

Wednesday, 2 June 2021

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ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

You are summoned to a meeting of the Environment Overview and Scrutiny Committee to be held in the Council Chamber, Council Offices, Woodgreen, Witney on **Thursday, 10 June 2021 at 2.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Environment Overview and Scrutiny Committee

Councillors: Councillor Alaa Al-Yousuf (Chairman), Councillor Andrew Coles (Vice-Chair), Councillor Mike Cahill, Councillor Owen Collins, Councillor Rupert Dent, Councillor Harry Eaglestone, Councillor Ted Fenton, Councillor Andy Goodwin, Councillor Liz Leffman, Councillor Martin McBride, Councillor Alex Postan, Councillor Carl Rylett, Councillor Harry St John and Councillor Ben Woodruff

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. **Minutes of Previous meeting (Pages 5 - 8)**
To consider the minutes of the meeting held on 15 April 2021.
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. **OCC Local Lead Flood Authority - Update**
Purpose
To receive an update from the Lead Local Flood Authority, Oxfordshire County Council.
6. **Committee Work Programme 2021/22 (Pages 9 - 12)**
Purpose:
To provide the Committee with an update on its Work Programme 2021/22.
Recommendation:
That the Committee notes the work programme and provides comment where needed.
7. **Call-In of Cabinet Decision; Allocation of Parking Funds (Pages 13 - 20)**
Purpose
To consider the call-in request relating to the Cabinet decision of 21 April 2021 (minute no. 130) relating to the Allocation of Parking Funds.
Recommendation
 - a) That the Committee decides whether or not to support the call-in request; and
 - b) That, if the request is supported, the Committee determines whether it wishes to submit any additional comments to Cabinet.
8. **Cabinet Work Programme (Pages 21 - 24)**
Purpose:
To give the Committee the opportunity to comment on the Cabinet Work Programme published in May 2021.
Recommendation:
That the Committee decides whether to express a view to the Cabinet on relevant issues in its Work Programme.
9. **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.

(END)

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Public Document Pack Agenda Item 1

WEST OXFORDSHIRE DISTRICT COUNCIL

MINUTES OF THE ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

THURSDAY 15TH APRIL 2021

HELD VIA VIDEO CONFERENCING

Present: Councillor Alaa Al-Yousuf, Chairman
Councillors Richard Bishop, Jill Bull, Andrew Coles, Harry Eaglestone, Duncan Enright, Ted Fenton, Liz Leffman, Martin McBride (Vice-Chair), Elizabeth Poskitt and Alex Postan

Also in Attendance: Councillor Norman MacRae, Cabinet Member for Environment

Officers: Scott Williams, (Business Manager – Contracts); Kenton Vigus (Waste Contracts Specialist); Adrienne Frazer (Strategic Support Officer) and Amy Bridgewater-Carnall (Senior Strategic Support Officer).

Apologies: Councillor Owen Collins

35 **Minutes of Previous meeting**

RESOLVED that the minutes of the meeting held on Wednesday 3 February 2021 be approved and signed by the Chairman as a correct record.

36 **Apologies for Absence and Temporary Appointments**

Apologies for absence were received from Councillor Owen Collins.

37 **Declarations of Interest**

There were no declarations of interest from Members or Officers.

38 **Participation of the Public**

There were no requests received.

39 **Committee Work Programme 2020/2021**

The Committee was provided with an update on its work programme for 2020/21.

The Chairman advised that an invitation had been extended to Oxfordshire County Council as Local Lead Flood Authority, following a request made at the last meeting. However, due to staff changes OCC had advised they would be unable to attend until the June 2021 meeting. Officers confirmed this would be added to the work programme for June.

Councillor Coles queried if further information could be given on the nature of the staffing changes and was advised that there had been a change of officers with a new person in post.

It was also proposed that the final line of the appendix be amended to remove reference to the Cabinet Advisory Group for Environment. Councillor Al-Yousuf advised that the Climate Action Working Group had met earlier that day and had a successful and information meeting.

