

Wednesday, 18 March 2026

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OVERVIEW AND SCRUTINY COMMITTEE

You are summoned to a meeting of the Overview and Scrutiny Committee which will be held in Committee Room 1, Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB on **Thursday, 26 March 2026 at 5.30 pm.**



Giles Hughes
Chief Executive

To: Members of the Overview and Scrutiny Committee

Councillors: Andrew Beaney (Chair), Genny Early (Vice-Chair), Adam Clements, Steve Cosier, Natalie King, Liz Leffman, Nick Leverton, Dan Levy, Paul Marsh, Stuart McCarroll, Michele Mead, Ruth Smith, Mark Walker, Alex Wilson 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 and Temporary Appointments**
To receive any apologies for absence and temporary appointments. The quorum for the Committee is four members.
2. **Declarations of Interest**
To receive any declarations from Members of the Committee on any items to be considered at the meeting.
3. **Minutes of Previous Meeting (Pages 5 - 10)**
To approve the minutes of the Committee meeting held 4 March 2026.
4. **Chair's announcements**
To receive any announcements from the Chair of the Overview and Scrutiny Committee.
5. **Participation of the Public**
To receive any submissions from members of the public, in accordance with the Council's [Public Participation Rules](#).

The deadline for submissions is 2.00pm, two clear working days before the meeting.
6. **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.
7. **Woodford Way Update (Pages 11 - 22)**
Purpose
This report will provide an update on the Woodford Way project and, engagement with Registered Providers.

Recommendation
That the Overview & Scrutiny Committee resolves:
 1. To note the update on the Woodford Way project.
8. **Community Safety Partnership (Pages 23 - 34)**
Purpose
To note the activities of the West Oxfordshire Community Safety Partnership during 2025/2026 and the latest insights around crime and the fear of crime in West Oxfordshire and the county as a whole.

Recommendation
That the Overview and Scrutiny Committee resolves to:
 1. Note the report
9. **Updates from Task and Finish Groups**
For the Chairs of Task and Finish Groups to provide any verbal or written progress updates..

10. **Executive Work Programme (Pages 35 - 46)**

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.

11. **Committee Work Programme (Pages 47 - 54)**

Purpose:

For the Committee to review and note its work programme.

Recommendation:

That the Committee notes and comments on the work programme.

(END)

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WEST OXFORDSHIRE DISTRICT COUNCIL

Minutes of the meeting of the **Overview and Scrutiny Committee**

Held in the Committee Room 1, Council Offices, Woodgreen, Witney, Oxfordshire OX28
1NB at 5.30 pm on **Wednesday, 4 March 2026**

PRESENT

Councillors: Andrew Beaney (Chair), Genny Early (Vice-Chair), Adam Clements, Steve Cosier, Liz Leffman, Nick Leverton, Paul Marsh, Stuart McCarroll, Michele Mead, Ruth Smith, Alex Wilson and Alistair Wray

Officers: Madhu Richards (Director of Finance), Andrew Brown (Head of Democratic and Electoral Services), Georgina Dyer (Head of Finance), Phil Martin (Director of Place), Ana Prelici (Senior Democratic Services Officer), Alison Borrett (Senior Performance Analyst), Chris Hargraves (Head of Planning), Heather McCulloch (Community Wellbeing Manager) and Gemma Moreing (Business Information and Performance Lead)

Other Councillors in attendance: Hugo Ashton, Julian Cooper, Alaric Smith and Rachel Crouch

1 Apologies for Absence and Temporary Appointments

Apologies were noted from Councillor Mark Walker and Councillor Dan Levy.

Apologies for lateness were noted from Councillor Ruth Smith.

2 Declarations of Interest

There were no declarations of interest.

3 Minutes of Previous Meeting

The Committee considered the minutes of the meeting held on 4 February 2026. The approval of the minutes was proposed by Councillor Michele Mead and seconded by Councillor Alistair Wray. This proposal was put to the vote and agreed by the Committee.

RESOLVED: To approve the minutes of the meeting held on 4 February 2026.

