

**Democratic Services**

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14 January 2020

## **SUMMONS TO ATTEND**

**MEETING:** ECONOMIC AND SOCIAL OVERVIEW & SCRUTINY COMMITTEE

**PLACE:** COMMITTEE ROOM I, COUNCIL OFFICES, WOODGREEN, WITNEY

**DATE:** THURSDAY 23 JANUARY 2020

**TIME:** 6.30pm

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Members of the Committee:

Councillors: Andrew Beaney (Chairman), Laetisia Carter (Vice-Chairman), Jake Acock, Joy Aitman, Luci Ashbourne, Jill Bull, Suzi Coul, Jane Doughty, Harry Eaglestone, Hilary Fenton, Andy Graham, Nick Leverton, Neil Owen and Carl Rylett

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### **RECORDING OF MEETINGS**

The law allows the council's public meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Officer know before the start of the meeting.

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## **A G E N D A**

**1. Minutes of the meeting held on 21 November 2019 (previously circulated)**

**2. Apologies for Absence and Temporary Appointments**

**3. Declarations of Interest**

To receive any declarations of interest from Councillors relating to items to be considered at the meeting, in accordance with the provisions of the Council's Local Code of Conduct, and any from Officers.

**4. Participation of the Public**

Purpose:

To receive any submissions from members of the public, in accordance with the Council's Rules of Procedure.

**5. Chairman's Announcements**

Purpose:

To receive any announcements from the Chairman of the Committee.

**6. Committee Work Programme 2019/2020 (Report of the Head of Democratic Services – copy attached)**

Purpose:

To provide the Committee with an update on its Work Programme for 2019/2020.

Recommendation:

That the Committee notes the progress with regard to its 2019/2020 Work Programme.

**7. Cabinet Work Programme (Report of the Head of Democratic Services – copy attached)**

Purpose:

To give the Committee the opportunity to comment on the Cabinet Work Programme published on 14 January 2020.

Recommendation:

That the Committee decides whether to express a view to Cabinet on relevant issues in the Work Programme for the period.

**8. Members' Questions**

Purpose:

To receive questions from Members relating to the work of the Economic & Social Overview and Scrutiny Committee. In order to ensure that appropriate information is to hand at the meeting, Members may wish to give notice of any questions through the Committee Officer

Recommendation:

That Members' questions be dealt with as appropriate.



Chief Executive

This agenda is being dealt with by Amy Barnes, Tel: (01993) 861522;  
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WEST OXFORDSHIRE  
DISTRICT COUNCIL

## WEST OXFORDSHIRE DISTRICT COUNCIL

Name and date of Committee	<b>ECONOMIC AND SOCIAL OVERVIEW AND SCRUTINY COMMITTEE – THURSDAY 23 JANUARY 2020</b>
Report Number	<b>AGENDA ITEM No. 6</b>
Subject	<b>COMMITTEE WORK PROGRAMME 2019/2020</b>
Wards affected	All
Accountable member	Cllr Andrew Beaney Chairman Economic and Social Overview and Scrutiny Committee Email: <a href="mailto:andrew.beaney@westoxon.gov.uk">andrew.beaney@westoxon.gov.uk</a>
Accountable officer	Keith Butler Head of Democratic Services Tel: 01993 861521 Email: <a href="mailto:keith.butler@westoxon.gov.uk">keith.butler@westoxon.gov.uk</a>
Summary/Purpose	To provide the Committee with an update on its Work Programme for 2019/2020.
Annexes	<a href="#">Annex 1</a> - Approved Work Programme for 2019/2020
Recommendation	That the Committee notes the progress with regard to its 2019/2020 Work Programme.
Corporate priorities	To enable the Committee to review its Work Programme and support the Council's priorities to protect the environment whilst supporting the local economy, to meet the current and future needs of residents and to provide efficient and value for money services, whilst delivering quality front line services.
Key Decision	No
Exempt	No
Consultees/ Consultation	None

## **1. BACKGROUND**

- 1.1. At the Committee's meeting in May 2019 it gave consideration to the development of its Work Programme for the year 2019/2020 having regard to the changes to the approach to scrutiny work adopted by Council on 22 October 2008.

