



WEST OXFORDSHIRE
DISTRICT COUNCIL

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OVERVIEW AND SCRUTINY COMMITTEE

You are summoned to a meeting of Overview and Scrutiny Committee, which will be held in the Council Chamber, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Wednesday 5 June 2024 at 5.30pm.**

Giles Hughes
Chief Executive

To: Members of the Overview and Scrutiny Committee

Councillors: Joy Aitman, Andrew Beaney, Adam Clements, Julian Cooper, Steve Cosier, Rachel Crouch, Genny Early, Natalie King, Liz Leffman, Nick Leverton, Dan Levy, Andrew Lyon, Paul Marsh, Stuart McCarroll, Michele Mead, David Melvin, Elizabeth Poskitt, Carl Rylett, Sandra Simpson, Ruth Smith, Alistair Wray, Liam Walker, Mark Walker and Alex Wilson.

Recording of Proceedings – The law allows the public proceedings of Council, Executive, 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. Election of Chair

Purpose:

To elect a Chair of the Overview and Scrutiny Committee for the Civic Year 2024/25.

Recommendation:

That a Chair of the Overview and Scrutiny Committee be elected for the Civic Year 2024/25.

2. Appointment of Vice Chair

Purpose:

To appoint a Vice-Chair of the Overview and Scrutiny Committee for the Civic Year 2024/25.

Recommendation:

That a Vice-Chair of the Overview and Scrutiny Committee be appointed for the Civic Year 2024/25.

3. Apologies for Absence and Temporary Appointments

To receive any apologies for absence and temporary appointments. The quorum for the Overview and Scrutiny Committee is 6 members.

4. Declarations of Interest

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

5. Minutes of Previous Meeting (Pages 5 – 10)

To approve the minutes of the previous meeting, held on 10 April 2024.

6. Announcements from the Chair

To receive any announcements from the Chair of the Overview and Scrutiny Committee.

7. Participation of the Public

To receive any submissions from members of the public, in accordance with the Council's Rules of Procedure, anyone who lives in the district or who pays council tax or business rates to the Council is eligible to read a statement or express an opinion at this meeting. You can register to speak by sending your written submission of no more than 750 words to democratic.services@westoxon.gov.uk by no later than 10.00am on the working day before the meeting.

8. Approval of Upgrade to WODC Public Space CCTV Provision and Monitoring Arrangements (Pages 11 – 26)

Purpose:

On 12 June, the Executive will consider a report that recommends upgrading the public open space CCTV cameras covering areas of Carterton and Witney to high definition digital, together with the installation of five new cameras in Chipping Norton. It further recommends the Council joins the Thames Valley Police CCTV partnership, with an associated transfer of CCTV assets and operational responsibility to TVP under a 'single owner' model; and moving monitoring arrangements to a shared Oxfordshire hub.

Recommendations:

To note the draft report to the Executive and make any recommendations for upgrading the public open space CCTV cameras and the associated changes to join the Thames Valley Police CCTV Partnership, with a shared Oxfordshire hub for monitoring.

9. **Service Performance Report 2023-24 Quarter Four (Pages 27 – 86)**

Purpose:

To provide details of the Council's operational performance at the end of 2023-24 Quarter Four (Q4).

Recommendation:

That the Committee resolves to:

- I. Note the 2023/24 Q4 service performance report.

10. **Salt Cross Garden Village Area Action Plan (AAP) (Pages 87 – 126)**

Purpose:

To provide an update on the Salt Cross Garden Village Area Action Plan (AAP).

Recommendation:

That the Committee resolves to:

- I. Note the contents of the report.

11. **Changes To Customer Telephone Access Times (Pages 127 – 142)**

Purpose:

To propose that the trial becomes a permanent arrangement following the data gathered. The trial of reduced telephone access hours from 9am – 2pm, to the public has proved the concept and customers are continuing to shift to digital channels.

Recommendation:

To note that Executive are asked to agree to adopt the reduced telephone access arrangements on a permanent basis.

12. **Report back on Recommendations**

For the Committee to note the Executive's response to any recommendations arising from the previous Overview and Scrutiny Committee meeting.

There were no Executive's responses to any recommendations currently.

13. **Committee Work Programme (Pages 143 – 152)**

Purpose:

To provide the Committee with an updated Work Programme for 2024/25.

Recommendation:

That the Committee notes and comments on the work programme.

14. **Executive Work Programme (Pages 153 – 160)**

Purpose:

To give the Committee the opportunity to comment on the Executive Work Programme.

Recommendation:

That the Committee agrees which items on the Executive Work Programme should be subject to pre-decision scrutiny, and the priority order of those items.

15. **Leisure and Wellbeing Task and Finish Group Membership Change**

In light of Councillor Rizvana Poole being appointed to the Executive, the Committee is recommended to appoint a replacement member to the Leisure and Wellbeing Task and Finish Group.

16. **Date of Next Meeting**

It is requested that the meeting of 3 July 2024, be moved to either 15 July 2024 or 17 July 2024 at 5.30pm, in order to avoid the pre-election period for the General Election being held on 4 July 2024.

(END)