

Record of an individual Cabinet member decision

- c) authorises the strategic director, in consultation with the head of legal and democratic services, if necessary as an exception to contracts procedure rules, to use the fund to commission and pay for works necessary to deliver the core objectives of the project as set out in the offer letter attached as an appendix to this report.

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

Decision made by	John Cotton
Key decision?	No
Date of decision (same as date form signed)	
Name and job title of officer requesting the decision	Gerry Brough Interim Head of Development and Regeneration
Officer contact details	Tel: 01235 422470 Email: Gerry.brough@southandvale.gov.uk
Decision	<p>A previous joint Cabinet report titled "Delivering accelerated housing growth in Science Vale" authorised the strategic director, in consultation with the head of democratic services, if necessary as an exception to contract procedure rules, to use £2.060m to commission and pay for works necessary to deliver the core objectives of the "Building Capacity and Accelerating Housing" project as set out in the offer letter received from DCLG and attached to the Cabinet Report (attached as Appendix A). £1.035m of this funding was allocated to Vale and £1.025 to South.</p> <p>Although this Cabinet Report was approved some time ago, it has taken longer than anticipated to complete the inception phase of the Didcot Garden Town Project, move into the planning and delivery phase addresses and determine how best to accelerate new housing development in and around Didcot, and in the wider Science Vale area.</p>

	<p>This document seeks individual member approval to establish the budgets needed to move into a delivery phase by facilitating the use of South's £1.025m share of the above Section 31 grant funding, for the exclusive purpose of building capacity to realise the Didcot Garden Town Vision and accelerate the delivery of new houses in and around Didcot and Science Vale.</p> <p>DCLG have also agreed to provide an additional £1.020m Section 31 grant for the purposes of realising the Didcot Garden Town Vision, £645,000 of this grant has already been received and a further £375,000 is due to be received in Autumn 2016.</p> <p>A Cabinet Paper will be prepared for both South and Vales' October cabinet meetings, seeking approval to allocate this additional £1.020m to meet the proposed items of expenditure outlined in the background paper (Appendix B) attached to this ICMD</p>
<p>Reasons for decision</p>	<p>The Council is moving from a project initiation and pre-development funding phase into a project delivery phase and, as such, grant funds already allocated by DCLG need to be utilised to recruit essential project delivery officers and pay for essential, external technical consultancy input.</p> <p>Specifically it is proposed to allocate the grant funding as follows:</p> <p><u>STAFFING</u></p> <ol style="list-style-type: none"> 1. Recruiting two new development managers (at G8 equivalent grade) for a maximum two year period, (to be recruited immediately) responsible for: <ol style="list-style-type: none"> a. Accelerating development through effective use of the planning process, knowledge and experience in driving delivery. b. Ensuring supplementary planning documents are produced to shape development, master plans are produced for major projects, planning gain negotiations are brought to a close quickly, productive relationships are built with developers, planning input is available to help progress compulsory purchase orders etc. - all with the objective of getting developments on site fast and removing barriers to development <p>Total Budget required = £65,000 x 2 = £130,000 per annum x 2 = <u>£260,000.</u></p> <p><u>South's share of this budget = £130,000</u></p>

2. Recruiting two people to work within our planning team (G7 equivalent grade), for a maximum two year period, responsible for:

- a. One to be employed by the County Council (paid for by South and Vale) to work on supporting Development Management processes and one to be employed by South and Vale in planning, on policy development relating to major road and infrastructure projects critical to the development of future housing, which cannot currently be progressed due to a lack of available resources, for this purpose, in the County Council.

Budget required = £56000 x 2 per annum = £112,000 x 2 = £224,000

South's share of this budget = £112,000

3. Recruiting a community development worker (at G6 equivalent) grade, on a maximum two year basis, to work within our planning team to:

- a. Broker agreements between communities and developers in respect of planning obligations and community needs and negotiate forward construction agreements with developers etc.

Budget required = £50,000 per annum x 2 = £100,000

South's share of this budget = £50,000

4. Recruiting a replacement Garden Town Manager (at G10 equivalent), on a maximum eighteen month basis, (to be recruited following receipt of the initial, draft Garden Town Delivery Plan) to:

- a. Oversee and programme manage all projects, bringing in appropriate technical consultants, as required, using the HCA framework agreement where necessary (to short-circuit otherwise time consuming tendering processes).
- b. Ensure tight management of budgets against outputs.

Budget required = £74,000 per annum x 1.5 = £111,000

South's share of this budget = £55,500

A. Total staff budget (South and Vale) = £260,000 + £224,000 + £100,000 + £111,000 = £695,000

**A. South's total share of staff budget = £130,000 +
£112,000 + £50,000 + £55,500 = £347,500**

MARKETING

5. Undertaking a variety of Science Vale and Didcot Garden Town marketing activity (including website design and promotion), designed to accelerate housing by creating additional demand for new housing as a result of;
- a. Encouraging new businesses to create new job opportunities by investing and locating new business projects in South and Vale.
 - b. Encouraging people, currently commuting to jobs within South and Vale from outside of the two Districts, to consider moving house to live in the area.
 - c. Encouraging people that currently live in the area and commute to work outside the area to consider working within the area, thereby adding to the area's pool of skilled labour.
 - d. Generally promoting Science Vale and Didcot Garden Town as a desirable place to live, work and bring up a family.