4 Chair's announcements

The Chair explained that he proposed to move the order of agenda items to deal with item 7: National Planning Policy Framework after the other substantive agenda items.

5 Participation of the Public

There was no participation of the public.

6 Report back on recommendations

The Chair drew the Committee's attention to the Executive's response to the Committees recommendations on Nature Recovery and Mental Health Initiatives.

7 2025/26 Quarterly Finance Review Q3

This was taken as first substantive item for pre-decision scrutiny.

04/March2026

Councillor Alaric Smith, Executive Member for Finance, introduced the 2025/26 Quarterly Finance Review Q3 report and highlighted:

- The overall underspend of £630k against the profiled budget.
- Development management income was up 70% on the previous year due to the receipt of major applications.
- Trade waste income was up 21%.
- Leisure contract had generated an additional £101k.
- There were no significant overspends.
- Treasury Management investment income was better than the budget due to interest rates being higher than expected.
- There were a number of variances in the capital programme but asset repairs and fleet purchases were expected soon.
- Two temporary accommodation properties had been acquired and a further six were in the pipeline.
- Capital developer contributions of £6m had been paid out.

The Committee asked questions and noted from the responses of the Head of Finance that:

- The purchase of temporary accommodation properties would result in savings in housing benefit, a conservative estimate was £350k per annum.
- The additional leisure income was a result of inflation being higher than expected.
- Money had been set aside for car park improvements, and some work (e.g. new signage) had already been undertaken.

The Chair thanked the Executive Member and officers for their work and time. There were no recommendations to the Executive.

8

2025/26 Quarterly Service Review Q3

The Committee considered the 2025/26 Quarterly Service Review Q3 report. The Leader introduced the report and highlighted that:

- There was now only one vacant unit at Marriotts Walk and public realm improvements would be coming forward soon.
- The Salt Cross Area Action Plan had been approved by full Council.
- The Woodford Way project was progressing with further plans to come forward in quarter 1 of 2026/27.
- Customer satisfaction was high.
- Shop front improvement grants were on track to be awarded.
- Leisure centre visits remained high.
- Planning applications were being determined in a timely fashion.
- Affordable housing delivery was above target.
- 100% of high-risk food premises had been inspected.
- Missed bin collections were within target.

The Senior Performance Analyst summarised the areas that were below target:

04/March2026

- Processing times for Council Tax change events – this was a cumulative measure which had fallen below target in quarter 1.
- Processing times for housing benefit change of circumstances - the performance was skewed where people had failed to provide the requested documentation.

The Committee asked questions and noted from the responses that:

- Household recycling performance remained strong when compared nationally although there were concerns that the trend was that recycling was down and residual waste was up.
- The Council was looking at further recycling messaging and campaigning and what more could be done to encourage and facilitate recycling and make it simpler for residents.
- Officers would explore whether quality metrics could be included for disability grants, as well as processing times for fast-track applications.
- Council Tax and Business Rates collections needed to be reprofiled for next year to reflect the increase in people switching from 10 monthly payments to 12 monthly payments.
- Officers would consider the impact of Oxford City Council offering free bulky waste collections.
- Officers would consider whether the performance reports could be more prominent on the Council website.

The Chair thanked the Leader and officers for presenting the report and answering questions. There were no recommendations to the Executive.

9

Approach to commissioning 3 year SLA 2027 onwards

The purpose of the report was to outline the principles, application process and timeline for the commissioning of three-year Service Level Agreements for Community Grants covering the period 2027-2030. It was included on the agenda for pre-decision scrutiny.

Councillor Rachel Crouch, Executive Member for Communities, introduced the report which was about sustaining investments into community services. In 2024 the Council had introduced a three-year service level agreement programme for community grants with funding of £396k plus a £167k top up. There were 8 programmes currently being delivered by 7 organisations. The current arrangements were due to end in 2027 so there was a need to prepare for the commissioning process now. No external funding would be available for the 2027-30 programme and it was recommended that the base budget be increased to match that for the previous three-year programme. There was a separate 3-year programme for Citizens Advice.

