

Tuesday, 7 February 2023

Tel: 01993 861522
e-mail - democratic.services@westoxon.gov.uk

COUNCIL

You are summoned to a meeting of the Council which will be held in the Council Chamber, Woodgreen, Witney OX28 1NB on **Wednesday, 15 February 2023 at 2.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Council

Councillors: Julian Cooper (Chair), Andrew Coles (Vice-Chair), Andrew Prosser, Mike Cahill, Joy Aitman, Alaa Al-Yousuf, Luci Ashbourne, Andrew Beaney, Jill Bull, Nathalie Chapple, Owen Collins, Suzi Coul, Jane Doughty, Harry Eaglestone, Duncan Enright, Ted Fenton, Andy Graham, Jeff Haine, Gill Hill, David Jackson, Richard Langridge, Liz Leffman, Nick Leverton, Norman MacRae MBE, Michele Mead, Elizabeth Poskitt, Carl Rylett, Geoff Saul, Harry St John, Ben Woodruff, Mathew Parkinson, Colin Dingwall, Andy Goodwin, Mark Johnson, Lysette Nicholls, Dean Temple, Alex Wilson, Lidia Arciszewska, Hugo Ashton, Michael Brooker, David Cooper, Natalie King, Dan Levy, Charlie Maynard, Rosie Pearson, Rizvana Poole, Alaric Smith and Ruth Smith

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. **Apologies for Absence**
To receive any apologies for absence from Members.
2. **Declarations of Interest**
To receive any declarations from Members of Council on any items to be considered at the meeting.
3. **Minutes of Previous Meeting (Pages 5 - 18)**
To approve the minutes of the previous meeting, held on 18 January 2023.
4. **Receipt of Announcements**
To receive any announcements from the Chair, Leader, Executive Members or the Chief Executive.
5. **Participation of the Public**
Any member of the public, who is a registered elector in the District, is eligible to ask one question at this meeting, of the Chair of the Council, any Member of the Executive or the Chair of any Committee, on any matter in relation to which the Council has powers or duties or which affects the District.
Notice, together with a written copy of the question, must be provided to Democratic Services, either by email to democratic.services@westoxon.gov.uk or by post to: Democratic Services, West Oxfordshire District Council, Woodgreen, Witney OX28 1NB, and received no later than noon on the seventh working day before the date of the meeting.
A response may be provided at the meeting or within three clear working days of the meeting.
A total of 15 minutes is allowed for questions from members of the public.
6. **Questions by Members**
No member questions were received by the deadline of 12.00pm, Monday 6 February 2023.

The deadline for urgency questions is 10.00am on the day of the meeting.

Reports from Officers

7. **Appointment of Deputy Electoral Registration Officers (Pages 19 - 22)**
Purpose:
To recommend to Council, the appointment of a Deputy Electoral Registration Officer.

Recommendation:
That Council resolves to:
 1. Delegate authority to the Council's Electoral Registration Officer to appoint Deputy Electoral Registration Officer(s) to act in place of the Electoral Registration Officer as appropriate, and where they are unable to act personally to this post.

Recommendations from Committees and the Executive

8. **Appointment of Director of Governance (Pages 23 - 26)**

Purpose:

To recommend to Council, the appointment of Andrea McCaskie as the Director of Governance (Monitoring Officer) for West Oxfordshire District Council, and to outline interim arrangements.

Recommendations:

The Performance and Appointments Committee on 2 February 2023 resolved to recommend that Council resolves to:

1. Approve the appointment of Andrea McCaskie as the Director of Governance and Monitoring Officer for West Oxfordshire District Council on a permanent full time basis.
2. Note that the provisional verbal offer of employment has been made, subject to two references, medical clearance and eligibility check (BPSS check) in accordance with the Council's policies.
3. Agree the appointment commences on a date to be mutually agreed between the successful candidate and the Chief Executive.
4. Agree that the appointment is made on a salary of £80,000 per annum.
5. Approve the extension of the current interim Monitoring Officer arrangement with Susan Sale until 16 April 2023, or until Andrea McCaskie starts, whichever is the sooner.
6. Agree that should there be a gap between the 16 April 2023 and the start of Andrea McCaskie's employment, then Andrew Brown, the current Deputy Monitoring Officer should be designated as the Council's Monitoring Officer for that interim period.

9. **Recommendations from the Executive (formerly Cabinet) to Council (Pages 27 - 30)**

Purpose:

To consider recommendations made to Council by the Executive, since its meeting on 16 November 2022.

Recommendation:

That Council:

1. Consider the recommendations made by the Executive.

10. **Report of the Chief Finance Officer on the Budget** **REPORT TO FOLLOW AS A SEPARATE SUPPLEMENT**

11. **2023-2024 Budget and Medium Term Financial Plan (Pages 31 - 116)** **ANNEXES K-N TO FOLLOW AS SEPARATE SUPPLEMENT**

Purpose:

To provide the proposed Budget for 2023-2024, whilst also considering for approval:

- 1) The draft base budgets for 2023/24
- 2) The Council's Capital Programme for 2023/24 to 2031/32
- 3) The level of Council Tax for 2023/24
- 4) The Medium Term Financial Strategy

- 5) The Council's Financial Strategies
- 6) Fees and Charges
- 7) The Council's Pay Policy Statement

Recommendations:

Subject to the resolutions of the Executive on 8 February 2023, the Executive resolves to recommend the following to Council for approval:

- i) The General Fund revenue budgets as summarised in Annex B
- ii) The updated Medium Term Financial Strategy in Annex E
- iii) The Capital Programme for 2023/24 to 2031/32 as set out in Annex D
- iv) Fees and Charges, as previously circulated and set out in Annex H
- v) The Council's Pay Policy Statement as set out in Annex J
- vi) The Council's Capital Strategy as set out in Annex K
- vii) The Council's Investment Strategy as set out in Annex L
- viii) The Council's Treasury Strategy as set out in Annex M

12. **Council Tax 2023/2024** (Pages 117 - 136)

Purpose:

To enable Council to calculate and set the Council Tax for 2023/2024.

Recommendation:

That Council resolves to:

- I. Agree the resolution set out in Annex A to the report.

Motions on Notice - (No motions were submitted prior to the deadline).

(END)