Budget required over 2 years = £209,500

South's share of this budget = £99,500

B. Total marketing budget (South and Vale) = £209,500

B. South's total share of marketing budget = £99,500

TECHNICAL CONSULTANCY

6. Paying for technical consultancy support to:
- a. Appoint Amec Foster Wheeler (with Quod as lead consultants) to develop a "Didcot Garden Town Delivery Plan" document, as the basis for realising the Didcot Garden Town vision and attract the further public and private investment needed to help achieve this goal.

Budget required = £1,000,000

South's share of this budget = £500,000

- b. Help undertake commercial property negotiations relating to the purchase of land and property for road and roundabout improvements, community infrastructure and other related land acquisition negotiations.

	<p>not be in keeping with the basis on which the funds were granted by DCLG.</p> <p>A considerable amount of thought has gone into determining how these funds can be best spent and officers believe the above allocation represents the most efficient split between temporary staff costs, marketing costs and technical consultancy costs – ensuring effective project implementation, management and delivery, and best value for money</p>
Legal implications	<p>There are no legal implications associated with this ICMD. The grant funds are Section 31 grants, with conditionality restricted to their broad use for realising the Didcot Garden Town vision and accelerating housing in and around Didcot and Science Vale.</p>
Financial implications	<p>Finance have confirmed that this funding is available for allocation.</p> <p>This funding is <u>only</u> available for the purpose of increasing capacity to realise the Didcot Garden Town vision and accelerate housing in and around Didcot and Science Vale.</p> <p>Staffing budgets are based on a total maximum budget. Should we need to pay higher than anticipated rates to get the right skills and experience, we would simply reduce the term of employment, so as not to exceed the proposed budget.</p> <p>The funds will be spread across the next three financial years, as outlined in Appendix C.</p>
Other implications	<p>Technical consultancy and marketing service will be procured using the Council's normal procurement processes.</p> <p>Staff will only be appointed in conjunction with normal HR policies</p> <p>The proposed use of the funds is in keeping with the Council's strategic and operational priorities</p>
Background papers considered	<p><u>Appendix A.</u> Didcot Garden Town Bid Proposal Document</p> <p><u>Appendix B.</u> Proposed breakdown of additional £1.020m to be included in a subsequent Cabinet Paper, for approval.</p> <p><u>Appendix C.</u> Proposed allocation of funding across the 2016/17, 2017/18 and 2018/19 financial years.</p>
Declarations/conflict of interest?	
Declaration of other councillor/officer consulted by the Cabinet member?	

Budget required = £66,000

South's share of this budget = £33,000

- c. Help negotiate, model, design, plan and procure transport projects crucial for future housing development in Science Vale and Didcot Garden Town.

Budget required = £40,000

South's share of this budget = £20,000

- d. Obtain legal advice and advice of CPO's as part of a process for encouraging land-owners to bring sites forward for development, either by developing the sites themselves or selling their sites to the Council and/or other developers.

Budget required = £50,000

South's share of this budget = £25,000

C. Total technical consultancy budget (South and Vale) =
£1,000,000 + £66,000 + £40,000 + £50,000 = £1,156,000

C. South's total share of technical consultancy budget = £500,000 + £33,000 + £ 20,000 + £25,000 = £578,000

Total proposed Expenditure (South + Vale) required to increase capacity and accelerate housing in and around Didcot:

A. Staff	£ 695,000
B. Marketing	£ 209,000
C. Technical Consultancy	<u>£1,156,000</u>
Total Required	£2,060,000

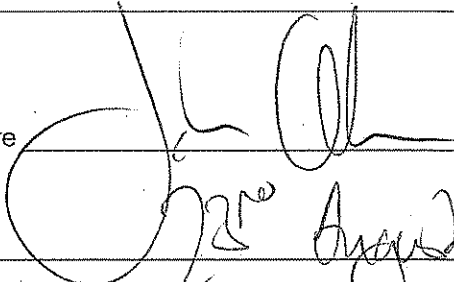
Total South Budget required to increase capacity and accelerate housing in and around Didcot:

A. Staff	£ 347,500
B. Marketing	£ 99,500
C. Technical Consultancy	<u>£ 578,000</u>
Total Required	£1,025,000

We therefore require member approval to establish the above three main budgets using the funds granted from DCLG, with various sub-budgets for the specific budget items also listed above.

Alternative options rejected

The funding was specifically received for the purposes outlined above. Alternative use of these grant funds would

List consultees		Name	Outcome	Date
	Ward councillors	Not applicable	Not applicable	Not applicable
	Legal	M. Reed		
	Finance	W. Jacobs		
	Human resources	A Down		
	Sustainability	Not relevant	Not applicable	Not applicable
	Diversity and equality	No impact	Not applicable	Not applicable
	Communications	Not consulted	Not applicable	Not applicable
	Head of service	G. Brough	Supportive	15/07/2016
	Confidential decision? If so, under which exempt category?	No		
Call-in waived by Scrutiny Committee chairman?				
Cabinet member's signature To confirm the decision as set out in this notice.	Signature  Date <u>23rd August 2016.</u>			

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

For Democratic Services office use only		
Form received	Date: 23/08/2016	Time: 15:55.
Date published to all councillors	Date: 24/08/2016	
Call-in deadline	Date: N/A	Time:

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 head of service and the necessary internal consultees have signed it off. The lead officer must then seek the Cabinet member's agreement and signature.
2. Once satisfied with the decision, the Cabinet member must 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 540307 or extension 2522. 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). The 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 the decision, the lead officer is responsible for checking with Democratic Services that the decision has not been called in.
5. If the 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 member 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 member 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 member's decision, in which case it can be implemented immediately.