The Committee asked questions and noted from the responses that:

- The following groups had been supported: Wild Oxfordshire (2 projects), Chipping Norton Theatre, Age UK, Volunteer Link Up, the Low Carbon Hub, Homestart and the Wychwood Forest Trust.
- The programme was aligned with the Local Plan, the Nature Recovery Plan and the county-wide Health and Wellbeing Strategy.
- Food and energy initiatives were expected to come forward but the details of schemes could not be predicated at this stage.

04/March2026

- Supported organisations needed to be of a significant enough scale to handle the investments and manage projects effectively over time.
- Service Level Agreements would novate to a successor authority when new unitary council arrangements take effect and should be honoured. The new organisation(s) would then have time to make an evaluation and put any follow-on arrangements in place.
- Officers would consider how to make improvements in areas where the sustainability impact assessment was grey rather than green.
- There would be a robust procurement process, and officers had experience of working with organisations, setting KPIs and measuring performance.

The Chair thanked the Executive Member and officers. There were no recommendations to the Executive.

10 National Planning Policy Framework: Proposed reforms and other changes to the planning system

The purpose of this item was to consider the Council's response to the Government's consultation on proposed changes to the National Planning Policy Framework (NPPF) and other aspects of the planning system. It was included on the agenda for pre-decision scrutiny.

The Chair explained that the annex to the report (the Council's proposed response to the consultation) had been circulated as a later paper. Given the lack of time for members to read through the annex, it was suggested that any comments on it be forwarded to Democratic Services by Friday, for consideration ahead of the following Wednesday's Executive meeting.

The Executive Member for Planning apologised for the lateness of the annex and explained that it was important that the Council adds its voice to the national consultation.

The Head of Planning added that there was a lot of material in the consultation which had taken considerable time to digest but the most salient and impactful points were covered in the report. The proposed changes to the NPPF were quite radical but a lot of it was sensible and supportable. The status of the NPPF as a material consideration would remain unchanged but it would include a series of national policies. There were concerns including around:

- The impacts of new national policies on the ability of councils to set local standards.
- Less effective pre-application engagement.
- Reductions in supporting information provided with applications.
- An overly permissive approach to development, in particular within settlement boundaries.
- The upward push on housing numbers.
- The emphasis on building around railway stations at high density including in sensitive areas (other than in the green belt).
- A permissive approach to medium sized developments of 10-49 dwellings.
- Responsibility for major housing allocations (e.g. new settlements) sitting at a sub-regional level rather than at local plan level.

The Committee made a series of comments and suggestions which are set out in an annex to these minutes, together with the responses of the Head of Planning.

Overview and Scrutiny Committee

04/March2026

The Committee agreed that its comments and suggestions, plus any additional comments received by Friday, would be submitted to the Executive on Wednesday 11 March 2026.

The Chair thanked the Executive Member and officers for their work on the Council's response and said that the responses demonstrated a very strong understanding of the area and the issues it faces. It was suggested that a covering letter should be published alongside the consultation response to demonstrate the work the Council was doing to represent the interests of the district.

11 Updates from Task and Finish Groups

The Chair drew the Committee's attention to a written response from officers (attached to minutes) to questions about waste and recycling that had been asked at a previous meeting.

The Committee agreed to include an item on its work plan on encouraging recycling.

12 Committee Work Programme

The Chair proposed holding an additional meeting in June to consider the Local Plan separately from the other Executive reports for pre-decision scrutiny. This proposal was agreed by the Committee.

It was noted that an additional meeting had already been scheduled for 26 March 2026, which would be the final meeting of the current civic year.

13 Executive Work Programme

There were no comments on the Executive Work Programme.

The Chair thanked all attendees and closed the meeting.

