do or will accompany the Joint Local Plan.

Background to Local Planning Documents

- 6 The development plan for South Oxfordshire and Vale of White Horse consists of a range of documents which guide development within the districts. The statutory Development Plan is the set of DPDs and Neighbourhood Development Plans that together form the statutory basis for determining planning applications for the Councils. Key elements of the **Development Plan** are:
 - **Local Plans** – Local Plans detail the planning strategies for development within the districts. This includes strategic and non-strategic policies to address the district's priorities for the development and use of land in its area, usually including the allocation of land for development, such as housing or employment and open spaces. These policies must be in general conformity with government guidance, in particular the National Planning Policy Framework (NPPF).

¹ Public consultations will continue to be advertised and stakeholders notified when important documents are published for public consultation, in accordance with our published **Statements of Community Involvement** which for SODC is available here: <http://www.southoxon.gov.uk/services-and-advice/planning-and-building/planning-policy/our-development-plan/community-involvement> and for VOWH is available here: <https://www.whitehorsedc.gov.uk/vale-of-white-horse-district-council/planning-and-development/local-plan-and-planning-policies/statement-of-community-involvement/>

- **Minerals and Waste Local Plans** - in areas that have County and District Councils, the County Council has the responsibility for producing Minerals and Waste Local Plans - such as is the case for Oxfordshire.
- **Oxfordshire Plan 2050** - in Oxfordshire, there is an additional development plan in preparation: the [Oxfordshire Plan 2050](#). Through the [Oxfordshire Housing and Growth Deal](#), the Councils have committed to preparing this plan, which is a Joint Strategic Spatial Plan (JSSP) with the other Oxfordshire authorities. This document will become part of the Development Plan following its Examination in Public and once the Councils adopt it. In November 2020, a revised timetable for the Oxfordshire Plan was published, which set out the following future milestones:

Key Milestones for the Oxfordshire Plan 2050	
Consultation on Spatial Growth Options (Regulation 18 Part II)	<i>Summer 2021</i>
Consultation on Submission (Draft) Plan (Regulation 19)	<i>Spring 2022</i>
Submission of Oxfordshire Plan 2050	<i>September 2022</i>
Examination of Plan	<i>November/December 2022</i>
Publication of the Inspectors Report	<i>February/March 2023</i>
Oxfordshire Plan 2050 Adoption (subject to examination)	<i>May/June 2023</i>

- **Neighbourhood Development Plans (NDP)** are community-led plans for guiding future development and growth of a local area. Whilst they are not compulsory, once duly prepared and once they legally come into force, they become a statutory document that form part of the Development Plan. NDPs must be in general conformity with the strategic policies contained in any Local Plan that covers their area. NDPs are prepared by qualifying bodies (parish or town councils in parished areas and neighbourhood forums in non-parished areas). They are prepared to a timescale that is set by the qualifying body, not the Councils, and therefore the timetable for their preparation is not contained within this LDS.
- 7 Although not part of the development plan, the Oxford-Cambridge Arc Spatial Framework is currently in development which will become an important planning document regionally:
- **Oxford-Cambridge Arc Spatial Framework** - a Spatial Framework for the Oxford-Cambridge Arc – the area that spans the five counties of Oxfordshire, Northamptonshire, Buckinghamshire, Bedfordshire and Cambridgeshire, is currently in development led by a specialist team in the Ministry of Housing, Communities and Local Government (MHCLG). The Spatial Framework will plan for growth in the Arc area, and in order to do so will set policies on the economy, the environment, transport, infrastructure and housing. Once implemented, the Spatial Framework will have the status

of national planning and transport policy, and therefore Local Planning Authorities such as ourselves will have to have regard to the Spatial Framework when making planning decisions.

Key Milestones for Oxford-Cambridge Arc Spatial Framework	
Consultation on Spatial Framework vision	<i>Summer 2021</i>
Consultation on Spatial Framework options, entitled 'Towards a Spatial Framework'	<i>Spring 2022</i>
Consultation on draft Spatial Framework and evidence base	<i>Autumn 2022</i>
Publication and implementation of Spatial Framework	<i>Shortly after the draft Spatial Framework consultation</i>

The Statutory Development Plan – South Oxfordshire

8 The current Development Plan for South Oxfordshire comprises:

Name of DPD	Date Adopted	Under Review
South Oxfordshire Local Plan 2035	December 2020	Yes – the Joint Local Plan with Vale of White Horse District Council will eventually supersede this Plan
Oxfordshire Minerals and Waste Local Plan 2031 Part 1: Core Strategy ²	September 2017	No – although Oxfordshire Minerals and Waste Local Plan Part 2: Site Allocations is currently being drafted. The timetable for the Minerals and Waste Local Plans is set by the County Council and can be obtained from their website ³
Saved policies from the Oxfordshire Minerals and Waste Local Plan	July 1996	Yes – this will eventually be replaced by the new Minerals and Waste Local Plan that is being prepared in two parts: Core Strategy and Site Allocations. The Core Strategy was adopted on 12 September 2017, and Part 2: Site Allocations is currently being drafted
The Baldons Neighbourhood Development Plan	October 2018	No
Benson Neighbourhood Plan	August 2018	No
Berrick Salome Neighbourhood Plan	October 2019	No
Brightwell cum Sotwell Neighbourhood Development Plan	October 2017	No
Chalgrove Neighbourhood Development Plan	December 2018	No
Chinnor Neighbourhood Plan	October 2017	Yes – the Plan has been reviewed and has been independently examined. The District Council has made the decision to progress the plan for referendum which will take place in Spring 2021
Cholsey Neighbourhood Plan	April 2019	No

² <https://www.oxfordshire.gov.uk/cms/content/minerals-and-waste-core-strategy>

³ <https://www.oxfordshire.gov.uk/residents/environment-and-planning/planning/planning-policy/minerals-and-waste-policy/new-minerals-and-waste-plan#paragraph-638>

Dorchester on Thames Neighbourhood Development Plan	April 2018	No
East Hagbourne Neighbourhood Plan	April 2019	No
Goring Neighbourhood Plan	July 2019	No
Joint Henley and Harpsden Neighbourhood Plan	April 2016	Yes – the parish council have now begun a review of the neighbourhood plan
Little Milton Neighbourhood Development Plan	December 2018	No
Long Wittenham Neighbourhood Development Plan	October 2017	Yes – the plan review is currently undergoing an independent examination. If successful at examination, it will and be put to a referendum due to the significant modifications proposed
Pyrton Neighbourhood Development Plan	April 2019	No
Sonning Common Neighbourhood Development Plan	October 2016	Yes – the parish council have now begun a review of the neighbourhood plan
Thame Neighbourhood Plan	July 2013	Yes – the parish council have now begun a review of the neighbourhood plan
Warborough and Shillingford Neighbourhood Plan	October 2018	No
Watlington Neighbourhood Development Plan	August 2018	Yes – the parish council have now begun a review of the neighbourhood plan
Woodcote Neighbourhood Plan	May 2014	Yes – the parish council have now begun a review of the neighbourhood plan

