

WEST OXFORDSHIRE DISTRICT COUNCIL

At a Meeting of the
WEST OXFORDSHIRE DISTRICT COUNCIL
held in the Council Chamber, Council Offices, Woodgreen,
Witney, on Wednesday 25 April 2018 at 2:00pm.

PRESENT

Councillors: N A MacRae MBE (Chairman), Mrs M J Crossland (Vice Chairman), Mrs J C Baker, A C Beaney, R J M Bishop, Mrs L C Carter, A S Coles, N G Colston, J C Cooper, D A Cotterill, C Cottrell-Dormer, C G Dingwall, P J G Dorward, Mrs J M Doughty, H B Eaglestone, P Emery, D S T Enright, Mrs E H N Fenton, E J Fenton, S J Good, J Haine, A D Harvey, Miss G R Hill, E H James, P D Kelland, Ms E P R Leffman, Mrs M L Mead, J F Mills, T J Morris, T N Owen, Dr E M E Poskitt, A H K Postan, G Saul and G H L Wall.

65. MINUTES

RESOLVED: that the Minutes of the meeting of the Council held on 28 February 2018, copies of which had been circulated, be confirmed as a correct record and signed by the Chairman.

66. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A J Adams, A M Graham, P J Handley, H J Howard, Mrs L E C Little, H E T St John and B J Woodruff.

67. DECLARATIONS OF INTEREST

There were no declarations of interest from Members or Officers relating to items to be considered at the meeting.

68. RECEIPT OF ANNOUNCEMENTS

68.1 Retiring Members

The Chairman advised that five Members of the Council would not be seeking re-election at the forthcoming elections on 3 May and referred to the resignation from the Council of a sixth. He thanked them all for their contributions to the work of the Authority and wished them well for the future.

Messrs Enright and Cooper expressed their thanks to them on behalf of their respective Political Groups.

Councillor Martin Barrett

Mr Barrett was first elected to represent Bampton and Clanfield in May 2006.

Mr Barrett served on the Audit and General Purposes Committee, Economic and Social Overview and Scrutiny Committee, Environment Overview and Scrutiny Committee, Licensing Committee, Development Control Committee and the Lowlands Area Planning Sub-Committee.

Mr Barrett also represented the Council on the Oxfordshire Joint Health Overview & Scrutiny Committee, Oxford Airport Consultative Committee and the Oxfordshire Buildings Trust.

Councillor Peter Emery

Mr Emery represented Eynsham since his election in 2014. He served on the Environment Overview and Scrutiny Committee, Development Control Committee and the Lowlands Area Planning Sub-Committee and the Finance and Management Overview and Scrutiny Committee which he chaired since May 2016.

Mr Emery also served on the Urgency Committee and the Human resources Committee.

Councillor Henry Howard

Mr Howard represented Carterton North East from 2010 and has served on the Audit and General Purposes Committee, Environment Overview and Scrutiny Committee, Finance and Management Overview and Scrutiny Committee, Development Control Committee and the Lowlands Area Planning Sub-Committee throughout his time in office.

Mr Howard was Vice-Chairman of the Audit and General Purposes Committee in 2016/2017. He was also the Council's Armed Forces Champion and represented the Council on the Carterton Town Centre Partnership and Carterton Traffic Advisory Committee.

Councillor Mrs Lynn Little

Mrs Little was first elected as representative for Carterton South in 2013 and served on the Audit and General Purposes Committee and the Licensing Committee since that time. Mrs Little also served on the Environment Overview and Scrutiny Committee and, since 2014, on the Economic and Social Overview and Scrutiny Committee.

Mrs Little represented the Council on Age UK Older Peoples Forum, North and West Oxfordshire Carers Centre, Oxfordshire Museums Advisory Council and Volunteer Link-Up.

Councillor James Virgin

Mr Virgin was elected to represent the Bartons Ward in May 2017 and served on the Economic and Social Overview and Scrutiny Committee, Development Control Committee and the Uplands Area Planning Sub-Committee.

Councillor Mrs Carol Reynolds

Mrs Reynolds was initially elected to represent Witney North in August 2015, subsequently representing Freeland and Hanborough from May 2016 until her resignation in March 2018.

She originally served on the Finance and Management and Environment Overview and Scrutiny Committees prior to her appointment as Cabinet Member with responsibility for the Environment and Community Safety in November 2016.

