

**Democratic Services**

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27 November 2019

**SUMMONS TO ATTEND**

**MEETING:** ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE

**PLACE:** COMMITTEE ROOM 1, COUNCIL OFFICES, WOODGREEN, WITNEY

**DATE:** THURSDAY 5 DECEMBER 2019

**TIME:** 2.00pm

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Members of the Committee:

Councillors: Alaa Al-Yousuf (Chairman), Martin McBride (Vice-Chairman), Richard Bishop, Jill Bull, Mike Cahill, Andrew Coles, Owen Collins, Harry Eaglestone, Ted Fenton, Gill Hill, Liz Leffman, Kieran Mullins, Elizabeth Poskitt and Alex Postan

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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.

**IMPORTANT NOTE:**

Councillors are requested to remember to bring their copies of the report on the Budget for 2020/2021 and the associated appendices with them to the meeting.

**A G E N D A**

- 1. Minutes of the meeting held on 10 October (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. 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.

**6. 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 21 May 2019.

Recommendation:

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

**7. 2020/21 Budget (Report of the Chief Finance Officer – previously circulated)**

**Please note that the detailed Budget papers relating to this report have been circulated under separate cover, to avoid duplication and unnecessary additional printing and postage. Members are requested to bring this information to the meeting.**

Purpose:

To consider the initial draft base budgets for 2020/21, draft fees and charges for 2020/21 and the latest revised Capital Programme for 2019/20 and future years. The Cabinet is required to consult Overview and Scrutiny Committees on its budget proposals in accordance with the Council's Constitution.

Recommendation:

That consideration is given to the following and comments submitted to Cabinet:

- a) The initial draft base budget for 2020/21 totalling £15,724,621 as summarised in Annex A;
- b) Draft fees and charges for 2020/21 at Annex B; and
- c) The latest Capital Programme for 2019/20 revised and future years at Annex C.

**8. Parking Enforcement on Council Owned Land (Report of the Group Manager - Commissioning – copy attached)**

Purpose:

To consider renewal of the parking order to include plots of land at Langdale Gate, Marriotts Close and the Woolgate car park, Witney.

Recommendation:

That the Cabinet be recommended to:

- a) renew the Parking Order to include the locations at Langdale Gate, Marriotts Close and Woolgate, identified in Annex A.

- b) enter into a lease with Witney Town Council for the land at Langdale Gate and delegate agreement for the terms of that lease to the Group Manager Legal Services, Group Manager – Commissioning (Publica Group (Support) Limited and Cabinet Member for Resources.
- c) delegate the consideration of consultation responses on the parking order, to the Cabinet Member for Environment and the Group Manager for Commissioning(Publica Group (Support) Limited.

**9. Service Performance 2019/20 Quarter 2 (Report of the Group Manager – Strategic Support – copy attached)**

Purpose:

To provide information on the Council’s service performance at the end of Quarter 2 of 2019/ 2020.

Recommendation:

That the Committee reviews, and challenges as appropriate, service performance for Quarter 2 of 2019/20.

**10. Members’ Questions**

Purpose:

To receive questions from Members relating to the work of the Environment 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.



Giles Hughes  
Chief Executive

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