9 Additionally, a number of **Neighbourhood Development Plans** are currently being prepared in South Oxfordshire. The following parish or town councils have all had their neighbourhood areas approved and are currently preparing their Neighbourhood Development Plans with their communities:

- Aston Rowant
- Beckley and Stowood

- Berinsfield
- Clifton Hampden
- Crowmarsh
- Cuddesdon and Denton*
- Culham
- Ewelme*
- Eye and Dunsden
- Garsington
- Horspath
- Kidmore End
- Lewknor
- Sandford-on-Thames
- Shiplake
- Stanton St John
- Sydenham*
- Tetsworth*
- Tiddington with Albury
- Towersey
- Wallingford*
- Wheatley*
- Whitchurch-on-Thames

*These Neighbourhood Development Plans are planned to go to referendum in Spring 2021.

10 Subject to them successfully completing the formal stages, some of these plans are expected to become part of the Development Plan this year.

The Statutory Development Plan – Vale of White Horse

11 The current Development Plan for Vale of White Horse comprises:

Name of DPD	Date Adopted	Under Review
Vale of White Horse Local Plan 2031 Part 1	December 2016	Yes – the Joint Local Plan with South Oxfordshire District Council will eventually supersede this Plan
Vale of White Horse Local Plan 2031 Part 2	October 2019	Yes – the Joint Local Plan with South Oxfordshire District Council will eventually supersede this Plan
Oxfordshire Minerals and Waste Local Plan 2031 Part 1: Core Strategy	September 2017	No – although Oxfordshire Minerals and Waste Local Plan Part 2: Site Allocations is currently being drafted. The timetable for the Minerals and Waste Local Plans is set by the County Council and can be obtained from their website ⁴
Saved policies from the Oxfordshire Minerals and Waste Local Plan	July 1996	Yes – this will eventually be replaced by the new Minerals and Waste Local Plan that is being prepared in two parts: Core Strategy and Site Allocations. The Core Strategy was adopted on 12 September 2017, and Part 2: Site Allocations is currently being drafted
Drayton Neighbourhood Plan (made July 2015)	July 2015	No
Great Coxwell Neighbourhood Plan (made July 2015)	October 2020	Yes – The Parish Council undertook a minor (non-material) review and it was agreed at Council on 7 October 2020 that the revised neighbourhood plan would replace the version made in 2015. The parish council have now begun a more substantial review of the neighbourhood plan.
Longworth Neighbourhood Plan	October 2016	No
Blewbury Neighbourhood Plan	December 2016	No
Faringdon Neighbourhood Plan	December 2016	No
Radley Neighbourhood Plan	October 2018	No
Ashbury Neighbourhood Plan	July 2019	No

⁴ <https://www.oxfordshire.gov.uk/residents/environment-and-planning/planning/planning-policy/minerals-and-waste-policy/new-minerals-and-waste-plan#paragraph-638>

Uffington and Baulking Neighbourhood Plan	July 2019	No
Wootton and St Helen Without Neighbourhood Plan	December 2019	No

12 A number of **Neighbourhood Development Plans** are currently being prepared in Vale of White Horse. The following parish or town councils have all had their neighbourhood areas approved and are currently preparing their Neighbourhood Development Plans with their communities:

- Appleton with Eaton
- Chilton
- Cumnor
- East Challow
- East Hanney
- North Hinksey*
- Shellingford
- Shrivenham*
- Stanford in the Vale
- Steventon
- Sunningwell
- Sutton Courtenay
- Wantage
- West Hanney

* These Neighbourhood Plans are planned to go to referendum in Spring 2021.

13 Subject to them successfully completing the formal stages, some of these plans are expected to become part of the Development Plan this year.

14 In addition to those listed above, the statutory Development Plan for both Councils will also include the following once adopted or made:

- Oxfordshire Plan 2050
- Oxfordshire Minerals and Waste Local Plan Part 2: Site Allocations
- Any other “made” (adopted) Neighbourhood Development Plans.

Programme for the Local Plan Review

15 South Oxfordshire and Vale of White Horse District Councils are commencing work on a Joint Local Plan and associated documents. The following tables describe the content, coverage and timetable for the Development Plan Document, which is also illustrated in **Figure 1**, in context with other planning policy work. Further documents will be added to the LDS programme as the need for them becomes apparent and resources allow.

Joint Local Plan 2041	
Role & Subject - This document will set out the overall development strategy for the period up to 2041. It will include strategic policies as well as local level policies on environment and any allocations for housing and employment with any associated infrastructure requirements.	
Coverage - District-wide (South Oxfordshire and Vale of White Horse Districts)	
Conformity - With the National Planning Policy Framework and the Oxfordshire Plan 2050	
Replaces – SODC Local Plan 2035 and VOWH Local Plan 2031 (Parts 1 and 2)	
Timetable - Key Stages	
Local Plan preparation and engagement	March 2021-July 2022
Public Consultation on Preferred Options/Draft Plan (Regulation 18)	July/August 2022
Public Consultation on Pre-Submission (Regulation 19)	July/August 2023
Submission to Secretary of State (Regulation 22)	January 2024
Examination in Public (Regulation 24)	June 2024
Inspector's report (Regulation 25)	September 2024
Adoption (Regulation 26)	October 2024
<i>(Regulation references taken from The Town and Country Planning (Local Planning) (England) Regulations 2012)</i>	

Related documents supporting the South Oxfordshire Local Plan 2035

16 The current South Oxfordshire Community Infrastructure Levy (CIL) was adopted in 2016 and needs updating to align with the up to date Local Plan 2035. There will be a CIL Review in 2021, with consultation taking place on the draft Charging Schedule.

