

**Committee:** Oxfordshire Growth Board  
**Date:** Wednesday, 29 March 2017  
**Time:** 2.00 pm  
**Venue:** County Hall, New Road, Oxford OX1 1ND

## Membership

Voting Members 30/06/2016-30/06/2017

<b>Chairman and Leader of Oxfordshire County Council</b>	<b>Councillor Ian Hudspeth</b>
<b>Vice Chairman Leader of Oxford City Council</b>	<b>Councillor Bob Price</b>
<b>Leader of Cherwell District Council</b>	<b>Councillor Barry Wood</b>
<b>Leader of South Oxfordshire District Council</b>	<b>Councillor John Cotton</b>
<b>Leader of Vale of White Horse District Council</b>	<b>Councillor Matthew Barber</b>
<b>Leader of West Oxfordshire District Council</b>	<b>Councillor James Mills</b>

## Non-Voting Members

<b>Chairman of OXLEP</b>	<b>Jeremy Long</b>
<b>Vice Chairman and Skills Board Representative</b>	<b>Adrian Lockwood</b>
<b>Universities Representative</b>	<b>Alistair Fitt</b>
<b>OXLEP Business Representative – Bicester</b>	<b>Phil Shadbolt</b>
<b>OXLEP Business Representative – Oxford City</b>	<b>Richard Venables</b>
<b>OXLEP Business Representative – Science Vale</b>	<b>Andrew Harrison</b>
<b>Homes and Communities Agency Representative</b>	<b>David Warburton</b>
<b>Oxfordshire CCG Representative</b>	<b>David Smith</b>

# AGENDA

## 1. Apologies for absence and substitute members

Apologies for absence should be notified to [sue.whitehead@oxfordshire.gov.uk](mailto:sue.whitehead@oxfordshire.gov.uk) or Tel: 07393 001213 prior to the start of the meeting.

## 2. Declarations of interest - see guidance note on the back page

## 3. Minutes (Pages 1 - 6)

To confirm as a correct record the minutes of the meeting of the Oxfordshire Growth Board held on 30 November 2016.

## 4. Chairman's Announcements

To receive Communications from the Chairman.

## 5. Public Participation

Members of the public may ask questions of the Chairman of the Growth Board, or address the Growth Board on any substantive item at a meeting subject to the restrictions set out in the public participation scheme.

Deadline to submit questions: By Thursday 23 March 2017 in writing or email to the Chief Executive or Secretariat of the host authority

Deadline to submit requests to address the meeting: No later than noon on the day before the meeting (Tuesday 28 March 2017) in writing or email to the Chief Executive or Secretariat of the host authority

## 6. The preparation of Joint Spatial Plan for Oxfordshire - Overview. (Pages 7 - 16)

Report Contacts: Paul Staines, Growth Board Programme Manager  
Adrian Colwell, Head of Strategic Planning and the Economy, Cherwell District Council

### Report Purpose

- 1) At the Growth Board Executive Officer Group (EOG) meeting on 13th March 2017, EOG were invited to consider the preparation of an Oxfordshire Joint Spatial Plan (the Spatial Plan).
- 2) EOG approved the report and a detailed project outline for consideration by the Growth Board. The project outline is attached as an appendix to this report.

## **Recommendation**

*That the Growth Board approve the project outline- attached at appendix one- as the basis for the preparation of a detailed project plan and business case for an Oxfordshire Spatial Plan*

### **7. Health Inequalities Commission Report: Addressing Health Inequalities in Oxfordshire (Pages 17 - 48)**

Cllr Anna Badcock, Chairman of the Health Improvement Board and Dr Joe McManners, Deputy Chairman of Health & Wellbeing Board and Clinical Chair of OCCG will be in attendance for this item.

To inform members of the Growth Board of recommendations from the Health Inequalities Commission report and seek their involvement in taking the recommendations forward.

### **8. Oxfordshire infrastructure Strategy (OXIS) Progress Report (Pages 49 - 50)**

Contact Officer: Paul Staines, Growth Board Programme Manager

#### **Report Purpose**

- 1) At the Growth Board in May 2016, the Board approved the commissioning of an Oxfordshire Infrastructure Strategy (OXIS).
- 2) This report for information updates the Board with progress with this project

#### **Recommendation**

*That the Growth Board note progress with OXIS.*

### **9. Public Participation in Growth Board Meetings (Pages 51 - 56)**

Contact Officer: Growth Board Programme Manager

#### **Report Purpose**

- 3) At the Growth Board in September 2015, the Board were invited to adopt a protocol for public participation in future meetings.
- 4) The proposal was adopted, together with a commitment to review the effectiveness of the scheme at some point in the future.
- 5) Accordingly, this report offers the opportunity for review, predicated upon

feedback from recent participants who have suggested changes to the current scheme.

### **Recommendation**

*That the Growth Board consider the proposed changes to the current scheme of public participation contained in this report.*

## **10. Matters arising from previous LEP meeting**

Nigel Tipple to report verbally as necessary.

## Declarations of Interest

### The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

### Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

### What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

### List of Disclosable Pecuniary Interests:

**Employment** (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines. <http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Glenn Watson on **07776 997946** or [glenn.watson@oxfordshire.gov.uk](mailto:glenn.watson@oxfordshire.gov.uk) for a hard copy of the document.