

## Record of individual Cabinet member decision

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

<b>Decision made by</b>	Councillor Robin Bennett
<b>Key decision?</b>	No
<b>Date of decision</b>	13 December 2023
<b>Name and job title of officer requesting the decision</b>	Jayne Bolton, Community Wellbeing Manager Report Author: Nicola Wyr, Garden Communities Team Leader
<b>Officer contact details</b>	Email: <a href="mailto:Jayne.bolton@southandvale.gov.uk">Jayne.bolton@southandvale.gov.uk</a> <a href="mailto:Nicola.wyr@southandvale.gov.uk">Nicola.wyr@southandvale.gov.uk</a>
<b>Decision</b>	To endorse the Didcot Local Cycling and Walking Infrastructure Plan (LCWIP), which can be found here: <a href="https://www.dropbox.com/scl/fo/5e6eamujno3rrt8qeycm6/h?rlkey=3ij2tcfnf2njl8itc6ujxgof&amp;dl=0">https://www.dropbox.com/scl/fo/5e6eamujno3rrt8qeycm6/h?rlkey=3ij2tcfnf2njl8itc6ujxgof&amp;dl=0</a>
<b>Reasons for decision</b>	<p>The LCWIP is a requirement of Oxfordshire County Council's (OCC) adopted Local Transport and Connectivity Plan, which is a statutory document required under the Transport Act 2000. South Oxfordshire District Council supports this with a commitment in the Corporate Plan 2020-2024 to work with OCC to support active travel and sustainable travel infrastructure initiatives.</p> <p>South Oxfordshire District Council and the Vale of White Horse District Council, joint funded the development of this plan as part of the Didcot Garden Town programme.</p> <p>It identifies a network of routes that are significant for cycling, walking and wheeling in and around Didcot, including potential future routes, improvements to existing routes, examines conditions for walking and cycling on this network, investigates the potential for future modal shift to walking and cycling in the area and sets out high level proposals for a range of specific walking and cycling infrastructure improvements and prioritisations.</p> <p>Approval of the Didcot LCWIP will enable the district council and county council to negotiate with housing developers for funding and direct delivery of infrastructure for active travel. It will also help with preparation of bids for government funding and, in the case of non-developer projects, with the district and county councils' budget strategy processes with</p>

	reference to their annual capital programmes.
<b>Alternative options rejected</b>	The only alternative would be not to approve the Didcot LCWIP but that would significantly set back the delivery of active travel in the area and undermine progress of the Didcot Garden Town Delivery Plan and planning negotiations with developers in the area.
<b>Climate and ecological implications</b>	<p>The Didcot LCWIP project, recognises the significant potential for improvements across the following climate impact categories:</p> <ul style="list-style-type: none"> <li>(a) Transport and Connectivity (by supporting a shift to active travel)</li> <li>(b) Buildings (by promoting sustainable development)</li> <li>(c) Investment (by investing in climate action)</li> <li>(d) People and Organisations (by driving behaviour change with enabling infrastructure)</li> </ul> <p>The LCWIP contributes to South Oxfordshire District Council's corporate objective 3. Action on Climate Emergency – working with Oxfordshire County Council to build on our commitment to active travel including walking, public transport and cycling infrastructure.</p>
<b>Legal implications</b>	<p>The council and appointed consultants have followed the Department of Transport's guidance in preparing and developing LCWIP with other stakeholders. There are no direct legal implications for the council in endorsing this LCWIP.</p> <p>It will be for OCC to take the decision whether or not to adopt the plan. Once adopted, implementation of the LCWIP will be the responsibility of OCC as the highway authority.</p>
<b>Financial implications</b>	There are no direct financial implications in endorsing this LCWIP. However, funding for specific projects identified in the LCWIP may be put forward for approval in future reports.
<b>Other implications</b>	The LCWIP is a live and evolving document. It is advised that it is reviewed every three years, if not sooner. Therefore, future revisions of the document, including additional interventions and schemes can be updated at a later date to accommodate changes to the local need.
<b>Background papers considered</b>	<p>The Didcot LCWIP is project number 10 in the Didcot Garden Town Delivery Plan, which was approved by South Oxfordshire District Council on 23 June 2022:</p> <p><a href="https://democratic.southoxon.gov.uk/ieListDocuments.aspx?CId=121&amp;MIId=3030">https://democratic.southoxon.gov.uk/ieListDocuments.aspx?CId=121&amp;MIId=3030</a></p>
<b>Declarations/conflict of interest? Declaration of other councillor/officer consulted by the Cabinet member?</b>	