South Community Infrastructure Levy (CIL) (adopted February 2016)	
Role and Subject – This document will detail the types of development required to pay the Council a levy based on a cost per square metre of development. Collected funds will contribute to appropriate infrastructure to support new development.	
Coverage – South Oxfordshire district-wide	
Conformity – The Local Plan 2035, the National Planning Policy Framework and Community Infrastructure Levy Regulations 2010 (as amended)	
Timetable – Key Stages	
Public Consultation	Summer 2021
Submission	Autumn 2021
Examination in Public	Autumn/Winter 2021
Inspector’s report	Winter 2021
Adoption	Early 2022

17 **Supplementary Planning Documents (SPD)** (and their predecessors, Supplementary Planning Guidance) complement or expand upon local plan policies, for example, describing in more detail how an allocated site should be developed. An SPD cannot allocate new sites for development, nor contain new policies for the use or development of land, and they must not conflict with the adopted Development Plan. South Oxfordshire currently has a number of adopted SPDs/SPG. Some of these SPDs/SPG have now served their purpose. On publication of this LDS, SPDs/SPG comprise:

Name of SPD/SPG	Description of SPD	Date Adopted	Review Target Completion Date
Traditional Shopfront Design Guide	Provides practical advice for those involved in the design of traditional shop fronts in South Oxfordshire. It is used for assessing shop front designs when they are presented for planning or other consents.	November 1995	No review planned

South Oxfordshire Landscape Assessment SPG	A District-wide landscape assessment that sets out individual Character Areas, describing in detail their landscape and settlement character together with appropriate guidelines for landscape enhancement, planning and development.	July 2003	No review planned
Vauxhall Barracks Development Brief SPG	Informs the preparation and submission of Planning Applications on land known as Vauxhall Barracks, Didcot.	Feb 2004	No review planned
Affordable Housing SPG	Provides clear practical guidance on the delivery of affordable housing within the district.	Sept 2004	Plan to produce a district wide or potentially joint Affordable Housing SPD in the next year
Didcot Town Centre SPD	This document was adopted in May 2009 and provided planning guidance to aid the development of the Didcot Town Centre. It set out the Council's vision and strategic development principles for the expansion of the town centre. A new phase of Didcot Town Centre's Orchard Centre opened in 2018. New and updated policies for Didcot Garden Town are also included in the recently adopted South Oxfordshire Plan.	May 2009	No review planned
Section 106 Planning Obligations SPD	Provides guidance for negotiating planning obligations. Planning obligations enable a development's impact to be mitigated and are intended to make a development.	March 2016	The Council will prepare an update to the Developer Contributions SPD in tandem with an update to the CIL Charging Schedule. A draft SPD will be prepared in 2021

<p>South Oxfordshire Design Guide SPD</p>	<p>Provides practical, clear and coherent design guidance based on best practice urban design values and urban design principles. In the context of the significant growth planned for, the guide will help to ensure that we attain high quality and inclusive design for all developments, including individual buildings, public and private spaces.</p>	<p>November 2016</p>	<p>Vale of White Horse and South Oxfordshire District Councils are currently preparing a Joint Design Guide SPD to replace the 2015 Design Guide. A draft Guide will be produced for consultation in 2021.</p>
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Related documents supporting the Vale of White Horse Local Plan 2031

18 The Vale of White horse CIL was adopted in 2017 and needs updating to align with our up to date Local Plan 2031. There will be a CIL Review in 2021, with consultation taking place on the draft Charging Schedule.

Vale Community Infrastructure Levy (CIL) (adopted September 2017)	
Role and Subject – This document will detail the types of development required to pay the Council a levy based on a cost per square metre of development. Collected funds will contribute to appropriate infrastructure to support new development.	
Coverage – Vale of White Horse district-wide	
Conformity – The Local Plan 2031, the National Planning Policy Framework and Community Infrastructure Levy Regulations 2010 (as amended)	
Timetable – Key Stages	
Public Consultation	Completed (Jan-Feb 2021)
Submission	Spring 2021
Examination in Public	Summer 2021
Inspector's report	Summer/Autumn 2021
Adoption	Autumn 2021

19 Current and planned **Supplementary Planning Documents (SPDs)** for Vale of White Horse District Council are set out below:

Name of SPD	Description of SPD	Date Approved	Review Target Completion Date
Vale of White Horse Design Guide	Provides practical, clear and coherent design guidance based on best practice urban design values and urban design principles and will provide guidance to help with Climate Change.	March 2015	Vale of White Horse and South Oxfordshire District Councils are currently preparing a Joint Design Guide SPD to replace the 2015 Design Guide. A draft Guide will be produced for consultation in 2021.

Abbey Shopping Centre and Character Area	Provides a guide to detailed applications and possible future development options for the area	December 2011	No review planned
Botley Centre	Provides clear guidance on how development could come forward in this Local Service Centre.	January 2016	No review planned – development under construction
Developer Contributions SPD	Provides guidance for negotiating planning obligations. Planning obligations enable a development's impact to be mitigated and are intended to make a development acceptable when it would otherwise be unacceptable in planning terms.	June 2017	Autumn 2021 The Council is preparing an update to the Developer Contributions SPD in tandem with an update to the CIL Charging Schedule. A draft SPD was consulted upon in early 2021.
Dalton Barracks	It will set out a strong vision for a new mixed-use development that is highly accessible, incorporating sustainable transport initiatives and being sensitive to Cothill Fen Special Area of Conservation through provision of parkland. It will provide further detail on how development will need to consider the landscape, ecology, pollution, transport, historic environment, facilities capacity, phasing of development and how Garden Village Principles will be delivered to achieve the exemplar design.	N/A	Autumn/Winter 2021
Affordable Housing SPD	This would provide clear practical guidance on the delivery of affordable housing within the district.	N/A	Plan to produce a district wide or potentially joint Affordable Housing SPD in the next year

20 **Local Development Orders (LDO)** are policy instruments that extend permitted development rights for certain forms of development that the local authority considers to be suitable, either in general or limited to defined areas. LDOs are intended to simplify the process for development. Development that conforms to an LDO would not require planning permission. An LDO was adopted for Milton (Business) Park in 2012 and committed to undertaking a review every 5 years. As part of preparing the next local plan, a review of the LDO will be undertaken. Local Plan 2031 Part 2 proposes that an LDO for Harwell Campus will be prepared to facilitate the effective and accelerated planning of proposals coming forward on the campus. LDO's may also be produced to support Didcot Garden Town. An LDO for Didcot Technology Park is currently in preparation.

Statement of Community Involvement

21 The South Oxfordshire **Statement of Community Involvement (SCI)** was adopted on 15 June 2017. The Vale of White Horse **Statement of Community Involvement (SCI)** was adopted in September 2020.

22 The SCI is a code of practice that shows how and when the Councils will involve different groups, organisations and communities in the production of planning documents, including the Local Plan. It also sets out how the Councils will involve people when assessing and deciding on planning applications for development. It describes the Council's overall approach to community engagement and people's involvement in the planning process, as well as how people can become involved with planning applications.

