

## **Minutes of a meeting of the CABINET on Wednesday 9 October 2019**



### **Committee members:**

Councillor Brown (Chair)	Councillor Linda Smith (Deputy Leader)
Councillor Turner	Councillor Chapman
Councillor Clarkson	Councillor Hayes
Councillor Hollingsworth	Councillor Tidball
Councillor Upton	

### **Officers:**

Gordon Mitchell, Chief Executive  
Caroline Green, Assistant Chief Executive  
Tim Sadler, Transition Director / Chairman Direct Services Companies  
Tom Bridgman, Executive Director (Development)  
Aileen Carlisle, Interim Executive Director (Communities and Customers)  
Nigel Kennedy, Head of Financial Services  
Anita Bradley, Monitoring Officer  
Carolyn Ploszynski, Planning Policy and Place Manager  
Keerpa Patel, Senior Planner  
Hagan Lewisman, Active Communities Manager  
Lucy Cherry, Leisure and Performance Manager  
Julia Castle, Senior Lettings & Disposal Surveyor  
Tom Hudson, Scrutiny Officer  
John Mitchell, Committee and Member Services Officer

### **Also present:**

Councillor Andrew Gant and Councillor Elizabeth Wade

### **Apologies:**

Councillor Rowley sent apologies.

### **72. Declarations of Interest**

None.

### **73. Addresses and Questions by Members of the Public**

None.

#### **74. Councillor Addresses on any item for decision on the Board's agenda**

Councillor Wade, spoke in relation to item 8 on the Agenda, the Wolvercote Neighbourhood Plan. She paid tribute to the work of many individuals, the working groups and Steering Committee over the previous 6 or more years as the Neighbourhood Plan had been developed. She paid particular tribute to the contributions which had been made in their time by Councillors Jean Fooks and Angie Goff and, more recently, by the officers Tom Morris and Keerpa Patel. The Plan had been developed by the community for the community and reflected local policies and aspirations. In anticipation of Cabinet's agreement to the report's recommendations, she looked forward to its adoption after a referendum.

#### **75. Councillor Addresses on Neighbourhood Issues**

None.

#### **76. Items raised by Board Members**

None.

#### **77. Scrutiny Committee Reports**

Councillor Gant, speaking in his capacity as Chair of the Scrutiny Committee, spoke briefly to the three reports (Air Quality Status Report; Integrated Performance Report for Q1; and Modernising Leisure Concessions) which had been published as a supplement to the agenda, thanking the Board Members for their positive responses to the first two. In relation to the third, Councillor Linda Smith, Cabinet Member for Leisure & Housing, explained that there was partial agreement to the two Scrutiny Committee recommendations. In broad terms, those who might be affected in the age category 60-65 would be protected by agreeing that they should remain at the same rate with a 'legacy' membership. Employment and Support Allowance remained as an eligible criteria and there was an opportunity to consult on the concessions within the fees and charges as part of the budget setting process for 2020/2021. A detailed response to the recommendations would be forwarded to the Committee.

#### **78. Wolvercote Neighbourhood Plan**

The Head of Planning Services had submitted a report to consider the Examiner's Report, approve modifications to the Wolvercote Neighbourhood Plan and agree that the Wolvercote Neighbourhood Plan is submitted to a referendum.

Councillor Alex Hollingsworth, Cabinet Member for Planning & Sustainable Transport, introduced the report by echoing the thanks and tributes paid by Councillor Wade with particular reference to the contributions of Councillors Fooks and Goff. The Plan, having now been modified as recommended by the Examiner's Report, was ready to be submitted to a referendum as was required.

The Chair added her thanks to all those who had contributed to this important piece of work over several years.

Cabinet resolved to:

1. **Approve** the Modifications to Policies in the Wolvercote Neighbourhood Plan as recommended by the Examiner's Report (July 2019);
2. **Approve** the factual modifications that have been made for the purpose of correcting errors and approve the factual modifications relating to textual changes in the Wolvercote Neighbourhood Plan; and
3. **Agree** that the Wolvercote Neighbourhood Plan (as modified in the form at Appendix 4 of the report) is submitted to a referendum.

## **79. Integrated Performance Report for Quarter 1 2019/20**

The Heads of Financial Services and Business Improvement had submitted a report to update Members on Finance, Risk and Performance as at 30 June 2019.

Councillor Ed Turner, Cabinet Member for Finance & Asset Management, introduced the report. The observations made by Scrutiny Committee had been helpful and he welcomed them. It was important to refresh the indicators used for performance monitoring from time to time to reflect changes in council activity and or ensure their value or relevance. There had been some unexpected costs such as those relating to necessary work on the Town Hall and for which reserves had, properly, been called upon. The overall adverse variance was not significant in the context of the total budget. A report on capital expenditure would be included in the Q2 report.