The Meeting closed at 19:50

CHAIR

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 <p>WEST OXFORDSHIRE DISTRICT COUNCIL</p>	<p>WEST OXFORDSHIRE DISTRICT COUNCIL</p>
<p>Name and date of Committee</p>	<p>OVERVIEW & SCRUTINY COMMITTEE 26th MARCH 2026</p>
<p>Subject</p>	<p>WOODFORD WAY UPDATE</p>
<p>Wards affected</p>	<p>Witney</p>
<p>Accountable member</p>	<p>Cllr Geoff Saul, Executive Member for Housing and Social Care Email: Geoff.saul@westoxon.gov.uk</p>
<p>Accountable officer</p>	<p>Phil Martin, Director of Place Email: phil.martin@westoxon.gov.uk</p>
<p>Report author</p>	<p>Michael David, Housing Delivery Programme Manager Email: Michael.david@westoxon.gov.uk</p>
<p>Summary/Purpose</p>	<p>This report will provide an update on the Woodford Way project and, engagement with Registered Providers.</p>
<p>Annexes</p>	
<p>Recommendation(s)</p>	<p>That the Overview & Scrutiny Committee resolves to note the update on the Woodford Way project.</p>
<p>Corporate priorities</p>	<ul style="list-style-type: none"> • Putting Residents First • A Good Quality of Life for All • Responding to the Climate and Ecological Emergency
<p>Key Decision</p>	<p>NO</p>
<p>Exempt</p>	<p>NO</p>
<p>Consultees/ Consultation</p>	<p>Ward Members (Cllr Coles & Cllr Lyon) Development Management Planning Officers Car Parking Officers Conservation & Design Officers Climate Change & Sustainability Officers Registered Providers Homes England</p>

1. EXECUTIVE SUMMARY

- 1.1 At the January Executive Meeting, information on the project was presented to Councillors, which included a verbal update on the most recent set of designs based on a 66-apartment scheme which provided 77 public parking spaces and 72 resident spaces, with under croft parking underneath parts of the proposed building.
- 1.2 Officers have now stress-tested those previous plans to take account of commercial, operational management and design considerations. In addition, the views and sentiments of the public and partners have continued to be an important consideration with the development of the scheme. This paper summarises these considerations and updates the Committee on progress to date.
- 1.3 Since the January meeting Officers have continued to evolve the proposed scheme and have tested the options summarised below:

Option 1 - High Density	Option 2 - Low Density	Option 3 - Medium Density
66 flats	35 houses	55 flats & maisonettes

- 1.4 The latest iteration, option 3, achieves the appropriate balance of commercial, operational and design factors to achieve the right scheme in terms of quality, scale and ability to meet demand.
- 1.5 Option 3 comprises of 55 dwellings (20 maisonettes and 35 apartments) it maintains the appropriate level of parking provision on-site (84 public parking spaces) and it achieves the right balance for the context in Witney Town centre, the community and local businesses. The outline designs, which gives indicative information on where the actual car parking will be sited, rather than actual numbers, is attached in Appendix 1.
- 1.6 The scheme aims to achieve an exemplary standard of sustainable place-making, creating high-quality spaces where residents want to live, supporting a net-zero carbon approach and delivering long-term environmental and socio-economic benefits.

2. BACKGROUND

- 2.1 On the 14th January 2026, the Executive received an update on the Woodford Way project which set out a scheme that proposed 66 residential apartments, 72 parking spaces for residents and 77 parking spaces for the wider public.
- 2.2 The architectural drawings were produced following the publication of the report and was tabled at the Executive meeting. These plans included an under-croft parking design which enables additional public parking bays, in response to public comment and the need for overnight parking provision.
- 2.3 The Executive considered the new drawings and accepted the recommendations of the report, acknowledging that Officers had listened to the public regarding parking and responded to this in the latest design for the scheme at that point.

2.4 Whilst the detail of the scheme is still being developed, the general principles of development were accepted. However, it was requested that further work should be done to test the deliverability of the scheme, prioritise keyworkers and consider parking permits.