23 South Oxfordshire and Vale of White Horse District Councils will be preparing a joint SCI. Information is provided in the table below:

Statement of Community Involvement (SCI) 2021	
Role & Subject - This document will set out the ways in which local residents, businesses, organisations and statutory consultees can be involved in our planning processes. This covers both the preparation and production of planning policy documents and how the community will be involved in decisions relating to planning applications.	
Coverage - District-wide (South Oxfordshire and Vale of White Horse District Councils)	
Conformity - With the National Planning Policy Framework (2019)	
Timetable - Key Stages/Milestones	
Public Consultation	Summer 2021
Adoption	Autumn 2021

Monitoring and Review

24 The Councils are required to monitor annually how effective their policies and proposals are. An Authority Monitoring Report (AMR) will be published by the Councils each year to inform LDS reviews and will be made public.

25 As part of the monitoring process, the Councils will assess:

- whether they are meeting, or are on target to meet, the milestones set out in the LDS and, if not, what the reasons are
- what impact Local Development Documents are having on other national and locally set targets
- whether any policies need to be reviewed, or replaced to meet sustainable development objectives
- what action needs to be taken if policies need to be replaced.

26 As a result of the monitoring, the Councils will consider what changes, if any, need to be made. If changes are appropriate these will be brought forward through the review of the LDS.

Alternative formats of this publication, a summary of its contents or specific sections, are available on request.

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**Planning Policy Team
135 Eastern Avenue,
Milton Park, Milton, OX14 4SB
Tel: 01235 422422**

Email: planning.policy@whitehorsedc.gov.uk

Email: planning.policy@southoxon.gov.uk



Listening Learning Leading



Cabinet Report



Listening Learning Leading

Report of Acting Deputy Chief Executive – Place

Author: Suzanne Malcolm

Reporting Officer: Silke More O’Ferrall

Telephone: 07917 088370

E-mail: silke.oferrall@southandvale.gov.uk

Wards affected: Sonning Common

Cabinet member responsible: Cllr Robin Bennett

Tel: 01865 858680

E-mail: robin.bennett@southoxon.gov.uk

To: CABINET

Date: 18 March 2021

S106 Request – Sonning Common Parish Council

Recommendations

1. That Cabinet recommends Council to create a budget of £267,671 in the approved capital programme for the Memorial Hall Field project (ground levelling and access works and installation of fence along the western boundary) in Sonning Common, to be funded by the section 106 contributions set out in this report.
2. That Cabinet (subject to Council creating the budget):
 - i) approves funding to Sonning Common Parish Council of £267,670.53, towards the Memorial Hall Field project in Sonning Common as detailed in their application.
 - ii) authorises the Acting Deputy Chief Executive – Place, in consultation with the Head of Legal and Democratic to:
 - agree a funding agreement with Sonning Common Parish Council regarding the terms of use of the S106 funding; the instalments in which the funding is paid; the timing of instalments; the conditions subject to which instalments are paid and to otherwise protect the interests of South Oxfordshire District Council as the provider of the funding
 - approve the payment to Sonning Common Parish Council of £267,670.53 towards the Memorial Hall Field project, subject to and in accordance with the funding agreement.

Purpose of Report

1. To consider a request from Sonning Common Parish Council to release funds of £267,671 from two S106 contributions. Sonning Common Parish Council is seeking this funding towards the ground levelling, creating public access and the installation of fence along the western boundary at the Memorial Hall Field, Reade's Lane, Sonning Common.
2. As the funding requested is above £100,000 and under the terms of our constitution approval is required by full council to create a new budget.
3. The Memorial Hall Field land was acquired by Sonning Common Parish Council under a Section 106 agreement on 2 May 2018, which included the following provisions;
 - (a) the freehold of Site SON3 to be offered to Sonning Common Parish Council for the sum of £1 prior to the commencement of development of SON2
 - (b) a financial contribution of £250,000, no indexation agreed or applied (**£250,000**) towards the costs of levelling works, drainage works, seeding and public access on the SON3 site
 - (c) a contribution of £16,000, Index-Linked (**£17,670.53**), towards the cost of fencing on the SON3 site
4. The Memorial Hall Field is identified for sport and recreational use within the made Sonning Common Neighbourhood Plan and is referred to as SON3. Neighbourhood Plan Policy HS1 specifies that SON3 is to come forward as a publicly accessible sports and recreation ground. The supporting text to Policy H1 explains that the long-term aim for the recreational space is to have a community leisure or sports space to be provided by the parish council. The principle use of the site as a sport and recreational facility has been established through a planning permission (P15/S4119/FUL).
5. The detailed sums secured for the ground and access work requested by Sonning Common Parish Council are set out in the summary table below:

S106 18S20 - Development of Land at Bishopswood Middle Field and Memorial Hall

Infrastructure category	Contribution towards (extracts from S106 agreement)	Amount in Agreement	Contributions Received (incl. indexation)	Amount requested	Balance
Outdoor Sport	The sum of £16,000 Index-Linked (£17,670.53) to be used towards fencing around the Memorial Hall Field	£16,000.00	£17,670.53 received on 11.2.19	£17,670.53	£0

Infrastructure category	Contribution towards (extracts from S106 agreement)	Amount in Agreement	Contributions Received (incl. indexation)	Amount requested	Balance
Outdoor Sport	The sum of £250,000 for the provision of a	£250,000.00	£250,000.00 indexed?	£250,000.00	£0

	<p>public recreation area on the Memorial Hall Field and FOR THE AVOIDANCE OF DOUBT the provision of which is to include public access, levelling, Drainage Works and top soil with seeding on the Memorial Hall Field to provide an area suitable for the purposes of sports and public recreation</p>		<p>received on 11.2.19</p>		
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Background

6. The proposal is to undertake groundworks to change the existing contours of the land to create an active destination for the local community, with areas of level playing space for informal recreation, sport, physical activity and community events, along with the installation of a 2.4 metre high weldmesh fence along the western boundary of the site.
7. Planning permission for ground works and the various recreational and sports areas and a 2.4m weldmesh fence was granted on 19 November 2020 (P20/S2526/FUL).
8. Site access to the SON3 site was granted under planning permission P20/S0459/FUL on 6 August 2020.
9. The space will address some of the recreation and sports deficits identified in the Sonning Common Neighbourhood Plan and provide space for community activity events in a setting which is sympathetically landscaped and in keeping with the Chilterns Area of Outstanding Natural Beauty (AONB) in which it is located.
10. The works to proposed to start in March 2021 and be completed ready for use by June 2021.