RESOLVED: That the following item be added to the work programme for future meetings:

a) Update from OCC as Local Lead Flood Authority be added to June 2021;

40 Cabinet Work Programme

The Committee considered the report from Democratic Services which gave Members the opportunity to comment on the Cabinet Work Programme published on 23 March 2021.

Councillor Bull queried if the report relating to the Upgrade to West Oxfordshire's Public Open Space CCTV would be submitted in May as detailed. In response, the Cabinet Member for Environment advised that he was unable to advise any further as this area of work did not fall within his remit.

In response to a query from Councillor Enright, Councillor MacRae advised that an update on the Christmas Floods was due to be provided by the Leader in May.

RESOLVED that the report be noted.

41 Environmental Services Innovation Programme - Presentation

Members received a verbal presentation on the Environmental Services Innovation Programme from the Business Manager – Contracts which outlined the work planned for the future of the service.

Councillor Leffman asked for clarity on the replacement vehicles timeline and was advised that the service at West Oxfordshire was different to that being delivered at Cotswold District Council who were due to review their contract after two years. Mr Williams explained that it was still possible to deliver savings and efficiencies working with our partner Councils because there were commonalities in the service. It was noted though that one of the challenges was that the service covered two different waste disposal authorities – Oxfordshire and Gloucestershire.

Councillor Poskitt highlighted that there appeared to be slightly different waste being collected, via differing methods. Mr Williams advised that in general, the waste was similar but it was the way that it was collected for example the separation of some dry recycling contents. However, the food waste was collected in the same manner so efficiencies could be found there.

Councillor Coles asked if there was the potential to introduce more digital reporting, with prompts or promotions for customers. Officers explained that one of the projects being worked on was a self-serve facility for Councillors to access but it was highlighted that not all residents were comfortable with a move to digital.

Councillor McBride raised the issue of moving to electric or hybrid vehicles as the intel coming back appeared to be positive. He was assured that all options were being considered as well as hydrogen, rail, air and sea for the movement of heavy fleet.

Having received the report and heard from the officers present, the Committee noted the presentation.

RESOLVED that the presentation be noted.

42 Environmental Services In-Cab Technology System

Members received a presentation from the Business Manager - Contracts, outlining the business case on the costs, benefits and risks of procuring an Environmental Services In-Cab Technology system. The presentation and supporting report offered the Committee the opportunity to comment to Cabinet on the seeking of approval to proceed in procuring the system using the capital budget of up to £140,000, which was set aside in the 2021-22 capital programme.

Mr Williams explained how the equipment worked within the vehicles and the benefits this afforded the crew including up to date route information, health and safety data and access requirements for their route. He also explained that the device was able to store information about any incidents relating to damage to bins or other vehicles and could alleviate issues around potential insurance claims.

Members noted that Ubico were using the technology at Cotswold District Council and had already recorded a fall in the number of missed bins during the two weeks of use. Officers felt the technology would also provide a fuel saving and help with carbon reduction. Page 23 of the report detailed more of the customer benefits.

Mr Williams answered queries from Members including the robustness of the devices and the ability to use the app on a smartphone if the tablet failed.

Councillor Poskitt noted that some crews did not place bins back where they found them, causing residents to search for their own. Officers assured her that crews would be held to account if the service was not delivered appropriately.

Having read the report and having heard from the officer present, the Committee supported the recommendations and asked the Cabinet Member to pass their comments to Cabinet for information.

RESOLVED that the recommendations in the report be supported.

43 Members' Questions

Councillor Leffman asked for an update on the Bring Sites from the Cabinet Member present. She noted that Parish Councils had not yet been contacted by officers to discuss the future of the sites in their areas. In response, the Business Manager - Contracts, advised that due to the gradual reopening of businesses and recycling sites since lockdown, the Council had decided to pause further action and pick the issue up in May. He explained that the closure or removal of any site would be a gradual process.