3. PARKING PROVISION

- 3.1 Given the endorsement from the Executive and the feedback from members of the public, Officers are committed to ensure the final version of the designs would not dip below the number of public parking spaces outline in the scheme presented in January.
- 3.2 To ensure the new scheme provided accessibility for all residents the number of parking spaces for disabled, blue badge users has been reviewed and will be increased.
- 3.3 The existing electric vehicle charging points will be retained and as Officers recognised these are well used by residents and visitors.
- 3.4 Work continues in regard to extending the parking periods in the multi-storey and other car parks to meet people needs who work in Witney along with the option of providing permits to local residents and key healthcare workers who may require out of hours parking.
- 3.5 The latest data from the CCTV cameras at the entrance and exit of the Marriotts multistorey car park, which count all vehicles in and out, showed the average highest occupancy levels recorded between Jan and December 2025 was 62%, thus leaving 224 free spaces.
- 3.6 Further iterations of the scheme will be examined by a working group which includes representatives from the parking team as well as colleagues from the County Council.

4. HOUSING MIX

- 4.1 The original scheme comprised of 66 x 1 & 2 bed flats with a 4-storey block of apartments to the south of the site. Although this configuration matches the demand for 1&2 bed properties from the waiting list, this is a considerable number of flats in one place.
- 4.2 Officers reviewed the housing mix alongside housing team and feedback from partners and advisors to ensure that the mix of properties accurately reflected the context within the town, the demand and also the preferences of people bidding on the housing register.

5. VIABILITY TESTING

- 5.1 Officers stress-tested the plans by comparing iterations to explore what the optimal configuration of the scheme might be. This includes several matters such as parking, residential units, planning considerations but also, viability.
- 5.2 Registered Providers (RP) have run financial appraisals on each iteration of the scheme to arrive at an overview of viability in each scenario. The outcome of this viability testing indicates that all options are viable with Homes England (HE) funding, however Option 3 requires less public subsidy per unit. In terms of operational management Option 2 was preferred but required more amenity space and clarity around refuse collection was needed. Option 3 provided better amenity space and bin collection points however it would require

keyworker local lettings policies and well-designed communal spaces to be operationally managed.

5.3 On this basis, officers carried options 2 and 3 forward for further scrutiny,

5.4 The viability of achieving a net-zero build will be assessed in the next stage as part of further design development and detailed viability analysis.

6. AVAILABILITY OF EXTERNAL FUNDING

6.1 The RP partners we are in discussions with, have finance facilities which could be utilised to fund a development project of this scale. However, there is inevitably a financial gap between the build costs of a high-quality development and the affordable housing rental values being modelled.

6.2 Homes England have given specific ‘grant to total scheme cost ratios’ which RP’s have factored into their modelling. This gives them a real-world view of the likely grant rates achievable from Homes England.

7. NEXT STEPS

7.1 Officers are continuing to work with the architects to finalise detailed designs, in terms of the unit numbers, specific house types and precise locations of development. This will confirm that all of the physical requirements are met in line with planners’ guiding principles, also that the resulting design is practically deliverable as a well-considered scheme.

7.2 A detailed timeline and project overview plan is being developed to ensure the steps outlined, meet the timeframe set out. However, a summary of key milestones and indicative timings

7.3 are listed below -

- Present an update report to O&S - March 2026
- Completing the detailed design work - April 2026
- Test the viability and commercial considerations - April 2026
- Pre-Application planning discussions - May 2026
- Full planning application submitted around – July / August 2026
- Public engagement - June/July 2026
- Homes England & stakeholder engagement - July 2026
- Development management planning committee - September 2026
- Full financial commitment from RP - October 2026

8. ALTERNATIVE OPTIONS

	Option 1	Option 2	Option 3
Homes	66	35	55
Of which houses	0	35	20
Of which Flats	66	0	35
Public Parking	77	77	84

Resident Parking	72	45	65
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- 8.1** Option 1 presented a good balance between the actual number of dwellings and parking spaces however, concerns were raised about an over-concentration of apartments which may present challenges in terms of operational management, and a lack of variety in the house types.
- 8.2** Option 2 explored the option of building houses rather than apartments, but the financial viability given the under-utilisation of developable space, larger footprint of buildings, no increase in public parking and the reduced level of income generated by such a loss of dwellings did rule it out.
- 8.3** Option 3 built on the benefits of the first option but provides a better-balanced arrangement of house types, and viability. Therefore, further work will be done throughout the planning process to refine the design, appearance and impact of this option.