Cabinet resolved to:

**Note** the projected financial outturn, the current position on risk and performance as at the 30 June 2019.

## **80. Modernising Leisure Concessions**

The Head of Community Services had submitted a report to present recommendations to improve how leisure concessions are used.

Councillor Linda Smith, Cabinet Member for Leisure & Housing, introduced the report. The system for determining entitlement to leisure concessions was complex, this, combined with the introduction of Universal Credit, had meant it was timely to review the arrangements. This had been a significant piece of work which would ensure that concessions were appropriately targeted. The input of Scrutiny Committee had been helpful in fine-tuning the proposals.

Hagan Lewisman, Active Communities Manager, said that the revised scheme had been preceded by wide consultation and was recognised by Sport England as a model of good practice.

The Cabinet welcomed the proposals and were pleased, among other things, to note the potential benefit for service and ex-service personnel. The new arrangements were a clear improvement but would still require good communication to ensure that they

were widely understood, not least because those who were most likely to need the benefit of concessions were likely, also, to be hard to reach.

It would be desirable to have some aspiration about increased levels of take up as a result of the new arrangements and this would be raised with Fusion Lifestyle.

Cabinet resolved to:

1. **Approve** use of the Council Tax Reduction Scheme and or the housing element of Universal Credit as the primary criteria for concessions;
2. **Approve** implementation of the changes shown in Appendix 2 of the report in parallel with promotion of alternative memberships and discounted prices;
3. **Agree** that the age that someone is able to qualify for an older person concession should be increased from 60 to 65, and then until it reaches 66 in October 2020 and 67 between 2026 and 2028;
4. **Instruct** officers to conduct an annual review of concessionary categories alongside the annual fees and charges process;
5. **Instruct** officers to look to implement improvements to the leisure concessions offer from 1st April 2020; and
6. **Instruct** officers to review the target groups and decide any changes for when the leisure contract is retendered in 2023.

## 81. Letting of 24-26 George Street

The Executive Director- Development had submitted a report to seek approval for the letting of 24-26 George Street.

Councillor Ed Turner, Cabinet Member for Asset Management, introduced the report. He congratulated officers on having been successful in arranging for this property to be let to good advantage in such a short space of time given the current state of the market.

Cabinet resolved to:

1. **Approve** the letting of 24-26 George Street on the terms set out in the confidential appendix; and
2. **Delegate** authority to the Executive Director - Development , to vary those terms on condition that the revised terms continue to represent the best consideration reasonably obtainable.

## 82. Minutes

The Board resolved to APPROVE the minutes of the meeting held on 03 October as a true and accurate record.

### 83. Dates of Future Meetings

Meetings are scheduled for the following dates:

- 13 November
- 11 December
- 22 January
- 12 February
- 11 March

### 84. Matters Exempt from Publication

The Chair moved a resolution, in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012, that the press and public should leave the room in relation to the following item on the grounds that it was likely to involve disclosure of exempt information as described in Section 3 of Schedule 12A of the Local Government Act 1972. The decision to treat the next item as exempt had not been notified prior to the meeting but agreement to the exemption being sought was given by the Chair of the Scrutiny Committee, as required by Section 15.4 b of the Constitution, prior to the resolution being moved.

### 85. Oxford Sports Park - Assignment of lease

The Executive Director Customer & Communities and the Regeneration & Major Projects Service Manager had submitted a report to seek Cabinet approval to assign the lease that the Council currently has in place with Fusion Lifestyle for the operation and management of Oxford Sports Park to Oxford United Football Club (OUFC).

Taking account of the points made in discussion, Cabinet resolved to:

1. **Instruct** officers to enter into further negotiations with Oxford United Football Club and Fusion Lifestyle and, subject to the outcome of those negotiations being regarded as satisfactory by the Executive Director Customer & Communities, having consulted the Cabinet Members for Leisure & Housing and Finance & Asset Management;

2. **Grant** delegated authority to the Executive Director Customer and Communities, in consultation with the Cabinet Members for Leisure & Housing and Finance & Asset Management and the Head of Financial Services to:

- Agree** the terms of a new management agreement with Oxford United Football Club, in line with the existing Development agreement and lease for the Sports Ground, including: a community use agreement; business plan; and governance arrangements for running the Sports park;
- Approve** the proposal that Oxford United Football Club manage and operate the Oxford sports park; and
- Approve** the assignment of the lease to the Oxford sports park from Fusion Lifestyle to OUFC

**86. Letting of 24-26 George Street - Appendix 2**

This appendix was not discussed in confidential session.

**The meeting started at 6.05 pm and ended at 7.05 pm**

Chair .....

**Date: Wednesday 13 November 2019**