Councillor Leffman queried if something could be done to encourage drivers from dropping litter from the vehicles onto the roadside. Officers advised that Ubico had a rota in place to carry out roadside cleansing and asked Councillors to email them with any areas affected by littering.

Councillor Coles raised the issue of non-essential tree maintenance still be carried out, despite officers advising that the work would be complete by March. His concern related to the disruption this caused to nesting birds. He asked if the Tree Maintenance Policy could be looked at as the last review was carried out in April 2019.

In response, the Chairman reminded the meeting that the Council had recently appointed a new Biodiversity and Land Management Officer who would be likely to look at issues such as this. The Cabinet Member for Environment advised that the engineers did check the trees prior to carrying out any work.

Councillor Postan asked if positive action could be taken to tackle the dumping of waste, dry wipes and wet wipes into the sewerage system, causing ongoing problems with the water courses and rivers. He referenced a recent Panorama programme which had highlighted this problem.

Councillor MacRae reminded Members of the work the Council had already undertaken including writing to the Secretary of State for the Environment, the relevant private members bill but reiterated that the Council had no statutory powers over the water authorities. He again asked Members to continue to let himself and officers know of issues being encountered.

Councillor Postan hoped that officers could look at further action that could be taken with regards to Planning and Land Management control.

As this was the last meeting of the municipal year, Councillor Enright thanked the Chairman for steering the Committee over the past year and all officers for their work. This was supported by Councillor Eaglestone and wished everyone standing for re-election good luck in May.

Duration of the meeting: 2.00 - 3.17 pm

Chairman on
Thursday, 15 April 2021

Agenda Item 6

 <p>WEST OXFORDSHIRE DISTRICT COUNCIL</p>	<p>WEST OXFORDSHIRE DISTRICT COUNCIL</p>
<p>Name and date of Committee</p>	<p>Environment Overview and Scrutiny Committee 10 June 2021</p>
<p>Report Number</p>	<p>Agenda Item No. 6</p>
<p>Subject</p>	<p>Committee Work Programme 2021/2022</p>
<p>Wards affected</p>	<p>All</p>
<p>Accountable member</p>	<p>Cllr Alaa Al-Yousuf, Chairman Environment Overview and Scrutiny Committee Email: alaa.alyousuf@westoxon.gov.uk</p>
<p>Accountable officer</p>	<p>Amy Bridgewater-Carnall, Senior Strategic Support Officer Tel: 01993 861522 Email: democratic.services@westoxon.gov.uk</p>
<p>Summary/Purpose</p>	<p>To provide the Committee with an update on its Work Programme 2021/22.</p>
<p>Annexes</p>	<p>Annex 1 - Work Programme for 2021/22</p>
<p>Recommendation</p>	<p>That the Committee notes the work programme, provides comment where needed.</p>
<p>Corporate priorities</p>	<p>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.</p>
<p>Key Decision</p>	<p>No</p>
<p>Exempt</p>	<p>No</p>
<p>Consultees/ Consultation</p>	<p>None</p>

1. BACKGROUND

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

2. MAIN POINTS

- 2.1. Members are asked to consider the work programme, along with the Cabinet work programme, and decide if there are any items that they wish to scrutinise in particular.
- 2.2. Once considered, the Committee can decide whether to submit formal comments or recommendations to the Cabinet as they see fit.
- 2.3. 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.
- 2.4. Flood Prevention, Drainage & Sewerage Infrastructure Issues: this is elsewhere on the agenda.