9 CONCLUSIONS

- 9.1** Based the information above, Officers are progressing further work on Option 3 as the development configuration to be taken forward (Subject to Planning Permission) on the basis that it:
- Optimises the developable space in accordance with Local Plan policy Wit3,
 - Delivers a balanced and locally appropriate mix of dwellings that meets housing needs,
 - Maximises the number of public parking spaces, and
 - Is currently assessed as a viable and deliverable option by partner Registered Providers.
 - Advances a net-zero, climate-resilient development and restores nature in central Witney.

10 FINANCIAL IMPLICATIONS

- 10.1** The Council will not be committing any funding for the development / construction of the scheme as this will be the RP responsibility, who can leverage Social and Affordable Housing programme (SHAP) grant funding from Homes England to make the scheme financially viable.
- 10.2** A further briefing will be brought to the senior management when the financial costs associated with the final detailed scheme design & associated planning fees are known.

11 LEGAL IMPLICATIONS

- 11.1** The structure of the legal agreement with a partner RP will need to be drafted to protect the Council's interests and enable the delivery of the project.

12 RISK ASSESSMENT

- 12.1** The overall scheme is reliant on grant from HE to ensure viability, however this risk is being mitigated by regular engagement and email correspondence with HE on the assumptions

around grant rates. These discussions help ensure that the grant assumptions within the collective viability modelling, are reasonable and within Homes England's guidelines. The overall viability of the scheme will continue to be reviewed with the RP, incorporating the guidelines on grant rates.

- 12.2** The timings of the scheme do overlap with the reorganisation of Local Government across Oxfordshire / West Berkshire, which does present a risk to the project.
- 12.3** Officers will continue to closely monitor and re-evaluate identified risks and will provide regular updates on the direction of travel.

13 EQUALITIES IMPACT

- 13.1** An Equalities Impact Assessment (EIA) is not required in relation to this report, however, will be undertaken once a final design has been agreed.

14 SUSTAINABILITY IMPLICATIONS













- 14.1** A Sustainability Impact Assessment (SIA) is not required in relation to this report. The architects commissioned to develop the designs were instructed that the scheme must incorporate high-level environmental standards.

