

Tuesday, 12 November 2024

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EXECUTIVE

You are summoned to a meeting of the Executive which will be held in Council Chamber, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Wednesday, 20 November 2024 at 4.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Executive

Councillors: Andy Graham, Duncan Enright, Lidia Arciszewska, Hugo Ashton, Rachel Crouch, Andrew Prosser, Geoff Saul, Alaric Smith and Tim Sumner

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. **Apologies for Absence**
To receive any Apologies for Absence from Members of the Executive.
The quorum for the Executive is 3 Members.
2. **Declarations of Interest**
To receive any declarations of interest from members of the Executive on any items to be considered at the meeting.
3. **Minutes of Previous Meeting (Pages 5 - 10)**
To approve the minutes of the previous meeting, held on 9 October 2024.
4. **Receipt of Announcements**
To receive any announcements from the Leader of the Council, Members of the Executive 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 the meeting, for up to three minutes, of the Leader of the Council, or any Member of the Executive on any issue that affects the district or its people.

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.

Questions are to be received no later than 2.00pm two clear working days before the meeting (e.g. for a Wednesday meeting, the deadline would be 2.00pm on the Friday before).

A response may be provided at the meeting, or within three clear working days of the meeting. If the topic of the question is not within the remit of the Council, advice will be provided on where best to direct the question.

The appropriate Executive Member will either respond verbally at the meeting or provide a written response which will be included in the minutes of the meeting.

6. **Reports from the Overview and Scrutiny Committee**
To consider any reports or recommendations from the Overview and Scrutiny Committee, which met on 6 November 2024.
7. **Matters raised by Audit and Governance Committee**
There has been no meeting of the Audit and Governance Committee since the last meeting of the Executive.

8. **Council Tax Support Scheme 2025/2026** (Pages 11 - 22)

Purpose:

To consider and recommend to Full Council the revised Council Tax Support Scheme for the financial year 2025/2026.

Recommendations:

That the Executive resolves to recommend to Full Council to:

1. Agree the inflationary increase in income bands as detailed in paragraphs 2.2 and 2.3 of this report from 1 April 2025.
2. Agree that any surplus in the Hardship Fund is transferred over to 2025/2026 for reasons detailed in paragraphs 2.5 and 2.6 of this report.

9. **Financial Performance Report 2024-25 Quarter Two** (Pages 23 - 40)

Purpose:

To detail the Council's financial performance for Quarter Two 2024-2025

Recommendations:

That the Executive resolves to:

1. Note the Council's Financial Performance Report for Quarter Two 2024-2025

10. **Counter Fraud and Enforcement Unit Collaboration Agreement** (Pages 41 - 72)

Purpose:

To seek approval to the Counter Fraud and Enforcement Unit Partnership Collaboration Agreement between Cheltenham and Tewkesbury Borough and Cotswold, Forest of Dean, Stroud and West Oxfordshire District Councils.

Recommendations:

That the Executive resolves to:

1. Approve the Council entering into the Counter Fraud and Enforcement Unit Partnership Collaboration Agreement.

11. **Westhive Criteria** (Pages 73 - 80)

Purpose:

To consider the strengthening and clarification of established criteria for Westhive civic crowdfunding platform

Recommendations:

That the Executive resolves to:

1. Agree the strengthened criteria and scheme outline for Westhive Crowdfund.

12. **Leisure Strategic Outcomes Planning Model** (Pages 81 - 166)

Purpose:

To consider the findings and recommendations proposed by consultants commissioned to develop a Strategic Outcomes Planning Model for the district.

Recommendations:

That the Executive resolves to:

1. Endorse the findings of the consultants and approves the Strategic Outcomes Planning Model, including its recommended key interventions.
2. Delegate authority to the Director of Place, in consultation with the Executive

Member for Leisure and Major Projects, to work in partnership with other organisations and stakeholders to establish the feasibility and funding sources for the projects and interventions identified and to prepare business cases, where opportunities arise, to bring them forward for consideration.

3. Delegate authority to the Director of Place, in consultation with the Executive Member for Leisure and Major Projects, to undertake a Leisure Management Options Appraisal to determine the most suitable delivery model, Contract scope and Contract terms for the Council owned leisure facilities, when the contract expires in July 2027, and allocate £15,000 from the 2025/26 leisure budget.

13. **West Oxfordshire Local Plan 2041 Update (Pages 167 - 186)**

Purpose:

To provide an update on the emerging draft West Oxfordshire Local Plan 2041, with particular regard to proposed national planning policy changes, and to agree a revised timetable for taking the plan through to adoption.

Recommendations:

That the Executive resolves to:

1. Note the content of the report;
2. Approve the updated Local Development Scheme (LDS) attached at Annex A including the following key milestones for the West Oxfordshire Local Plan 2041:
 - Regulation 18 preferred option consultation – May 2025
 - Regulation 19 pre-submission draft publication – October 2025
 - Submission for examination – March 2026

14. **Infrastructure Funding Statement 2023/24 (Pages 187 - 206)**

Purpose:

To note the West Oxfordshire Infrastructure Funding Statement (IFS) for 2023/24.

Recommendation:

That the Executive resolves to:

1. Note the content of the Infrastructure Funding Statement (IFS) 2023/24 attached at Annex A, with a view to it being published on the Council's website by 31 December 2023 in accordance with legislative requirements.

15. **Adoption of Asset Management Plan (Pages 207 - 240)**

Purpose:

To agree to adopt the Asset Management Strategy to provide a clear strategy for future decision making and investment in the Councils land and property assets.

Recommendations:

That the Executive resolves to:

1. Adopt the Asset Management Strategy attached at Annex A.
2. Agree that the Council proceeds with the development of Asset Plans for a number of key properties, in line with that Strategy.

(END)