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. Non

10 June 2021

	Title	Format	Lead Officer / Cabinet Member	Next report / Anticipated Completion Date	Comments
I	Lead Local Flood Authority Update – deferred to June Committee	Q&A session	Oxfordshire County Council	10 June 2021 – deferred due to staffing changes at OCC	OCC to be invited to attend in June to provide an update on their role and responsibilities

Page 11

Regular Reports	Frequency	Next Meeting Date
Update on Carbon Action Plan – Ness Scott and Councillor Harvey (Cabinet Work Programme number 3)	Every meeting	May 2021 – to induct any new Members
Flood Prevention, Drainage & Sewerage Infrastructure Issues - Councillor MacRae / Laurence King	As required	
Air Quality	Annual report	TBC

Suggestions for future workstreams

		No	No	Cabinet	24 March 2021	Strategy Document	
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 <p>WEST OXFORDSHIRE DISTRICT COUNCIL</p>	<p>WEST OXFORDSHIRE DISTRICT COUNCIL</p>
<p>Name and date of Committee</p>	<p>Environment Overview & Scrutiny Committee – 10 June 2021</p>
<p>Report Number</p>	<p>Agenda Item No. 7</p>
<p>Subject</p>	<p>Call In of Cabinet Decision relating to the Allocation of Parking Funds</p>
<p>Wards affected</p>	<p>All</p>
<p>Accountable member</p>	<p>Councillor Suzi Coul</p>
<p>Accountable officer</p>	<p>Giles Hughes. Chief Executive Tel: 01993 861658 Email: Giles.Hughes@publicagroup.uk</p>
<p>Summary/Purpose</p>	<p>To consider the call-in request relating to the Cabinet decision of 21 April 2021 (minute no. 130) relating to the Allocation of Parking Funds</p>
<p>Annexes</p>	<p>Annex A – Minute from the Cabinet meeting held 21 April 2021 Annex B – Report to the Cabinet meeting held 21 April 2021</p>
<p>Recommendations</p>	<p>a) That the Committee decides whether or not to support the call-in request; and b) That, if the request is supported, the Committee determines whether it wishes to submit any additional comments to Cabinet.</p>
<p>Corporate priorities</p>	<p>Strong Local Communities: Supporting and building prosperous and inclusive local communities</p>
<p>Key Decision</p>	<p>N/A</p>
<p>Exempt</p>	<p>No</p>
<p>Consultees/ Consultation</p>	<p>None</p>

1. BACKGROUND

- 1.1. At its meeting held on 21 April 2021 the Cabinet considered a report which sought approval for the allocation of the parking fund to specific projects highlighted in the Council's Parking Strategy.
- 1.2. The minute from that Cabinet meeting is at [Annex A](#), and the report which was considered is at [Annex B](#).
- 1.3. The Cabinet's decision has been the subject of a call-in request from Councillors Julian Cooper, Andy Graham, Liz Leffman and Elizabeth Poskitt as follows:
"due to the lack of information on the change in capacity within PUBLICA to undertake this task. Also the undefined terms parishes have been allocated these resources to undertake this task".
- 1.4. In accordance with the Overview and Scrutiny procedure rules, the call-in has been referred by the Chief Executive to this Committee for consideration.
- 1.5. Should this Committee support the request, the matter will be further considered by the Cabinet, and provision for that will be included on the agenda for the Cabinet meeting on 16 June 2021, which will have been published before the date of this meeting.

2. FINANCIAL AND OTHER IMPLICATIONS

- 2.1. The financial and other implications of the matter are as set out in the report to Cabinet, as attached at [Annex B](#).

3. ALTERNATIVE OPTIONS

- 3.1. It is for the Committee to decide whether or not to support the call-in request. If it does, then it may wish to agree specific additional comments for the Cabinet to take into account.

WEST OXFORDSHIRE DISTRICT COUNCIL

CABINET

Record of decisions taken at the meeting of the **Cabinet** held via video conferencing on **Wednesday 21 April, 2021** at 2.00pm.

PRESENT

Councillors: Michele Mead (Leader); Toby Morris (Deputy Leader); Suzi Coul, Merilyn Davies, Jeff Haine, David Harvey and Norman MacRae MBE.