Options

11. The development of SON 3 was explicitly provided for through the Sonning Common Neighbourhood Plan 2012-2017. The SCNDP identified a lack of appropriate recreational facilities within Sonning Common for all ages and abilities. Those facilities that do exist are either at Maiden Erlegh Chiltern Edge School (MECE), which are not fully open to the public and are in need of renovation, or in the Village Hall where there is there is limited capacity, or are run by sports clubs where membership is required.
12. A sport and recreation deficit in Sonning Common was identified in three studies undertaken in 2008, 2011 and 2015 by Nortoft Consultants commissioned by South Oxfordshire District Council.

13. Sport England have fully supported the vision for the Memorial Hall Field site and have provided advice and guidance on the facility composition and have supported the parish council's community use discussions with MECE.

Financial Implications

14. The financial implications of this request can be accommodated by the secured S106 contributions.
15. As the funding requested is above £100,000 and under the terms of our constitution approval is required by full council to create a new budget.
16. The total project cost is estimated at £648,000 plus VAT.
17. The S106 contributions sought in this application, and the CIL monies due to be passed to the parish council in April 2021 provide Sonning Common Parish Council with the necessary funds to deliver the project.

Legal Implications

18. A funding agreement is recommended between the Council and Sonning Common Parish Council to ensure that the S106 funds are used appropriately to cover the cost of this project.
19. Sonning Common Parish Council is the local authority and own the land at the Memorial Hall Field, Reade's Lane, Sonning Common. A transfer of land between Linden Limited and Sonning Common Parish Council took place on 28 January 2019 and is registered.

Risks

20. There is no shortfall in funding. The project works will be overseen by Aurora CC in conjunction with the Memorial Hall Field working group and project co-ordinator reporting to the parish council and its finance committee.
21. A funding agreement will be secured with Sonning Common Parish Council before any payment is made. This will reduce risks to the Council regarding any inappropriate use of funds. An amount of £267,670.53 will be paid to Sonning Common Parish Council, subject to completion of the funding agreement.

Conclusion

22. The project will provide sustainable recreation facilities to meet the needs of the growing community, now and in the future, promoting a healthy and active lifestyle, which it is hoped will, in turn, reduce healthcare needs.
23. It will create a site which can be easily accessed on foot from most of the village. The site will be cleared of sharp flints and stones and offer space for play and exercise. It will facilitate the re-starting of the village's Summer Fun programme, which provided much needed school holiday activities for all families.

24. The on-going Covid19 restrictions have seen even greater need for safe open spaces and the Parish Council is keen to do all it can to offer its residents opportunities for exercise, fresh air and activities as soon as possible
25. The proposed project conforms to the spending parameters of the S106 agreements and is a suitable use of the funds.

Cabinet Report



Listening Learning Leading

Report of Acting Deputy Chief Executive – Place

Author: Suzanne Malcolm

Reporting Officer: Silke More O’Ferrall

Telephone: 07917 088370

E-mail: silke.oferrall@southandvale.gov.uk

Wards affected: Thame

Cabinet member responsible: Cllr Robin Bennett

Tel: 01865 858680

E-mail: robin.bennett@southoxon.gov.uk

To: CABINET

Date: 18 March 2021

S106 Request – Thame Town Council

Recommendations

1. That Cabinet recommends Council to create a budget of £340,000 in the approved capital programme for a 3G Artificial Floodlit full-size football pitch project in Thame, to be funded by the section 106 contributions set out in this report;
2. That Cabinet (subject to Council creating the budget):
 - i) approves funding to Thame Town Council up to a maximum of £340,000, towards the installation of a new 3G artificial floodlit football pitch;
 - ii) authorises the Acting Deputy Chief Executive – Place, in consultation with the Head of Legal and Democratic to:
 - agree a funding agreement with Thame Town Council regarding the terms of use of the S106 funding; the instalments in which the funding is paid; the timing of instalments; the conditions subject to which instalments are paid and to otherwise protect the interests of South Oxfordshire District Council as the provider of the funding
 - approve the payment to Thame Town Council of up to £340,000 towards the installation of a new 3G artificial floodlit football pitch subject to and in accordance with the funding agreement.

Purpose of Report

1. We received an application from Thame Town Council to request funds for a total of £340,000 from eight individual S106 contributions on 26 January 2021. Thame Town Council is seeking funding to replace an existing grass pitch with a new full-size (100m x 64m) Floodlit 3G Football Turf Pitch (FTP) with pitch markings to accommodate a variety of football pitches, mini soccer pitches and training areas at The ASM Stadium, Meadow View Park, Thame, OX9 3RN.
2. This project had been identified in the Thame Sport Facility Strategy and will provide the first 3G Football Turf Pitch facility outside of Oxford.
3. The S106 contributions forming this funding are from the following developments:

1) Development: Land East of Thame Park Road

Address: Land East of Thame Park Road, Thame

Planning Ref: P14/S1619/O

S106 Ref: 15S12

Date of agreement: 18 March 2015

Spend by date: 10 January 2027

Decision: Delegated

Obligation: The “Sport” contribution is defined in the third schedule of the agreement as the sum of £153,196.18 Index-Linked (£160,286.35) towards outdoor pitches and indoor sports facilities serving Thame and the surrounding area.

Thame Sports Facility Strategy fund allocation amount: **£8,196.35**

2) Development: Land East of Thame Road

Address: Land East of Thame Road, Thame

Planning Ref: P14/S1619/O

S106 Ref: 15S13

Date of agreement: 18 March 2015

Spend by date: 8 May 2028

Decision: Delegated

Obligation: The “Sport” contribution is defined in the third schedule of the agreement as the sum of £205,202.36 Index-Linked (£224,439.69) or Higher the sum calculated by applying the District Matrix to the Composition of Development as identified in the Notification (Initial) towards outdoor pitches and indoor sports facilities serving Thame.

Thame Sports Facility Strategy fund allocation amount: **£153,671.19**

3) Development: Land North of Oxford Road

Address: Land North of Oxford Road, Thame

Planning Ref: P14/S3841/FUL

S106 Ref: 15S31

Date of agreement: 30 July 2015

Spend by date: 30 July 2028

Decision: Delegated

i) Obligation: The “Artificial Grass Pitch” contribution is defined in the third schedule of the agreement as the sum of £43,474 Index-Linked (**£48,970.65**) towards an artificial grass pitch to serve Thame.

ii) Obligation: The “Football Pitches” contribution is defined in the third schedule of the agreement as the sum of £9,549 Index-Linked (**£10,756.33**) towards the smaller-side pitches at Meadow View Thame and drainage of the lower field.

