

Record of individual Cabinet member decision

Local Government Act 2000 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Decision made by	Cllr David Rouane, Leader of the Council, South Oxfordshire District Council
Key decision?	No
Date of decision (same as date form signed)	22 September 2023
Name and job title of officer requesting the decision	Jayne Bolton, Community Wellbeing Manager
Officer contact details	Email: Jayne.bolton@southandvale.gov.uk
Decision	<p>To approve a Berinsfield Community Delivery Plan (BCDP) as attached at appendix one.</p> <p>To approve the acceptance of £60,000 funding from Oxfordshire County Council's public health fund, as a supplementary estimate to the 2023-24 budget to support project number 11 on the delivery plan.</p>
Reasons for decision	<p>In June 2019, Berinsfield was awarded garden village status by Ministry of Housing, Communities and Local Government (MHCLG). In September 2021 Cabinet approval was received to develop a community-led delivery programme to include the following:</p> <ul style="list-style-type: none"> • an overarching approach for the allocation of existing funding in Berinsfield • a draft expenditure plan for Berinsfield Garden Village work streams • a community grants programme <p>The development of these is in line with the corporate plan objective "the transformation of Berinsfield into a thriving Garden Village with improved facilities that are developed in line with the community's needs and aspirations".</p> <p>Part of the vision outlined above is continued support for community service delivery in line with the <i>Council vision for a community-led Berinsfield delivery plan</i>, as follows:</p> <p><i>'As well as a physical building projects, this is a community-integration</i></p>

	<p><i>and health/wellbeing project, which will involve partnerships with OCC, NHS and community charities.'</i></p> <p>Berinsfield Garden Village Steering Group (BGV Steering Group) meetings have been held bi-monthly since March 2021, chaired by Cllr Robin Bennett.</p> <p>Since 2021 work has been undertaken by officers to implement key projects approved by Cabinet such as the Community Grants Programme and work with developers to unlock adjoining land to the east of Berinsfield where up to 1700 new homes have been allocated in the Local Plan 2035.</p> <p>After consultation with officers and members of the Berinsfield Garden Village Steering Group, a comprehensive delivery plan has now been developed which has a focus on a variety of different objectives to enable investment into the built environment, facilities, the people, and organisations within the village.</p> <p>Officers have completed a scoping and budgetary exercise against the 27 projects to identify and allocate funding to the projects to enable delivery. Each project is aligned to a corporate priority to support their delivery. The details of the costs for the delivery plan and resources to implement are shown in the financial section of this report.</p>
Alternative options rejected	None. The development of this plan and budgets have already received Cabinet approval.
Climate and ecological implications	<p>Six projects in the delivery plan relate to the protect and restore our natural world corporate priority and action on the Climate Emergency themes. A budget of £35,000 is required for enhancing green spaces and community environmental projects (16 and 17 on the delivery plan).</p> <p>The delivery plan also contains 'active travel' projects which will have a positive impact on climate and ecology through supporting a reduction in car usage and a shift to sustainable transport methods. It should be noted that 2 feasibility studies on community energy projects within the Delivery Plan have been completed and will have positive implications for the climate and reducing carbon emissions following implementation of recommendations.</p> <p>If the plan and associated budget and resources were not approved this would impede delivery of climate and ecological projects.</p>
Legal implications	There are no legal implications arising from this decision except entering into a funding agreement with Oxfordshire County Council.
Financial implications	The total cost is estimated to be £839,723 which can be funded from the existing budget already approved by the Council in February 2023 (and previous year's approvals). The project element to implement the delivery plan in its entirety is £550,581 and staff resources is £289,142 for the

	<p>period April 2023 to March 2025. To note, a number of projects were live prior to the new 2023/24 financial year and the development of the Berinsfield Community Delivery Plan. Previous approval and expenditure against the 'live' delivery plan projects in the financial year of 2022/23 totals £107,855, which was taken into consideration in budget planning.</p> <p>These costs are included in the base budget and were approved by the council in February 2023. This includes a fixed term post of Project Officer (already in post) and the creation of a new fixed-term Project Manager post to implement the delivery plan and a percentage towards the costs of the Garden Communities Team Leader.</p> <p>In addition, to the amounts above, there is an opportunity for the Council to receive grant funding of £60,000 from the public health team of Oxfordshire County Council to support our work to develop a health and wellbeing profile and action plan for Berinsfield (project number 11 on the delivery plan). These funds need to be added to the budget as a supplementary estimate for 2023/24.</p> <p>In accordance with South Oxfordshire District Council's Constitution, receipt of a government grant, even one over £75,000, is excluded from the definition of a key decision. Acceptance of the receipt of £60,000 will not commit the council to any other additional unbudgeted expenditure.</p> <p>It is important that we allocate existing funding effectively for the delivery plan, as we're still awaiting notification of any future opportunities for capacity funding for Garden Communities from Homes England.</p>			
Other implications	None			
Background papers considered				
Declarations/c onflict of interest? Declaration of other councillor/officer consulted by the Cabinet member?				
List consultees		Name	Outcome	Date
	Ward councillors	Cllr Robin Bennett	Comments received and included within the report.	11.08.2023
	Legal legal@southandvale.gov.uk	Patrick Arran	Approved	10.08.2023
	Finance Finance@southandvale.gov.uk	Roger McLeod	Approved	09.08.2023
	Human resources hadminandpayroll		n/a	