Also in Attendance: Councillors Alaa Al-Yousuf, Jill Bull, Owen Collins; Julian Cooper, Derek Cotterill, Harry Eaglestone, Duncan Enright; Hilary Fenton, Andy Graham, Steve Good, Dan Levy, Elizabeth Poskitt, Alex Postan, Carl Rylett and Harry St John.

Officers: Giles Hughes (Chief Executive); Elizabeth Griffiths (Chief Finance Officer); Frank Wilson (Executive Director, Finance); Maria Wheatley (Parking Services Manager); Jasmine McWilliams (Asset Manager); Scott Williams (Business Manager Commissioning Strategy); Bill Oddy (Group Manager – Commercial Development); Amy Bridgewater-Carnall – Senior Strategic Support Officer)

127. DECLARATIONS OF INTEREST

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

130. ALLOCATION OF PARKING FUNDS

The Cabinet considered a report from the Parking Manager which sought approval of proposals for the allocation of the parking fund to specific projects highlighted in the Council's Parking Strategy.

The report explained that the Council was responsible for parking in the off-street car parks that it owned or managed and the County Council was responsible for on-street parking throughout the district. The Council carried out enforcement on-street on behalf of the County Council under an agency agreement.

A Parking Strategy was adopted in 2016 and identified two key issues; a growing demand for additional parking capacity and a need for changes to parking regulations on-street in a few key locations. It was noted that the County Council had limited resources available to undertake on-street reviews so Cabinet had previously agreed to allocate funding of £35,000 to support the delivery of reviews in the District.

However, to date the balance on the fund remained at £35,000 with no deductions, however, commitments had been made as outlined in section 2.2 and 2.3 of the report. The report therefore proposed that the remaining funds be allocated to those parties detailed in 2.6 of the report on the understanding that the money would be used for parking related issues.

Councillor MacRae introduced the report and explained that the District Council was not the responsible for parking but acknowledged the difficulties and problems that many towns and villages faced in this area. It was hoped that this unallocated funding could be used to start to address some of the problems faced.

This was seconded by Councillor Harvey who reiterated that he hoped the Town and Parish Councils could make good use of the funds.

In response to a query from Councillor Cooper with regards to responsibility of functions, Councillor MacRae repeated that the County Council was the responsible body and despite the work undertaken by the District Council, had not responded to the results submitted to them.

Councillor Graham queried how the original amount of £35,000 had been arrived at and asked for the rationale behind the allocation of funds at 2.6 of the report. The Cabinet Member advised that the decision to set aside this funding was taken in 2016 and the minutes from those meetings were available should Councillor Graham wish to refer to them.

Councillor Enright supported the report and acknowledged the work already undertaken in Witney Town Centre. He queried how spending of the money would be monitored and managed to ensure it was spent solely on parking issues. Councillor MacRae advised that he did not wish to burden officers with more paperwork but noted that a letter or email from the town or parish council setting out what they had used the money for, would suffice.

Councillor Poskitt reiterated the comments made by the public speaker, Mrs Lamb, and did not feel that £7,000 would go very far in tackling the problems in Woodstock. Councillor MacRae acknowledged the seriousness of the issues in Woodstock and advised that discussions were ongoing with all affected parties to try to move forward with additional parking at Hensington Road.

Having considered the report and responded to the comments raised, the Cabinet agreed the recommendations in the report

DECISION: That

- a) the commitment to Oxfordshire County Council of the offer of up to £10,000 in relation to Church Green and/or Corn Street Witney be re-stated; and
- b) the remaining proposed allocations from the fund explained in the report and set out at the table in section 2.6 of the report, be approved.

REASONS: To continue to commit to building Strong Local Communities: Supporting and building prosperous and inclusive local communities.

OPTIONS: Cabinet could decide not to allocate any of the funds or make different allocations to those recommended.