4) Development: Thame Service Station, 67-68 Park Street

Address: Thame Service Station, 67-68 Park Street, Thame

Planning Ref: P15/S2782/FUL

S106 Ref: 15S46

Date of agreement: 22 December 2015

Spend by date: 23 January 2028

Decision: Delegated

Obligation: The "Sports" contribution is defined in the first schedule on page 10 of the agreement as the sum of £25,814.22 Index-Linked (£28,504.18) incorporating;

- i) Provision of artificial grass pitch in Thame for community use £7,000 (**£7,729.43**)
- ii) Provision of smaller sized football pitches at Meadow View Park and the drainage of the lower field £1,500 (**£1,656.31**)

5) Development: Land West of Thame Park Road

Address: Land West of Thame Park Road, Thame

Planning Ref: P13/S2330/O

S106 Ref: 14S17

Date of agreement: 10 June 2014

Spend by date: 27 February 2030

Decision: Committee

Obligation: The "Sport" contribution is defined in the third schedule of the agreement as the sum of £268,834.61 Index-Linked (£339,364.45) or Higher the sum calculated by applying the District Matrix to the Composition of Development as identified in the Notification (Initial) towards outdoor pitches and indoor sports facilities serving Site. Thame Sports Facility Strategy fund allocation amount: **£87,999.05**

6) Development: Land adjoining Greenwood Avenue

Address: Land adjoining Greenwood Avenue, Chinnor

Planning Ref: P14/S0953/O

S106 Ref: 15S23

Date of agreement: 18 May 2015

Spend by date: 6 March 2029

Decision: Delegated

Obligation: The "Outdoor Sport" contribution is defined in the third schedule of the agreement as the sum of £52,644 Index-Linked (£59,369.33) or the sum calculated by applying the District Matrix to the Composition of Development as identified in the Notification (Initial) incorporating;

Towards an artificial grass pitch at Meadow Park Thame £4,902 (**£5,462**)

7) Development: Land east of Crowell Road

Address: Land east of Crowell Road, Chinnor

Planning Ref: P14/S1586/O

S106 Ref: 15S25

Date of agreement: 18 June 2015

Spend by date: 10 September 2029

Decision: Delegated

Obligation: The "Artificial Grass Pitches" contribution is defined in the second schedule of the agreement as the sum of £7,379 Index-Linked (**£8,453.16**) or if higher the sum calculated by applying the District Matrix to the Composition of Development as identified in the Notification (Initial) Index-Linked towards artificial grass pitches at Meadow Park Thame.

8) Development: Land off Lower Icknield Way
Address: Land off Lower Icknield Way, Chinnor
Planning Ref: P15/S0154/O
S106 Ref: 16S07

Date of agreement: 19 February 2016

Spend by date: No spend by date

Decision: Delegated

Obligation: The “Sport” contribution is defined in paragraph 1.1.62 of the unilateral agreement as the sum of £63,516 Index-Linked (£74,807.73) incorporating; £6,033 (**£7,105.53**) towards the costs of improving or enhancing an artificial grass pitch at Meadow Park Thame.

4. The figures for the 3G Artificial Football Pitch sums requested by Thame Town Council are set out in the summary table below:

S106 15S12 - Development of Land East of Thame Park Road

Infrastructure category	Contribution towards <i>(extracts from S106 agreement)</i>	Amount in Agreement	Contributions Received <i>(incl. indexation)</i>	Contributions Approved/Spent	Amount requested	Balance remaining
Outdoor Sport	The sum of £153,196.18 Index-Linked towards outdoor pitches and indoor sports facilities serving Thame and the surrounding area.	£153,196.18	£160,286.35 received on 10.1.17	<p>£58,090.00</p> <p>Approved by Full Council on 21.12.18 Thame Town Council (P18/S2239/106: Cricket Pavilion Project)</p> <p>£59,000.00</p> <p>Approved by ICMD on 28.3.19 Thame Sports Club (P18/S2240/106: Clubhouse project)</p> <p>£16,760.00</p> <p>Approved by HoS on 12.3.19 Chinnor RFC (P18/S3343/106: Floodlighting project)</p>	£8,196.35	£18,240.00

S106 15S13 - Development of Land East of Thame Park Road

Infrastructure category	Contribution towards <i>(extracts from S106 agreement)</i>	Amount in Agreement	Contributions Received <i>(incl. indexation)</i>	Contributions Approved/Spent	Amount requested	Balance remaining
Outdoor Sport	The sum of £205,202.36 Index-Linked or Higher the sum calculated by applying the District Matrix to the Composition of Development as identified in the Notification (Initial) towards outdoor pitches and indoor sports facilities serving Thame.	£205,202.36	£224,439.69 received on 18.5.18	<p>£54,687.50</p> <p>Approved by Full Council on 21.12.18 Thame Town Council (P18/S2239/106: Cricket Pavilion Project)</p> <p>£6,774.59</p> <p>Approved by ICMD on 28.3.19 Thame Sports Club (P18/S2240/106: Clubhouse project)</p> <p>£3,290.41</p> <p>Approved by HoS on 15.12.20 Thame sports Club (P20/S4562/106: Clubhouse project additional funding)</p>	£153,671.19	£6,016.00

S106 15S31 - Development of Land North of Oxford Road (Obligation 1)

Infrastructure category	Contribution towards <i>(extracts from S106 agreement)</i>	Amount in Agreement	Contributions Received <i>(incl. indexation)</i>	Amount requested	Balance
Outdoor Sport	The sum of £43,474 Index-Linked (£48,970.65) towards an artificial grass pitch to serve Thame	£43,474.00	£48,970.65 received on 30.7.18	£48,970.65	£0

S106 15S31 - Development of Land North of Oxford Road (Obligation 2)

Infrastructure category	Contribution towards <i>(extracts from S106 agreement)</i>	Amount in Agreement	Contributions Received <i>(incl. indexation)</i>	Amount requested	Balance
Outdoor Sport	The sum of £9,549 Index-Linked (10,756.33) towards the smaller-side pitches at Meadow View Thame and drainage of the lower field	£9,549.00	£10,756.33 received on 30.7.18	£10,756.33	£0

S106 15S46 - Development of Thame Service Station (Obligation 1)

Infrastructure category	Contribution towards (extracts from S106 agreement)	Amount in Agreement	Contributions Received (incl. indexation)	Amount requested	Balance
Outdoor Sport	Provision of artificial grass pitch in Thame for community use £7,000 (£7,729.43)	£7,000.00	£7,729.43 received on 23.1.18	£7,729.43	£0

S106 15S46 - Development of Thame Service Station (Obligation 2)

Infrastructure category	Contribution towards (extracts from S106 agreement)	Amount in Agreement	Contributions Received (incl. indexation)	Amount requested	Balance
Outdoor Sport	Provision of smaller sized football pitches at Meadow View Park and the drainage of the lower field £1,500 (£1,656.31)	£1,500.00	£1,656.31 received on 23.1.18	£1,656.31	£0