## **2. MAIN POINTS**

- 2.1. Attached at [Annex I](#) is the approved Work Programme for 2019/2020 incorporating items rolled forward from last year, taking account of the discussions at the last meeting and providing an update on progress in relation to each item.
- 2.2. In addition to the items contained in the Work Programme there will still be the opportunity to bring forward one-off reports and papers on particular issues of interest to the Committee but it will also be necessary to maintain a general overview of the ways in which external agencies are responding to community concerns. The inclusion of a standing agenda item for Members' questions also provides the opportunity to raise relevant issues.
- 2.3. The Committee is invited to consider progress in respect of the agreed Work Programme for 2019/2020 which is attached in the [Annex](#) to this report.

## **3. FINANCIAL IMPLICATIONS**

- 3.1. There are no financial implications arising directly from this report.

## **4. LEGAL IMPLICATIONS**

- 4.1. None

## **5. RISK ASSESSMENT**

- 5.1. Not applicable

## **6. CLIMATE CHANGE IMPLICATIONS**

- 6.1. Whilst there may be climate change implications arising from specific items within the Work Programme, there are none arising directly from this report.

## **7. ALTERNATIVES/OPTIONS**

- 7.1. In accordance with the Constitution of the Council, Committee has the power to investigate any matters it considers relevant to its work area, and to make recommendations to the Council, the Executive or any other Committee or Sub-Committee of the Council as it sees fit.

## **8. BACKGROUND PAPERS**

- 8.1. None

Work Area		Comments	Meeting / Anticipated Completion Date	Originator
1	RAF Brize Norton	<p>Meetings of the Liaison Group are on-going. Update reports will be submitted as appropriate, particularly in respect of the redevelopment of the Forces Accommodation at REEMA North.</p> <p>The business model proposed for the housing to be provided on this site is currently progressing through the necessary parliamentary process, which is expected to take several months. A progress update was given to officers on 3 December 2019 and will be reported verbally to this Committee.</p>	On-going for periodic updates	E & S
2	Health Care Provision in Oxfordshire	Reports will be submitted as appropriate.	On-going for periodic updates	E & S
3	Leisure Management Contract Working Party	At the conclusion of consideration of the procurement of the leisure management contract and delivery of the current service it was agreed that the Working Party would be held in abeyance but that further meetings could be arranged to address specific issues on a 'task and finish' basis should the need arise.	In abeyance	E & S
4	Oxfordshire Garden Village Area Action Plan	<p>The Committee considered the Oxfordshire Garden Village Area Action Plan Issues Paper at the June 2018 meeting and the preferred options consultation paper at a special meeting held on 10 October 2019.</p> <p>The pre-submission draft Garden Village Area Action Plan will be considered by the Cabinet and Council in the New Year.</p>	Draft Action Plan to be considered by this Committee at its meeting on 2 April 2020	E & S

Work Area		Comments	Meeting / Anticipated Completion Date	Originator
5	Citizens Advice West Oxfordshire	At the meeting on 28 June 2018 it was agreed that the Committee give consideration to the work of Citizens Advice West Oxfordshire and the impact of the Council's adoption of a commissioning approach to funding the organisation. Cabinet agreed in October to a further tendering exercise for the services provided by CAWO, as the current contract expires on 31 March 2020. It is suggested that this Committee's consideration of the impact of this approach should therefore be postponed until later in 2020.	Autumn 2020	E & S
6	Community Infrastructure Levy	At the meeting on 28 June 2018 it was agreed that progress on the introduction of the Community Infrastructure Levy and arrangements for determining the distribution of funds be included within the Work Programme. A briefing note was provided to members in relation to CIL in January 2019. Following a review of the viability assessment it is proposed to undertake consultation on a revised charging schedule. The Committee will have the opportunity to consider the revised schedule as part of the consultation process prior to it being put forward for Examination in Public.	To be considered by this Committee at its meeting on 2 April 2020	E & S