The meeting closed at 3.06 pm

Leader of the Council



WEST OXFORDSHIRE
DISTRICT COUNCIL

WEST OXFORDSHIRE DISTRICT COUNCIL

Name and date of Committee	Cabinet: Wednesday 21 April 2021
Report Number	Agenda Item No. 6
Subject	Allocation of Parking Funds
Wards affected	All
Accountable member	Councillor Norman MacRae Cabinet Member for Environment; Email: norman.macrae@westoxon.gov.uk
Accountable officer	Maria Wheatley, Parking Manager Email: maria.wheatley@publicagroup.uk
Summary/Purpose	To seek approval of proposals for the allocation of the parking fund to specific projects highlighted in the Council's Parking Strategy.
Annexes	None
Recommendations	(a) That the commitment to Oxfordshire County Council of the offer of up to £10,000 in relation to Church Green and/or Corn Street Witney be re-stated; and (b) That the remaining proposed allocations from the fund explained in the report and set out in the table under paragraph 2.6 be approved.
Corporate priorities	Strong Local Communities: Supporting and building prosperous and inclusive local communities
Key Decision	No
Exempt	No
Consultees/ Consultation	Portfolio Holder, Chief Executive, Chief Finance Officer, Monitoring Officer, Group manager

I. BACKGROUND

- 1.1. The district council is responsible for parking in the off-street car parks that it owns or manages and the county council is responsible for on-street parking throughout the district. The district council carries out enforcement on-street on behalf of the county under an agreement but Traffic Regulation Orders (TROs), which set out the parking rules, are still the responsibility of the county.
- 1.2. The district council adopted a parking strategy in 2016 which identified two key issues; a growing demand for additional parking capacity and a need for changes to parking regulations on-street in a few key locations. The county council has limited resources available to undertake on-street reviews so cabinet previously agreed to allocate funding of £35,000 to support the delivery of reviews in the district. The council has taken a lead in driving these reviews forward, organising and delivering the public consultations but working in partnership with the county. There is a statutory process for changing a TRO and following consultation, a detailed proposal would be formulated and the TRO process followed. This stage has to be processed by the county council's highways and legal teams.
- 1.3. A review of on street parking at Church Green and Corn Street, Witney was undertaken by the parking team. The results of the review were considered by Cabinet in November 2018, and an amount of £10,000 was committed to support the recommendations. A formal letter was sent to the county council with the recommendations and the financial offer. No response has been received to date.
- 1.4. Responses to the consultation carried out on parking in Woodstock were considered by Cabinet in December 2020. It was agreed that no further action be taken other than to advise the county council of the outcome of the survey. No allocation from the fund was made.

2. MAIN POINTS

- 2.1. The balance on the fund remains at £35,000 with no deductions, however commitments have been made as follows;
- 2.2. The commitment of £10,000 to the County Council for Church Green and Corn Street.
- 2.3. Officers have identified a total of £2,000 worth of WODC officer resources was spent on the Church Green and Corn Street review, and a total of £5,000 worth of time spent on the Woodstock review.
- 2.4. With reference to the two key issues raised through the parking strategy of, 'a growing demand for additional parking capacity and a need for changes to parking regulations on-street in a few key locations'. The issue of demand for parking may be different post COVID-19 however the need for changes to the parking regulation on-street will remain.
- 2.5. The few key locations identified in the Action plan were Witney, Woodstock, Burford, Chipping Norton and the railway villages, (Charlbury and Long Hanborough). Two out of the five locations have been reviewed. One of the locations has had funding committed to date.
- 2.6. The following further allocations from the £35,000 fund are recommended:
 - Officer resources of £2,000 be allocated for the Church Green and Corn Street review
 - Officer resources of £5,000 be allocated for the Woodstock review.
 - An allocation of £7,000 be considered to support Woodstock Town Council for on-street improvements

- The remainder of the fund is allocated to the Town councils of Burford, Chipping Norton and Charlbury, and to Hanborough Parish Council.