Mrs Reynolds was also Vice-Chairman of the Human Resources Committee and served on the Urgency Committee.

69. PARTICIPATION OF THE PUBLIC

Mr Kevin Hickman of the Windrush Bike Project addressed the meeting regarding cycling and parking in Witney

A summary of his submission appears as Appendix A to the original copy of these minutes.

Mr Mills noted that Lord Adonis had identified the importance of cycling facilities in rural areas in the National Infrastructure Commission report and indicated that this would remain a significant factor when working on the development of the joint spatial strategy.

The Chairman thanked Mr Hickman for his contribution and advised that Officers would give consideration to the best way in which the suggestions he had made could be taken forward.

70. RECOMMENDATIONS FROM THE EXECUTIVE AND COUNCIL COMMITTEES

It was noted that there were no recommendations to be considered arising from meetings of the Cabinet or the Council's Committees in the period from 14 March to 19 April 2018.

71. REPORTS OF THE CABINET AND THE COUNCIL'S COMMITTEES

The reports of the meetings of the Cabinet and the Council's Committees held between 14 March and 18 April 2018 were received:

71.1 Publica Business Plan Minute No. CAB/130/2017/2018

Mr Enright enquired whether any further information was available regarding arrangements for Member scrutiny of Publica.

In response, Mr Mills advised that he had been in discussion with the Chairman of the Finance and Management Overview and Scrutiny Committee regarding future arrangements but felt that it was more appropriate for those Committees to consider how they would wish to go forward. Further information regarding the work carried out in this area could be found on the Publica website.

In response to a question from Mr Cooper, the Head of Democratic Services advised that a Member Group comprised of the Chairmen of the Overview and Scrutiny Committees, representatives of the Cabinet and the Leaders of the Political Groups had been established to review the work of Publica. The Group was to meet on a quarterly basis and the first meeting was to take place on 30 May.

71.2 General Data Protection Regulation Minute No. CAB/131/2017/2018

Mr Enright enquired whether arrangements for further Member training on the requirements of the General Data Protection Regulation had been finalised. In response, the Head of Democratic Services advised that 14 June had been identified as the likely date for training and that confirmation would be sent out shortly. If necessary, additional dates would be offered.

71.3 Oxfordshire Health Care Transformation Programme Minute No. E&S/87.2/2017/2018

Ms Leffman enquired whether the Oxfordshire Clinical Commissioning Group's report referred to at the meeting had been circulated as agreed. In the absence of the Chairman of the Committee, Mr MacRae undertook to investigate further and advise Members accordingly.

72. REVIEW OF THE HUMAN RESOURCES COMMITTEE

The report of the Monitoring Officer and Head of Democratic Services regarding the potential dis-establishment of the Human Resources Committee was received and considered.

Mr Morris proposed the recommendations set out in the report and noted that the Committee had not met since 2016. Further, when it had done so, its workload did not appear to be particularly onerous.

In seconding the proposition, Mr Mills noted that, as the majority of the Council's staff had been transferred to Publica, the Authority only had direct responsibility for very few retained staff. Accordingly, the Audit and General Purposes Committee would be able to undertake any duties relating to the remaining posts that were not reserved to the full Council by law.

Mr Enright enquired how the Committee would fulfil these responsibilities and Mr MacRae advised that this would be addressed after the forthcoming elections.

The recommendations were then put to the vote and were carried.

RESOLVED:

- (a) That the Human Resources Committee is not re-appointed with effect from the 2018/19 municipal year;
- (b) That Publica be authorised to apply any annual pay awards to those staff employed by the Council;
- (c) That the Group Manager (Legal and Property) be authorised to take any necessary decisions relating to the employment of the Legal Executive;
- (d) That the Audit and General Purposes Committee be delegated the authority to make any necessary decisions relating to the remaining posts specified under paragraph 3.4 of the report which were not reserved by law to Council;
- (e) That a report be presented to a future meeting of the Audit and General Purposes Committee to address the issue and explain or seek authority for the necessary procedures for the appointment or dismissal of persons from the Council retained posts, including disciplinary and grievance procedures; and
- (f) That the Monitoring Officer be authorised to make any necessary changes to the Council's constitution as a result of the changes approved pursuant to this report.

73. SEALING OF DOCUMENTS

The Council received and noted the report of the Head of Paid Service which gave details of documents numbered 11486 to 11506A sealed since its last ordinary meeting.

The meeting closed at 2:20pm

CHAIRMAN