Work Area		Comments	Meeting / Anticipated Completion Date	Originator
7	Affordable Housing	<p>At the meeting on 22 November 2018 the Committee asked for “a further report exploring potentially more innovative ways in which affordable housing could be delivered” to be presented to a future meeting.</p> <p>At the May meeting it was agreed that, rather than submit a report to this Committee, a series of seminars, open to all Members, would take place.</p>	The first of these seminars was held on 11 July and a further seminar on the ‘Blenheim Model’ took place on 30 October. Further seminars will take place during 2020	E & S
8	Enforcement Powers in the Housing and Planning Act	In November 2018 it was agreed that a report be submitted to a future meeting regarding the operation of the Council’s Policy in relation to its powers under the Housing and Planning Act.	A report will be submitted at the appropriate juncture, likely to be in 2020	E&S
9	Vulnerable Persons’ Resettlement Scheme	<p>At the July meeting it was agreed to establish a Working Party to consider issues regarding the operation of the scheme.</p> <p>The Working Party met on 15 July and 10 September 2019 and a date is currently being sought for a further meeting.</p>	Working Party meeting date to be confirmed	E & S
10	Homes for All	<p>Representatives of ‘Homes for All’ met with the Chairman and Vice-Chairman of the Committee and Councillors Doughty and Graham, together with the appropriate Officers on 21 August.</p> <p>At the last meeting it was agreed that representatives of ‘Homes for All’ be invited to attend this meeting.</p>	Homes for All have been invited to attend this meeting	E & S

<b>Work Area</b>		<b>Comments</b>	<b>Meeting / Anticipated Completion Date</b>	<b>Originator</b>
<b>11</b>	Cotswolds Area of Outstanding Natural Beauty Management Plan 2018-2023	In March 2019 the Committee considered the call-in request relating to Cabinet minute no. 96 of 16 January 2019 in respect of the Council's response to the Cotswolds Area of Outstanding Natural Beauty Management Plan 2018-2023. It was agreed that consideration of the call-in request be deferred pending the receipt of further information and the item be added to the Committee Work Programme.	Officers will continue to monitor the position and a report will be submitted once further information regarding the AONB Board's proposals becomes available. Following publication of the Glover report, a meeting is to take place of the lead members from all local authorities in the AONB to consider its recommendations. A report will be submitted to this Committee early in 2020.	E & S
<b>12</b>	Annual Local Plan Monitoring Report	The Committee considers the Local Plan Monitoring Report on an annual basis.	April 2020	
<b>13</b>	Police, Community Safety and CDRP	The Committee receives an annual update from the local Police Area Commander regarding policing priorities for the area.	Superintendent Mark Johns and Chief Inspector John Batty attended the September meeting	
<b>14</b>	Equal Opportunities Policy	At the October meeting it was agreed that consideration of the review of the Council's Equal Opportunities Policy be added to the Committee's Work Programme.  In addition, Members were invited to raise any issues they may have in relation to the existing Policy with Officers.	April 2020	E&S



<b>Work Area</b>		<b>Comments</b>	<b>Meeting / Anticipated Completion Date</b>	<b>Originator</b>
<b>15</b>	Oxford to Cambridge Expressway	At the July meeting it was noted that Homes England was to conduct a public consultation on potential options in the autumn and agreed that the matter be considered as part of the consultation process. Whilst it was anticipated that a report would be brought to the November meeting, public consultation has been delayed. A report will be brought forward at the appropriate juncture.	April 2020	E&S
<b>16</b>	Domestic Violence	At the September meeting it was noted that Members of the Committee had met with Officers to discuss issues relating to domestic violence. It was agreed that a report on the issues arising at that meeting in relation to the countywide provision of domestic abuse support should be included within the Committee's Work Programme.	April 2020	E&S
<b>17</b>	Strategic Review of the Council's Markets	At its last meeting the Environment Overview and Scrutiny Committee considered a report regarding the way in which the recommendations made by the review group established in 2012 to conduct a review of the Council's markets had been carried forward and requested this Committee to consider whether it would wish to recommend the allocation of resources to review and assess the future strategic direction of the markets.	April 2020	ENV

