

Tuesday, 5 October 2021

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## CABINET

You are summoned to a meeting of the Cabinet which will be held in the Council Chamber, Woodgreen, Witney on **Wednesday, 13 October 2021 at 2.00 pm.**



Giles Hughes  
Chief Executive

To: Members of the Cabinet

Councillors: Michele Mead (Leader), David Harvey (Deputy Leader), Suzi Coul, Marilyn Davies, Jane Doughty, Jeff Haine and Norman MacRae MBE.

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 Democratic Services officers know prior to the start of the meeting.

# AGENDA

1. **Notice of Decisions (Pages 5 - 12)**  
To receive notice of the decisions taken at the meeting held on 15 September 2021.
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. **Adoption of Affordable Housing Supplementary Planning Document (SPD) (Pages 13 - 130)**  
Purpose  
To consider the final version of the West Oxfordshire District Council Affordable Housing Supplementary Planning Document (SPD) and to recommend to Council that it be formally adopted.  
  
Recommendations
  - a) That the content of the report be noted; and
  - b) That subject to any amendments the Cabinet may wish to make, Council be invited to formally adopt the final version of the West Oxfordshire District Council Affordable Housing Supplementary Planning Document (SPD).
7. **Introduction of Charges at the Public Conveniences at New Street Car Park, Chipping Norton (Pages 131 - 132)**  
Purpose  
To consider the introduction of charges at the Public Conveniences at the New Street Car Park, Chipping Norton.  
  
Recommendation  
That approval be given to the introduction of charging for the use of the New Street Car Park public conveniences, Chipping Norton at a charge of 20p as per all other units as soon as practicably possible to install the equipment.

8. **Consideration of the introduction of Waste & Recycling Container Delivery Charging** (Pages 133 - 150)

Purpose

To present the Cabinet with the results of a review which has been completed on the numbers and costs of delivering waste and recycling containers to households in the District, and propose options to introduce a charge for container deliveries.

Recommendation

- (a) That Cabinet considers the options and reviews whether or not delivery charges for waste and recycling containers should be introduced as set out in this report; and
- (b) That, subject to (a) above, Cabinet recommends to Council its preferred price point options (1, 2 or 3) in Annex A or any alternate charging rate with an effective date of 1 December 2021.

*The Environment Overview & Scrutiny Committee met on 30 September 2021 to review the proposal and were supportive of the introduction, but put forward that the lowest rate of charge (Option 1), should be considered by Cabinet for the introduction.*

9. **Review of Temporary Traffic Restrictions in Witney High Street** (Pages 151 - 160)

Purpose

To report the results of the consultation survey on the temporary restrictions in Witney High Street and for members to consider next steps in light of current pandemic situation.

Recommendation

It is recommended that Cabinet:-

- a) Support the retention of the temporary traffic restrictions in Witney High Street for a further period until January 2022;
- b) Support the immediate removal of the temporary pedestrian guard rails whilst retaining a measure of pedestrian/ vehicular separation through strategic use of planters;
- c) Supports the Oxfordshire County Council pursuing funding for design of public realm enhancements that could support more permanent changes to traffic movements;
- d) Requests that the Highway Authority undertakes additional public consultation on any design alternatives prior to any final decision on any scheme design or permanent changes.

10. **Options for the future of Witney Town Centre Shop** (Pages 161 - 170)

Purpose

The purpose of this report is to review the usage on the Town Centre Shop in light of changing customer preferences for receiving Council Services and consider future options.

Recommendations

It is recommended that Cabinet:-

- (a) Ask officers to work up an interim solution to relocate staff as part of the Agile Working project to the Town Centre Shop pending a longer term review of demand for face to face customer contact points and finalisation of the agile office outcomes; and
- (b) Ask officers to utilise the existing office footprint where possible with minimum refurbishment costs until the review is completed.

11. **Award of External Enforcement contract (Pages 171 - 178)**

Purpose

To consider the proposals to award a new Enforcement Agency contract.

Recommendation

That Cabinet:

- a) Approves the main contract award for the external provision of enforcement to Supplier A identified within Annex A to this report;
- b) Approves the secondary contract award for the external provision of enforcement to Supplier F identified within Annex A to this report; and,
- c) Approves the contract for a three-year period from 1 October 2021 (or a later date dependent on contract completion and sign off), on the terms indicated within this report and with the option to extend the contract for a further two years.