S106 14S17 - Development of Land West of Thame Park Road

Infrastructure category	Contribution towards (extracts from S106 agreement)	Amount in Agreement	Contributions Received (incl. Matrix only)	Amount requested	Balance
Outdoor Sport	The sum calculated by applying the District Matrix to the Composition of Development as identified in the Notification (Initial) towards outdoor pitches and indoor sports facilities serving Site.	£268,834.61	£ 339,364.45 received on 27.2.20	£87,999.05	£251,365.40

S106 15S23 - Development of Land adjoining Greenwood Avenue

Infrastructure category	Contribution towards (extracts from S106 agreement)	Amount in Agreement	Contributions Received (incl. indexation)	Amount requested	Balance
Outdoor Sport	Towards an artificial grass pitch at Meadow Park Thame £4,902 (£5,462)	£4,902.00	£5,462.00 received on 6.3.19	£5,462.00	£0

S106 15S25 - Development of Land East of Crowell Road

Infrastructure category	Contribution towards (extracts from S106 agreement)	Amount in Agreement	Contributions Received (incl. indexation)	Amount requested	Balance
Outdoor Sport	The sum of £7,379 Index-Linked (£8,453.16) or if higher the sum calculated by applying the District Matrix to the Composition of Development as identified in the Notification (Initial) Index-Linked towards artificial grass pitches at Meadow Park Thame	£7,379.00	£8,453.16 received on 10.9.19	£8,453.16	£0

S106 16S07 - Development of Land off Lower Icknield Way

Infrastructure category	Contribution towards (extracts from S106 agreement)	Amount in Agreement	Contributions Received (incl. indexation)	Amount requested	Balance
Outdoor Sport	£6,033 (£7,105.53) towards the costs of improving or enhancing an artificial grass pitch at Meadow Park Thame	£6,033.00	£7,105.53 received on 14.2.19	£7,105.53	£0

Background

5. Planning permission for the project was granted on 13 January 2020 under planning permission reference number P19/S2261/FUL: towards creation of **an Artificial Grass Pitch (AGP)** with associated floodlighting, perimeter fencing and maintenance storage container and spectator stands, turnstile and mobile toilet block within the main stadium. As the necessary permissions were already granted the works in relation to the project are permitted to commence at the ASM Stadium, Meadow View Park, Thame.
6. A further planning application was submitted in October 2020 under planning reference P20/S3665/FUL Creation of an Artificial Grass Pitch (AGP) with associated floodlighting, perimeter fencing and maintenance storage container at Thame Football Club. In addition, the provision for floodlighting, spectator stands and macadam pathways to an existing natural turf pitch. The spectator stands, turnstile and mobile toilet block within the main stadium relates to additional elements for spectator stands, macadam pathways and amends within the main stand. Due to budget constraints, Thame Football Partnership decided that it would be more cost effective for them to submit a full application, to incorporate these additional elements to the project. The planning permission was granted on 12 February 2021.
7. The planning officer dealing with the planning application has confirmed that the permission granted under planning permission reference number P19/S2261/FUL

towards creation of **an Artificial Grass Pitch (AGP)** remains in place and that the new planning application submitted under planning permission reference number P20/S3665/FUL incorporates and seeks permission for these three additional elements.

8. The Thame Football Partnership and Town Council have a long-established and close working relationship. The Town Council have been very supportive of the Partnership in supporting the ambitions to improve the facilities on the site.
9. The facility will provide the opportunity for the Thame Football Partnership to support and grow football teams in this area. Although the club has several grass pitches and a small 3G training area, it is not sufficient to meet its needs. The development is a priority for The Football Association (FA) and Oxfordshire Football Association and a clear need has been identified for the facility to address the current under-supply of 3G Football Turf Pitches in the area.
10. The provision of a full size 3G Football Turf Pitch will help grow participation in football across all sectors of the game, i.e. mini-soccer, youth football, girls & women's football and disability football. The 3G Football Turf Pitch will also be suitable for fixtures for 5x5, 7x7, 9x9 and 11x11 formats of football.
11. The pitch is needed to provide Thame and South Oxfordshire with a flood lit all-weather modern facility. It will increase the number of games, training and teams by not adversely being affected by weather conditions or damage due to its use. An artificial turf pitch is more durable to natural turf and avoids close season maintenance works, offering a more sustainable model for the future for football. This will be the only facility outside of Oxford providing the opportunity for football for all ages and abilities to be played for extended hours.
12. The main objectives of the project are as follows:
 - the development of high-quality sustainable football facilities at Meadow Park
 - development of the facility to provide high quality opportunities for a greater number of young people to participate in sport within the Thame area
 - meet the demand from new housing development that is planned for Thame
 - increase high quality participation in football for local grass roots football clubs
 - increase high quality participation in football at Meadow View Park by all sectors of the community.
13. The works for the project commenced on 24 November 2020 with estimated completion date end of April 2021.

Options

14. Thame Town Council previously commissioned a strategy (2015) as a framework for the development of high quality and accessible sports facilities and which sets out the financial contributions for the community for the period up until 2028. The Strategy was adopted by Thame Town Council. The aspiration to deliver a full-size 3G Football Turf Pitch is identified as a priority.

15. Thame Town Council consulted with our Leisure Services team, who support their application.

16. The South Oxfordshire District Council Playing Pitch Strategy (PPS) 2018 - 2033 further highlights the following:

- no full-size 3G pitch within the district
- overall lack of 3G pitches across the district
- Meadow View Park, Thame recommended for exploring an additional 3G pitch provision
- lack of 3G pitches in neighbouring Local Authorities.

17. The Local Football Facilities Plan (LFFP) is currently being developed for South Oxfordshire. However, given the lack of AGP pitches in the local area, the project has been identified as a priority.

Financial Implications

18. The financial implications of this request can be accommodated by the secured S106 contributions.

19. As the funding requested is above £100,000 and under the terms of our constitution approval is required by full council to create a new budget.

20. The total project cost is estimated at £715,517 including VAT.

21. With the S106 contributions sought in this application, Thame Town Council, together with Thame Football Partnership, will have secured the necessary funds available to deliver the project, as set out in the summary table below.

Project Funding from other sources	Secured Amount
Thame Town Council capital contribution	£10,000
Thame Football Partnership contribution	£30,000
Football Foundation Grant Award (= 51% of total project cost)	£365,517
S106 contributions	£310,000
Total Project Cost	£715,517
Contingency: S106 contributions	£30,000

Legal Implications

22. A funding agreement is recommended between the Council and Thame Town Council to ensure that the S106 funds are used appropriately to cover the cost of this project.

