

**Democratic Services**

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23 July 2019

**SUMMONS TO ATTEND**

**MEETING:** WEST OXFORDSHIRE DISTRICT COUNCIL  
**PLACE:** COUNCIL CHAMBER, COUNCIL OFFICES, WOODGREEN, WITNEY  
**DATE:** WEDNESDAY 31 JULY 2019  
**TIME:** 2.00 PM

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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 26 June 2019 (copy attached)**
- 2. Apologies for Absence**
- 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. Receipt of Announcements**

To receive any announcements from The Chairman, Leader, Members of the Cabinet or the Head of Paid Service.
- 5. Participation of the Public**

To receive any submissions from members of the public, in accordance with the Council's Rules of Procedure.
- 6. Recommendations from the Executive and the Council's Committees**

Purpose:  
To receive and consider recommendations made by the Cabinet and the Council's Committees from 4 July to 25 July 2019.

Recommendation:  
That the recommendations set out in the Appendix to the report be adopted.

## 7. Reports of the Cabinet and the Council's Committees

To receive the reports of the following meetings of the Cabinet and the Council's Committees. Unless otherwise stated, copies are attached:

- |     |  |              |           |
|-----|--|--------------|-----------|
| (a) | <a href="#">Economic and Social Overview and Scrutiny Committee</a>    | 4 July 2019  |           |
| (b) | <a href="#">Finance and Management Overview and Scrutiny Committee</a> | 17 July 2019 |           |
| (c) | Cabinet  | 24 July 2019 | To follow |

## 8. Notice of Motion – Local Nature Partnership

The following Motion has been received in the names of Councillors James Mills and Norman MacRae, namely:-

*“This Council recognises the challenge of tackling the Climate emergency is not just for one Council or one political party and to achieve net zero by 2030 we need to build cross-council and cross-party support for the actions required to deliver it. Therefore, we agree to ask our Head of Paid Service, Giles Hughes, to write to the other principal Oxfordshire local authorities proposing that they join us in setting up a Local Nature Partnership for Oxfordshire”.*

## 9. Notice of Motion – Tree Planting

The following Motion has been received in the names of Councillors Alex Postan and David Harvey, namely:-

*“In support of Cllr MacRae’s recent motion that directs this Council towards a carbon neutral future and taking heed of the findings of extensive research, I believe that we have the ability to instigate a practice whereby we, both as a community or as individuals, can take action to absorb and capture CO2 from the atmosphere by planting trees.*

*Accordingly, this Council will require its permanent staff to draft a planning condition to mandate substantial planting of trees, shrubs and forestation in all significant developments. The expectation is that by the start of 2020 this condition could be a standard attachment to all permissions approved.”*

## 10. Council Head of Paid Service (Joint Report of the Monitoring Officer and the Chief Finance Officer – copy attached)

### Purpose:

To consider the designation and salary level of the Head of the Paid Service.

### Recommendations:

- (a) That Giles Hughes be designated as Chief Executive with effect from 1 August 2019, in addition to his existing designation as Head of the Paid Service;
- (b) That, pending a salary review following the outcome of the on-going pay and grading review in relation to Publica employees, the post be remunerated at an annual salary of £78,810; and
- (c) That, with appropriate adjustments to take account of pay awards in the intervening period, the approved salary be backdated to 1 November 2017.

## **II. Sealing of Documents (copy attached)**

Purpose:

To note the documents sealed since the last report.

Recommendation:

That the report be noted.

A handwritten signature in cursive script that reads "Giles Hughes".

Giles Hughes  
Head of Paid Service