

Committee: Oxfordshire Growth Board
Date: Monday, 26 September 2016
Time: 2.00 pm
Venue: Meeting Rooms 1&2, County Hall, New Road, Oxford OX1 1ND

Membership

Voting Members 01/07/2016-30/06/2017

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

Non-Voting Members

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

AGENDA

1. Apologies for absence and substitute members

Apologies for absence should be notified to 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 of the agenda

3. Minutes (Pages 1 - 4)

To confirm as a correct record the minutes of the meeting of the Oxfordshire Growth Board held on 26 May 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 Tuesday 20 September 2016 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 (Friday 23 September 2016) in writing or email to the Chief Executive or Secretariat of the host authority.

6. Post SHMA Strategic Work Programme (Pages 5 - 62)

Report Content: Paul Staines, Growth Board Programme Manager

Purpose of the report

To provide the Growth Board with a report on the findings of the Post SHMA Strategic Work Programme (the Programme), to recommend the adoption of the proposed apportionment of the unmet housing need for Oxford and approval of a Memorandum of Co-operation including both the apportionment and timetable for delivery of Oxford's unmet housing need as derived through the Programme.

Recommendation

The Growth Board is recommended to:

- (a) Approve the apportionment of the agreed working figure for the unmet housing need for Oxford, in the interest of complying with the Duty to Co-operate.
- (b) Approve the attached Memorandum of Co-operation setting out the apportionment and timetable for delivery of the unmet housing need for Oxford.
- (c) Formally recommend the approved apportionment to each of the Oxfordshire Local Planning Authorities for consideration in the preparation of their Local Plans, in the interest of meeting the objectively assessed housing needs for Oxfordshire.

7. Growth Board Work Programme Review (Pages 63 - 66)

Report Contact: Robin Rogers, Spatial Infrastructure Planning Res. Manager, Oxfordshire County Council

Purpose of the report

To invite the Board to consider key areas of focus for the future work programme of the Board and to charge officers with bringing back detailed proposals to the November meeting of the Board

Recommendation

That the Growth Board:

- (a) Notes proposals from the Executive Officers Group to develop a revised work programme for the Growth Board's consideration at the November meeting of the Board;
- (b) Considers and comments on the suggested prioritisation of projects and identifies additional areas for officer consideration

8. Oxfordshire Growth Board Work Programme (Pages 67 - 82)

To consider and review the Board work Programme.

9. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

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 for a hard copy of the document.