List consultees		Name	Outcome	Date
Senior Management Team	AD	AD	Good to see the LCWIP come through, happy to support.	13 December 2023
	AP	AP	Happy to support, good to see comprehensive consultee comments.	
	SM	SM	Happy to support.	
Ward councillors	Cllr David Rouane	Cllr David Rouane	I support the recommendations of the LCWIP with one exception and that is the timing of the closure of Cow Lane underpass to cars. In my view this should not be done until the completion of NPR3 as it would add traffic to Marsh and Jubilee roundabouts which are already beyond capacity. This should be made specific in the report.	8 December 2023
	Cllr Andrew Tinsley	Cllr Andrew Tinsley	I am happy with the schemes as suggested and am happy for Robin to pass this as a Cabinet Member Decision. Anything you think I can do to help promote this within the ward, just ask. It's brilliant work, has my full support, and I love a good qualitative survey.  Clarification questions noted for Cow Lane underpass and access to emergency vehicles and aligning any proposed closure with the completion of NPR3 scheme so the network isn't compromised. Queries received on number 12 and 16 secondary routes and future development.	11 December 2023
South Cycling Champion	Cllr Sam Casey-Rerhaye.	Cllr Sam Casey-Rerhaye.	No comment from Sam.	8 December 2023
Legal <a href="mailto:legal@southandvale.gov.uk">legal@southandvale.gov.uk</a>	Pat Connell	Pat Connell	I have added some wording in the legal section as attached for South. Please amend the one for Vale in the same way.	8 December 2023
Finance <a href="mailto:Finance@southandvale.gov.uk">Finance@southandvale.gov.uk</a>	Roger McLeod	Roger McLeod	Signed off. Nothing to add until specific projects are identified for possible funding.	5 December 2023
Strategic property <a href="mailto:Property@southandvale.gov.uk">Property@southandvale.gov.uk</a>	Chris Mobbs	Chris Mobbs	Note that these are merely proposals at this time, so there is no immediate impact. However, I note that there might be future impact on Council owned land and would advise that SP will need to be involved from the outset if proposals impacting on Council land do progress.	5 December 2023
Climate and biodiversity <a href="mailto:climateaction@southandvale.gov.uk">climateaction@southandvale.gov.uk</a>	Kim Hall	Kim Hall	No additional comments from the Climate and Biodiversity team, as climate implications will be considered as part of OCC's decision making process.	6 December 2023

	<a href="mailto:thandvale.gov.uk">thandvale.gov.uk</a>			
	Diversity and equality <a href="mailto:equalities@southandvale.gov.uk">equalities@southandvale.gov.uk</a>	Lynne Mitchell	Thank you for sharing. Need to be mindful that there is the correct tactile paving for those with visual impairments on shared cycle/pedestrian paths and at crossings.	4 December 2023
	Health and safety <a href="mailto:healthandsafety@southandvale.gov.uk">healthandsafety@southandvale.gov.uk</a>		No comment from Health and Safety.	8 December 2023
	Risk and insurance <a href="mailto:risk@southandvale.gov.uk">risk@southandvale.gov.uk</a>		No comment from Risk and Insurance.	8 December 2023
	Communications <a href="mailto:communications@southandvale.gov.uk">communications@southandvale.gov.uk</a>	Vic Nickless	Signed for comms. Please keep us updated on when adopted and if we want to make an announcement around this.	1 December 2023
	Economic Development	Nick King	The area's main science parks (namely Harwell Campus, Milton Park and Culham Science Centre) and linked user groups from these sites have been involved and consulted on the development of the LCWIP. I understand that the LCWIP will help to improve active travel options that will support opportunities, connectivity, and clean sustainable and inclusive commuting to and between key employment sites for local residents, employees and visitors. Economic Development support the proposed decisions to endorse the LCWIP.	8 December 2023
	Enterprise Zones	Sean Thornton-Mills	No further comments from EZ, all looks good.	8 December 2023
	Planning Policy	Louise Dell	Reviewed and suggested minor wording changes to be updated in next revision, as it is a live document.	8 December 2023
	Planning – Major Applications	Stuart Walker/Cathie Scotting	I asked all major team officers to review and so far, we have no comments.	8 December 2023.
	Infrastructure and Development	Mark Hewer	The Infrastructure Obligations team is supportive of this decision which has a key part to play in ensuring that the appropriate active travel infrastructure is identified and delivered to support the growth in the area. Within the remit of the Infrastructure Obligations Team, is collection, allocation and spend of Community Infrastructure Levy funding secured from the development across the district. As part of this, 50 per cent is allocated to Oxfordshire County Council for provision of infrastructure which includes, amongst other services, transport. This allocation can be used to help with the delivery of	8 December 2023

			physical infrastructure identified by the LCWIP.	
<b>Confidential decision?</b> If so, under which exempt category?	No			
<b>Call-in waived by Scrutiny Committee chairman?</b>	Not applicable			
<b>Has this been discussed by Cabinet members?</b>				
<b>Cabinet portfolio holder's signature</b> To confirm the decision as set out in this notice.	Signature _____ Councillor Robin Bennett _____  Date _____ 13 December 2023 _____			

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

For Democratic Services office use only		
Form received	Date: 13 December 2023	Time: 17:49
Date published to all councillors	Date: 14 December 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](mailto: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.**