<b>Work Area</b>		<b>Comments</b>	<b>Meeting / Anticipated Completion Date</b>	<b>Originator</b>
<b>18</b>	European Union Nationals – ‘Settled Status’	<p>At the last meeting the Committee gave consideration to the Notice of Motion regarding European Union Nationals referred to the Committee by the Council.</p> <p>At that meeting it was agreed that a Working Party be established to undertake an audit of what action the Council was taking to advise European Union nationals to apply for ‘Settled Status’ and what was being done elsewhere.</p> <p>The Working Group will meet on 15 January and a verbal update will be provided at this meeting of the Committee</p>	January 2020	E&S
<b>19</b>	Staffing Levels in Housing and Planning Enforcement Services	At the last meeting it was agreed that a special meeting be held to undertake a review of staffing levels in the Housing and Planning Enforcement services.	February/March 2020	
<b>20</b>	Presentation by representatives of GLL Better (Greenwich Leisure Limited), the Council’s Leisure Services Provider.	Arrangements have been made for representatives of GLL Better (Greenwich Leisure Limited) to attend the next scheduled meeting to provide performance information and respond to Members’ questions.	April 2020	E&S



WEST OXFORDSHIRE  
DISTRICT COUNCIL

## WEST OXFORDSHIRE DISTRICT COUNCIL

Name and date of Committee	<b>Economic and Social Overview and Scrutiny Committee – Thursday 23 January 2020</b>
Report Number	<b>Agenda Item No. 7</b>
Subject	<b>Cabinet Work Programme</b>
Wards affected	All
Accountable members	James Mills, Leader of the Council <a href="mailto:james.mills@westoxon.gov.uk">james.mills@westoxon.gov.uk</a>
Accountable officer	Keith Butler Head of Democratic Services Tel: 01993 861521 Email: <a href="mailto:keith.butler@westoxon.gov.uk">keith.butler@westoxon.gov.uk</a>
Summary/Purpose	To give the Committee the opportunity to comment on the Cabinet Work Programme published on 14 January 2020.
Annexes	<a href="#">Annex 1 – Cabinet Work Programme published 14 January 2020.</a>
Recommendation	That the Committee decides whether to express a view to Cabinet on relevant issues in the Work Programme for the period.
Corporate priorities	To maintain and enhance West Oxfordshire as one of the best places to live, work and visit in Great Britain and to meet the current and future needs of residents.
Key Decision	No
Exempt	No
Consultees/ Consultation	None

## **1. BACKGROUND**

- 1.1. The Cabinet Work Programme is produced on a monthly basis in accordance with the requirements of the Local Government Act 2000, the Council's Constitution and the Regulations relating to publicity for Cabinet decisions that came into force on 10 September 2012. The programme sets out the Cabinet's work programme for the following three months, as applicable.
- 1.2. The programme [published on 14 January](#), covering the period to February 2020 is included in the [Annex to this report](#), for comment.

## **2. FINANCIAL IMPLICATIONS**

- 2.1. There are no financial implications arising directly from this report.

## **3. LEGAL IMPLICATIONS**

- 3.1. None

## **4. RISK ASSESSMENT**

- 4.1. Not applicable

## **5. ALTERNATIVES/OPTIONS**

- 5.1. The Committee may take such action as it considers appropriate within its terms of reference

## **6. BACKGROUND PAPERS**

- 6.1. None

## Cabinet Work Programme published 14 January 2020

No.	Proposed Decision and (if applicable) reason(s) the matter is proposed to be considered in private	Key Decision (Yes/No)	Likely to be considered in private (Yes/No)	Decision-maker	Date of Decision	Documents	Notes
1.	To adopt an Action Plan to reduce the Council's use of Single Use Plastics	No	No	Cabinet then Council	12 February 2020	None	Will be considered by Environment Overview and Scrutiny Committee on 6 February 2020
2.	Community Infrastructure Levy: agreement to carry out consultation on a revised charging schedule	Yes	No	Cabinet	12 February 2020	None	The Economic & Social Overview & Scrutiny Committee will be asked to comment on the schedule during the consultation
3.	Approval of pre-submission draft Garden Village Area Action Plan	No	No	Cabinet then Council	12 February 2020	None	
4.	Approval of proposed revisions to Customer Access Channels	Yes	No	Cabinet	12 February 2020	None	

