

Tuesday, 5 January 2021

Tel:  
e-mail -

## CABINET

You are summoned a meeting of the Cabinet will be held remotely, via Cisco Webex on **Wednesday, 13 January 2021 at 2.00 pm.**



Giles Hughes  
Chief Executive

To: Members of the Cabinet

Councillors: Councillor Michele Mead (Chair), , Councillor Suzi Coul, Councillor Merilyn Davies, Councillor Jeff Haine, Councillor David Harvey, Councillor Norman MacRae MBE and Councillor Toby Morris

Due to the current social distancing requirements and guidance relating to Coronavirus Regulations 2020 – Part 3 – Modification of meetings and public access requirements this meeting will be conducted remotely using Cisco Webex.

Members of the public will be able to follow the proceedings through a broadcast on [West Oxfordshire District Council Facebook account](#) (You do not need a Facebook account for this).

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

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

# AGENDA

1. **Notice of Decisions**

To receive notice of the decisions taken at the meeting held on Wednesday 16 December 2020 (previously circulated)

2. **Apologies for Absence**

3. **Declarations of Interest**

To receive any declarations from Members of the Committee on any items to be considered at the meeting

4. **Participation of the Public**

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

5. **Receipt of Announcements**

Purpose:

To receive any announcements from the Leader of the Council or Members of the Cabinet.

6. **Designation of Ascott under Wychwood Neighbourhood Area**

Purpose:

To determine the proposed designation of the Ascott under Wychwood Neighbourhood Area by Ascott under Wychwood Parish Council, which encompasses the entire Parish of Ascott under Wychwood and includes an area of land with five properties within the Parish of Shipton under Wychwood.

Recommendation:

That the application for Neighbourhood Area Designation by Ascott under Wychwood Parish Council be approved, as explained in the report at Annex A.

7. **Revised Draft Affordable Housing Supplementary Planning Document**

Purpose:

To agree that a revised draft Affordable Housing Supplementary Planning Document (SPD) is published for the purposes of a six-week public consultation.

Recommendation:

That the revised draft Affordable Housing Supplementary Planning Document (SPD) attached at Annex B is published for a six-week period of public

consultation.

## 8. **Proposed Changes to Contract Procedure Rules**

### Purpose:

To simplify the procurement process for low value procurements, change the thresholds outlined in the current CPRs and align them with all other Publica Councils. The proposed changes will enable officers to self-serve under £25,000.

### Recommendation:

That Council be recommended to adopt the proposed revised Contract Procedure Rules appended to this report, with immediate effect.

## 9. **2021/22 Budget**

### Purpose:

To consider (i) initial base budgets; (ii) fees and charges for 2021/22; (iii) adoption of the Council Tax Base for 2021/22; and (iv) the submission of the business rates return.

### Recommendations:

(a) That Cabinet approves:

- (i) The draft base budgets for 2021/22 as detailed in Annex A; and
- (ii) Fees and charges for 2021/22, as detailed in Annex D, for inclusion as part of the Budget recommendations to Council on 24 February 2021;

(b) That Council be recommended to approve:

- (i) The Council Tax Base shown in Annex E, calculated as £44,917.91 for the year 2021/22;
- (ii) Authorising the Chief Finance Officer to submit the National Non-Domestic Rates Return 1 (NNDR1) to the Ministry of Housing, Communities and Local Government by the submission date of 31 January 2021; and
- (iii) Authorising the Chief Finance Officer to approve the annual uprating of allowances and non-dependant deductions in the Local Council Tax Support Scheme in line with national regulations.

## 10. **Exclusion of Public and Press**

In view of the likely disclosure of exempt information, as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public be

excluded from the meeting for the remaining item of business.

11. **Options for the Future Use of the Guildhall, Chipping Norton**

Purpose:

To consider options for the future of the Guildhall Chipping Norton.

Recommendations:

- (a) That Cabinet considers the options and decides which option(s) to progress; and
- (b) That the Group Manager for Commissioning be authorised, in consultation with the Cabinet Member for Resources, the Chief Finance Officer and the Monitoring Officer, to approve the final detailed heads of terms for a sale or lease of the site under the options chosen to progress.

(END)