	@southandvale.gov.uk			
	Place/ Strategic Property Property@southandvale.gov.uk	Aileen David	Approved. The projects included in the Delivery Plan will make a positive contribution to Berinsfield Garden Village now and in the future.	16.08.2023
	Climate and biodiversity climateaction@southandvale.gov.uk	Chloe Bunting	Approved	16.08.2023
	Diversity and equality equalities@southandvale.gov.uk	Lynne Mitchell	Approved	10.06.2023
	Health and safety healthandsafety@southandvale.gov.uk		n/a	
	Risk and insurance risk@southandvale.gov.uk		n/a	
	Communications communications@southandvale.gov.uk	Peter Truman	Approved	17.08.2023
	Senior Management Team ExecutiveSupportSAV@southandvale.gov.uk	MM ARD AD AP TO	Approved	25.08.2023
Confidential decision? If so, under which exempt category?	No			
Call-in waived by Scrutiny Committee chairman?	No			
Has this been discussed by Cabinet members?	Yes			
Cabinet portfolio holder's signature To confirm the decision as set out in this notice.	Signature ____ Councillor David Rouane _____ Date _____ 22 September 2023 _____			

ONCE SIGNED, THIS FORM MUST BE HANDED TO DEMOCRATIC SERVICES IMMEDIATELY.

For Democratic Services office use only

Form received	Date: 22 September 2023	Time: 16:50
Date published to all councillors	Date: 25 September 2023	
Call-in deadline	Not applicable as this is not a key decision.	

Guidance notes

1. This form must be completed by the lead officer who becomes the contact officer. The lead officer is responsible for ensuring that the necessary internal consultees have signed it off, including the chief executive. The lead officer must then seek the Cabinet portfolio holder's agreement and signature.
2. Once satisfied with the decision, the Cabinet portfolio holder must hand-sign and date the form and return it to the lead officer who should send it to Democratic Services immediately to allow the call-in period to commence.
Tel. 01235 422520 or extension 2520.
Email: democratic.services@southandvale.gov.uk
3. Democratic Services will then publish the decision to the website (unless it is confidential) and send it to all councillors to commence the call-in period (five clear working days) if it is a 'key' decision (see the definition of a 'key' decision below). A key decision cannot be implemented until the call-in period expires. The call-in procedure can be found in the council's constitution, part 4, under the Scrutiny Committee procedure rules.
4. Before implementing a key decision, the lead officer is responsible for checking with Democratic Services that the decision has not been called in.
5. If a key decision has been called in, Democratic Services will notify the lead officer and decision-maker. This call-in puts the decision on hold.
6. Democratic Services will liaise with the Scrutiny Committee chairman over the date of the call-in debate. The Cabinet portfolio holder will be requested to attend the Scrutiny Committee meeting to answer the committee's questions.
7. The Scrutiny Committee may:
 - refer the decision back to the Cabinet portfolio holder for reconsideration or
 - refer the matter to Council with an alternative set of proposals (where the final decision rests with full Council) or
 - accept the Cabinet portfolio holder's decision, in which case it can be implemented immediately.

Key decisions: assessing whether a decision should be classified as 'key'

The South Oxfordshire and Vale of White Horse District Councils' Constitutions now have the same definition of a key decision:

A key decision is a decision of the Cabinet, an individual Cabinet member, or an officer acting under delegated powers, which is likely:

- (a) to incur expenditure, make savings or to receive income (except government grant) of more than £75,000;**

- (b) to award a revenue or capital grant of over £25,000; or**
- (c) to agree an action that, in the view of the chief executive or relevant head of service, would be significant in terms of its effects on communities living or working in an area comprising more than one ward in the area of the council.**

Key decisions are subject to the scrutiny call-in procedure; non-key decisions are not and can be implemented immediately.

In assessing whether a decision should be classified as 'key', you should consider:

- (a) Will the expenditure, savings or income total more than £75,000 across all financial years?
- (b) Will the grant award to one person or organisation be more than £25,000 across all financial years?
- (c) Does the decision impact on more than one district council ward? And if so, is the impact significant? If residents or property affected by the decision is in one ward but is close to the border of an adjacent ward, it may have a significant impact on that second ward, e.g. through additional traffic, noise, light pollution, odour. Examples of significant impacts on two or more wards are:
 - Decisions to spend Didcot Garden Town funds (significant impact on more than one ward)
 - Changes to the household waste collection policy (affects all households in the district)
 - Reviewing a housing strategy (could have a significant impact on residents in many wards)
 - Adopting a supplementary planning document for a redevelopment site (could significantly affect more than one ward) or a new design guide (affects all wards)
 - Decisions to build new or improve existing leisure facilities (used by residents of more than one ward)

The overriding principle is that before 'key' decisions are made, they must be published in the Cabinet Work Programme for 28 calendar days. Classifying a decision as non-key when it should be a key decision could expose the decision to challenge and delay its implementation.