No.	Proposed Decision and (if applicable) reason(s) the matter is proposed to be considered in private	Key Decision (Yes/No)	Likely to be considered in private (Yes/No)	Decision-maker	Date of Decision	Documents	Notes
5.	<p>Consideration and approval of land and property matter relating to economic development</p> <p>Proposed to be considered in private because of the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 - "information relating to the financial or business affairs of any particular person".</p>	No	Yes	Cabinet then Council	12 February 2020	None	
6.	Approval of name for the Oxfordshire Cotswolds Garden Village	No	No	Cabinet	12 February 2020	Consultation/competition responses	
7.	Consideration and recommendation to Council to approve the budget, fees and charges, capital programme, prudential indicators, Medium Term Financial Strategy, Council Tax and Pay Policy Statement for 2020/21	No	No	Cabinet then Council	12 February 2020	None	

No.	Proposed Decision and (if applicable) reason(s) the matter is proposed to be considered in private	Key Decision (Yes/No)	Likely to be considered in private (Yes/No)	Decision-maker	Date of Decision	Documents	Notes
8.	<p>Consideration of tenders for the provision of Electric Vehicle Charging Points and award of contract</p> <p>It is anticipated that there will be an Appendix to the report which will contain information which will not be published because of the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 - "information relating to the financial or business affairs of any particular person".</p>	No	Yes	Cabinet then Council	12 February 2020	None	
9.	Approval of funding for the appointment of a consultant to prepare a revised Leisure Strategy for the District	No	No	Cabinet	12 February 2020	None	
10.	Approval of updated Statement of Community Involvement	Yes	No	Cabinet	12 February 2020	Current Statement	
11.	Approval of Loan to Ramsden Parish Council for works to the Ramsden Memorial Hall	No	No	Cabinet	12 February 2020	None	

No.	Proposed Decision and (if applicable) reason(s) the matter is proposed to be considered in private	Key Decision (Yes/No)	Likely to be considered in private (Yes/No)	Decision-maker	Date of Decision	Documents	Notes
12.	Approval of Procurement for Utilities Contract	Yes	No	Cabinet	12 February 2020	None	There may be an appendix containing information which will be exempt and not for publication
13.	Approval of Developer Contributions Supplementary Planning Document (SPD) Issues Paper	No	No	Cabinet	18 March 2020	None	
14.	Approval of draft West Eynsham Development Framework Supplementary Planning Document (SPD) for consultation	Yes	No	Cabinet	18 March 2020	Consultation draft	
15.	Approval of CCTV Compliance Policy, to ensure the surveillance camera commissioner code of practice and relevant legislation are met	No	No	Cabinet	18 March 2020	None	
16.	Approval of award of contract for revenues and benefits management system	No	No	Cabinet then Council	18 March 2020	None	
17.	Consideration of update report relating to the "Our House" project	No	No	Cabinet then Council	18 March 2020	None	
18.	Consideration of 2019/20 Quarter Three Performance Monitoring Report	No	No	Cabinet	18 March 2020	None	



No.	Proposed Decision and (if applicable) reason(s) the matter is proposed to be considered in private	Key Decision (Yes/No)	Likely to be considered in private (Yes/No)	Decision-maker	Date of Decision	Documents	Notes
19.	Approval of the Publica Business Plan for 2020/21	Yes	No	Cabinet	18 March 2020	None	Likely to be considered by Finance & Management Overview & Scrutiny Committee in January 2020
20.	Approval of Community Revenue Grants for 2020/2021	Yes	No	Cabinet	18 March 2020	None	
21.	Approval of the allocation of funding for Waste Transfer Station Weighbridge	Yes	No	Cabinet	18 March 2020	None	
22.	Approval of East Chipping Norton draft Supplementary Planning Document for consultation	No	No	Cabinet	22 April 2020	None	
23.	Approval of East Witney draft Supplementary Planning Document for consultation	No	No	Cabinet	22 April 2020	None	
24.	Consideration of annual Local Plan Monitoring Report	No	No	Cabinet	22 April 2020	None	Will first be considered by the Economic and Social Overview and Scrutiny Committee