Opening balance of Fund	£35,000
Church Green & Corn Street - committed to County Council - recommended allocation for staff resources	£10,000 £ 2,000
Woodstock - recommended to Woodstock - recommended allocation for staff resources	£7,000 £5,000
Burford - recommended to Burford Town Council	£4,000
Chipping Norton - recommended to Chipping Norton Town Council	£4,000
Charlbury and Long Hanborough - recommended to Charlbury Town Council - recommended to Hanborough Parish Council	£1,500 £1,500

3. FINANCIAL IMPLICATIONS

- 3.1. The recommendations in this report require no funding additional to the current fund balance, which will be fully utilised if the recommendations are approved.

4. LEGAL IMPLICATIONS

- 4.1. None

5. RISK ASSESSMENT

- 5.1. There is a risk that this report may raise expectations of further financial support for on-street improvements from towns and parishes within the district.

6. EQUALITIES IMPACT

- 6.1. For any changes to the on-street Traffic Regulation Orders the County Council will carry out equality impact assessments.

7. ALTERNATIVE OPTIONS

- 7.1. Cabinet could decide not to allocate any of the funds or make different allocations to those recommended.

8. BACKGROUND PAPERS

- 8.1. None.

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 <p>WEST OXFORDSHIRE DISTRICT COUNCIL</p>	<p>WEST OXFORDSHIRE DISTRICT COUNCIL</p>
<p>Name and date of Committee</p>	<p>Environment Overview and Scrutiny Committee – Thursday 10 June 2021</p>
<p>Report Number</p>	<p>Agenda Item No. 8</p>
<p>Subject</p>	<p>Cabinet Work Programme</p>
<p>Wards affected</p>	<p>All</p>
<p>Accountable members</p>	<p>Michele Mead, Leader of the Council michele.mead@westoxon.gov.uk</p>
<p>Accountable officer</p>	<p>Keith Butler Head of Democratic Services Tel: 01993 861521 Email: keith.butler@westoxon.gov.uk</p>
<p>Summary/Purpose</p>	<p>To give the Committee the opportunity to comment on the Cabinet Work Programme published on 18 May 2021.</p>
<p>Annexes</p>	<p>Annex 1 – Cabinet Work Programme published 18 May 2021.</p>
<p>Recommendation</p>	<p>That the Committee decides whether to express a view to Cabinet on relevant issues in the Work Programme for the period.</p>
<p>Corporate priorities</p>	<p>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.</p>
<p>Key Decision</p>	<p>No</p>
<p>Exempt</p>	<p>No</p>
<p>Consultees/ Consultation</p>	<p>None</p>

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 18 May](#), covering the period to August 2021 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 18 May 2021

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.	Approval of upgrade to West Oxfordshire's public space CCTV provision and monitoring arrangements	Yes	No	Cabinet	16 June 2021		Considered by Economic & Social Overview and Scrutiny Committee on 19 November 2020
2.	Approval of proposed standard fees for Legal and Estates	No	No	Cabinet	16 June 2021	None	
3.	Consideration of requests for rent free periods from commercial tenants 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".	Yes	Yes	Cabinet	16 June 2021	None	
4.	Approval of Community Facilities Grants	Yes	No	Cabinet	16 June 2021	None	
5.	Finance and performance outturn report 2020/21	No	No	Cabinet	16 June 2021	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
6.	Consideration of options for the future use of the Witney Town Centre Shop	Yes	No	Cabinet	16 June 2021	None	
7.	Approval of Oxfordshire Plan 2050 for consultation purposes	No	No	Cabinet	21 July 2021	None	
8.	Consideration of options for the future of 33A High Street, Burford (Visitor Information Centre)	Yes	No	Cabinet	21 July 2021	None	
9.	Approval of charges for the delivery of waste and recycling containers	No	No	Cabinet then Council	21 July 2021	None	Will first be considered by Environment Overview and Scrutiny Committee