23. The Thame Football Partnership is a company which is limited by guarantee, with Company Registration No.07119444 and incorporated on 7th January 2010. It has an under lease with landlord Thame Town Council, signed on 3 December 2010, with 51 years remaining. Thame Town Council has a head lease agreement with Oxfordshire County Council, signed on 2 March 2010, for the land (Title number: ON17507) for a period of 60 years, with 51 years remaining. Oxfordshire County Council has provided necessary permissions and approvals of the works to commence.

Risks

24. There is no shortfall in funding and a 10 per cent contingency was included as a precautionary measure. The project will be managed by the Football Foundation consultants and contractors. The tender cost will be the final cost of the project and should there be any increase because of unforeseen circumstances this will be met by the contingency, if required.

25. Sustainability of the project will be achieved through using the income from the pitch to maintain the facility to a high standard. The pitch will be maintained in line with the pitch manufacturer's recommendations. Thame Football Partnership have committed future income to be set aside (£25k per annum) into a 'sinking' fund to ensure the long-term benefit of the facility and the appropriate replacement of the artificial surface, floodlights and pitch furniture at the end of life cycles. On top of the £30,000 being put towards the 3G project, Thame Football Partnership have invested another £70,000 to improve the site by adding floodlights and stands to pitch 4.

26. A Football Development Steering Group was established for the project to oversee the Site Development Plan and help to ensure ongoing success of the facility.

27. A funding agreement will be secured with Thame Town Council before any payment is made. This will reduce risks to the Council regarding any inappropriate use of funds. A maximum amount of £340,000 will be paid to Thame Town Council, subject to provision of the necessary completion certificates.

Conclusion

28. Thame Football Partnership undertakes incredible work in supporting football, fitness and wellbeing in Thame and the district. This new facility will provide the opportunity for Thame Football Partnership to support and grow football teams in this area and add a new and exciting dimension for players, aspiring players, casual players of all ages and abilities. There will also be the launch of disability football, using the expertise of Oxford United to facilitate and train coaches to encourage and support players. Thame Football Partnership continues to work with a range of community partners to build relationships and increase the impact for local people. This will continue to ensure the success of the project.

29. The new 3G Football Turf pitch will provide increased usage in comparison to the existing grass surfaced football pitch, for benefit of the club and organisations and community groups in the surrounding areas, including local junior clubs and youth football clubs to gain the maximum football development outcomes; both during the day and during evenings and at weekends.

30. The proposed project conforms to the spending parameters of the S106 agreements and is a suitable use of the funds. The project is supported by our Leisure Services,

the Football Association, Oxfordshire FA, Sports England, Partner Clubs in Chinnor, Risborough Football Clubs, Oxford United and local community groups and schools within the area.

Council



Report of Head of Legal and Democratic and Monitoring Officer

Author: Steven Corrigan

Telephone: 07717 274704

Textphone: 18001 07717 274704

E-mail: steven.corrigan@southandvale.gov.uk

To: COUNCIL

DATE: 25 March 2021

Further extension of term of office of independent persons for code of conduct matters

Recommendations:

That Council:

- (1) authorises the Monitoring Officer to extend the terms of office of George Green and Chris Smith, the council's independent persons for code of conduct matters until 31 May 2022;
- (2) authorises the Monitoring Officer to carry out a recruitment exercise for new independent persons and bring recommendations on appointments to Council prior to that date.

Purpose of Report

1. This report asks Council to authorise the Monitoring Officer to extend the terms of office of George Green and Chris Smith, the council's independent persons for code of conduct matters until May 2022 when Council will be asked to consider proposals for a new code of conduct and any new statutory requirements for the appointment of independent persons.

Strategic Objectives

2. High standards of conduct underpin all the council's work and the achievement of all its strategic objectives. The proposal ensures a continued independent person advisory service to the council on code of conduct cases.

Background

3. The Localism Act 2011 requires the appointment of independent persons who the Monitoring Officer must consult at various stages of the process when dealing with allegations of misconduct by district or parish councillors.
4. At its meeting on 8 October 2020, Council agreed a further extension of the terms of office of the independent persons until May 2021 whilst awaiting the publication of a Local Government Association (LGA) model code of conduct and the government's response to the recommendations on the Committee on Standards in Public Life report. Since that meeting the LGA has published a model code but has not yet indicated when its guidance on the model code will be issued.
5. A recent meeting of Oxfordshire monitoring officers, and a representative of the Oxfordshire Association of Local Councils, discussed the best way to achieve a common code in Oxfordshire which has worked well to date. The meeting discussed the timing and content of the model code. Authorities have the option to adopt the model Code in full, adopt an adapted version or to continue as present. The meeting agreed that the LGA supplementary guidance may well inform any final decisions.
6. In terms of timing, the meeting considered that with elections coming up, there is a case for earlier adoption ahead of the elections to enable councils with local elections to begin the new council year with a new code. However, with COVID causing additional workloads generally, and as particularly regards the elections themselves, and with time needed for a fuller discussion by monitoring officers as well as councillors, it was agreed that there is a case for a longer lead-in. The meeting therefore agreed to bring a single code for Oxfordshire to each Council by May 2022, and that the Monitoring Officers' group would work up a revised draft for each authority to consider.
7. The Committee on Standards in Public Life report made recommendations on the term of office of independent persons but the government has not yet published its response to that report or indicated whether it intends to introduce new legislation in response the recommendations in the report. It would be helpful to have that information before starting a recruitment exercise for new independent persons. It is therefore recommended that Council extends the terms of office of the existing independent persons for a further year and authorises the Monitoring Officer to conduct a recruitment exercise once any new requirements are known.
8. George Green and Chris Smith have been consulted about their terms of office and their willingness to continue working in this role.

Financial Implications

9. The cost of implementing the code of conduct arrangements, training independent persons and meeting their expenses is met from existing budgets.

Legal Implications

10. The legal implications are set out in the body of the report.

Risks

11. None.

Other Implications

12. None.

Conclusion

13. This report recommends Council to authorise the Monitoring Officer to extend the terms of office of George Green and Chris Smith, the council's independent persons for code of conduct matters, to 31 May 2022 and to authorise the Monitoring Officer to carry out a recruitment exercise for new independent persons and bring recommendations on appointments to Council prior to that date.

Background Papers

- Report to and minutes of the Council meeting on 19 July 2012
- Report to and minutes of the Council meeting on 12 May 2016
- Report to and minutes of the Council meeting on 18 May 2017
- Report and minutes of the Council meeting on 10 October 2019
- Report and minutes of the Council meeting on 8 October 2020

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