

Tuesday, 2 June 2026

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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, 10 June 2026 at 2.00 pm.**



Phil Martin
Chief Executive

To: Members of the Executive

Councillors: Andy Graham, Duncan Enright, Sandra Coleman, Liz Leffman, Andrew Prosser, Geoff Saul, Alaric Smith, Tim Sumner and Alistair Wray

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 - 20)**
To approve the minutes of the previous meeting, held on 11 March 2026.
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**
Anyone who lives, works, or studies in West Oxfordshire is eligible to ask one question at the meeting, for up to three minutes, directed at the Leader of the Council or any Executive Member on any agenda item or on any issue that affects the district or its people.

All questions must be no longer than three minutes long.

Members of the public wishing to speak at a meeting must notify democratic.services@westoxon.gov.uk, or call Customer Services on 01993 861000 including their name and the agenda item or topic they wish to speak on, by 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).

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 Leader or relevant Executive Member will either respond to a question 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 (Pages 21 - 24)**
To agree the response to recommendations from the Overview and Scrutiny Committee meeting on 26 March 2026 on Woodford Way and the Community Safety Partnership.
7. **Matters raised by Audit and Governance Committee**
To consider any matters arising from the Audit and Governance Meeting on 19 March 2026.
8. **Supporting Community Services - Crowdfunder UK Approach (Pages 25 - 36)**
Purpose
To review the proposed application and assessment processes, criteria and eligibility of the new grants scheme which is expected to be hosted by Crowdfunder UK; and to

update on the progress of commissioning Crowdfunder UK as the new host of the scheme.

Recommendations

That the Executive resolves to:

1. Approve the proposed application and assessment processes, criteria, eligibility and monitoring of the new grants scheme as set out in the report, and;
2. Delegate authority for award decisions to the Director of Place, in consultation with the Executive member for Stronger Healthier communities and the Executive member for Arts, Culture and Sport..

9. **Publica Business Plan 2026-28** (Pages 37 - 58)

Purpose:

To consider the Draft Publica Business Plan 2026-28, produced by the Publica Board in consultation with Directors and Shareholders, and to recommend that the Leader (as Shareholder Representative) approves the plan.

Recommendations:

That the Executive resolves to:

1. Endorse the Publica Business Plan 2026-2028
2. Request that the Leader, as shareholder representative, to recommend its adoption to the Board

10. **Ubico Business Plan** (Pages 59 - 86)

Purpose:

To consider the Ubico Business Plan 2026-27, which has been produced by Ubico in consultation with the Directors and Shareholders, and to recommend that the Leader (as Shareholder Representative) approves the plan.

Recommendations:

That the Executive Resolves to:

1. Note the Ubico Business Plan 2025-26; and
2. Note that, subject to feedback from the Executive, the Leader of the Council, as Shareholder Representative, will sign the written resolution to approve the Ubico Business Plan 2026-2027 in due course.

11. **2025/26 Quarterly Service Review Q4** (Pages 87 - 148)

Purpose

To provide details of the Council's operational performance at the end of 2025-26 Quarter Four (Q4).

Recommendation

That the Executive Resolves to:

1. Note the 2025/26 Q4 service performance report.

12. **Financial Performance Report 2025/26 Year End** (Pages 149 - 178)

Purpose:

To report the financial performance of the Council in 2025/26.

Recommendations:

That the Executive:

1. Note the 2025/26 financial performance;

2. Recommend to Council to carry forward the capital budget of £4,395,180. (Paragraph 5.2);
3. Recommend to Council to approve the transfers to and between Earmarked Reserves as detailed in the report (Section 4);
4. Recommend to Council to approve the necessary budget virements related to Publica Phase 2. (Paragraph 2.27).

13. **Discretionary Rate Relief Policy** (Pages 179 - 200)

Purpose:

To consider and approve amendments to the Discretionary Rate Relief Policy.

Recommendations:

That the Executive resolves to:

1. Approve the amendments to the Discretionary Rate Relief Policy ('the Policy') as detailed within the report;
2. Delegate to the Director of Finance, in consultation with the Executive Member for Finance, any future amendments to the Policy in respect of Electric Vehicle Charging Points and Electric Vehicle Forecourts.

14. **Procurement and Contract Management Strategy** (Pages 201 - 224)

Purpose

To present an updated draft Procurement and Contract Management Strategy.

Recommendation

That the Executive resolves to:

1. Approve the updated Procurement and Contract Management Strategy.

15. **Appointments to Outside Bodies 2026-28** (Pages 225 - 230)

Purpose

To provide a list of appointments to Outside Bodies for the civic year 2026/27.

Recommendation

That the Executive resolves to:

1. Note the appointments to outside bodies as set out in Annex A;
2. Recommend to Council to note the appointments to outside bodies as set out in Annex A.

(END)