15 BACKGROUND PAPERS

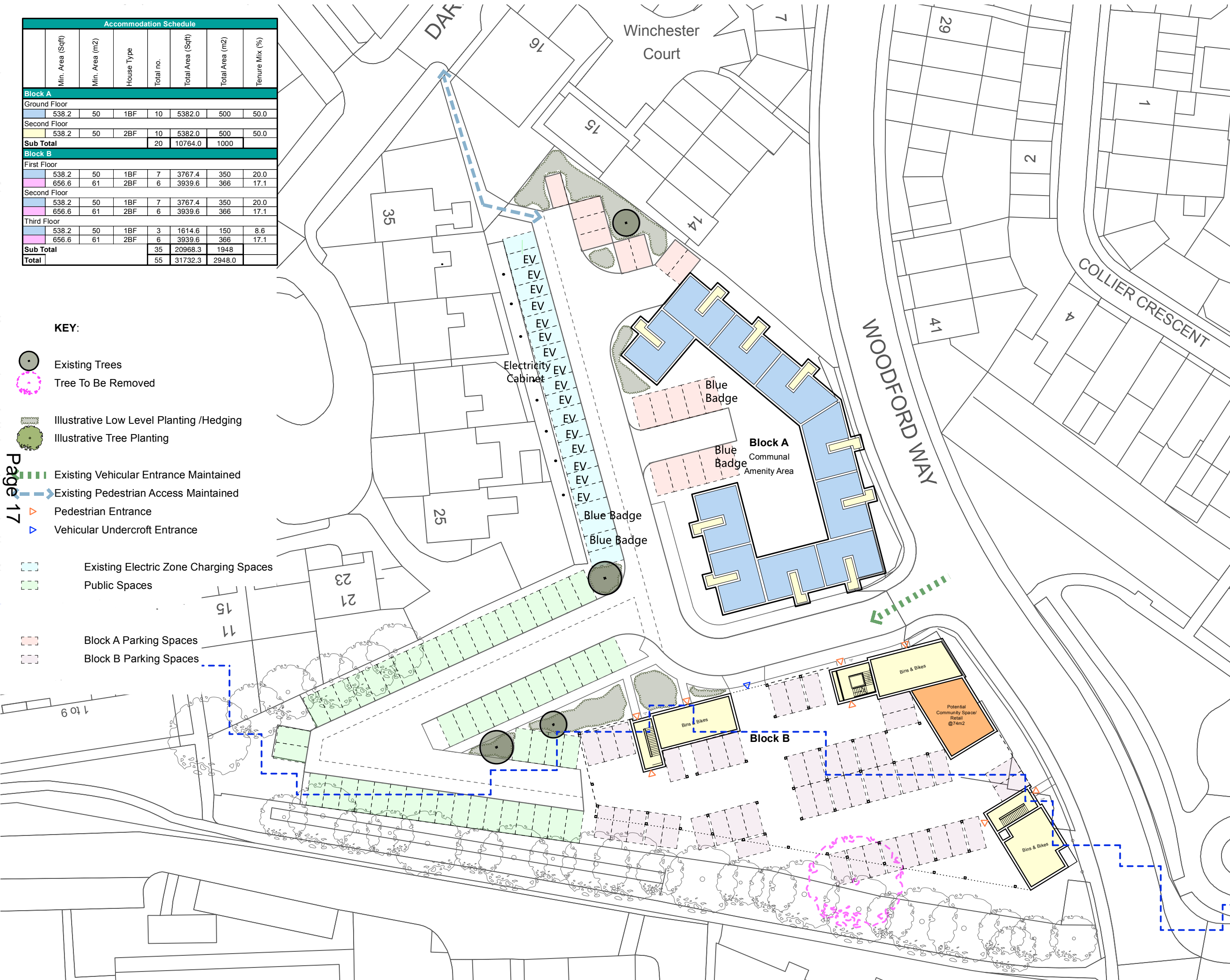
- 15.1** None.
(END)

Accommodation Schedule							
	Min. Area (Sqft)	Min. Area (m2)	House Type	Total no.	Total Area (Sqft)	Total Area (m2)	Tenure Mix (%)
Block A							
Ground Floor	538.2	50	1BF	10	5382.0	500	50.0
Second Floor	538.2	50	2BF	10	5382.0	500	50.0
Sub Total				20	10764.0	1000	
Block B							
First Floor	538.2	50	1BF	7	3767.4	350	20.0
	656.6	61	2BF	6	3939.6	366	17.1
Second Floor	538.2	50	1BF	7	3767.4	350	20.0
	656.6	61	2BF	6	3939.6	366	17.1
Third Floor	538.2	50	1BF	3	1614.6	150	8.6
	656.6	61	2BF	6	3939.6	366	17.1
Sub Total				35	20968.3	1948	
Total				55	31732.3	2948.0	

KEY:

-  Existing Trees
-  Tree To Be Removed
-  Illustrative Low Level Planting /Hedging
-  Illustrative Tree Planting
-  Existing Vehicular Entrance Maintained
-  Existing Pedestrian Access Maintained
-  Pedestrian Entrance
-  Vehicular Undercroft Entrance
-  Existing Electric Zone Charging Spaces
-  Public Spaces
-  Block A Parking Spaces
-  Block B Parking Spaces

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NOTES

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REVISIONS

REV. DATE - DRAWN - CHECKED: NOTES
 - 12.03.26:
 Drawing created.

**Option 3. -
 Medium Density**

DRAWING TITLE

Ground Floor Site Layout

PROJECT

Woodford Way,
 Witney

CLIENT

West Oxfordshire District
 Council

SCALE

1:500@A3

DATE

Dec 2025

DRAWING NO.

7678-F-120

REV

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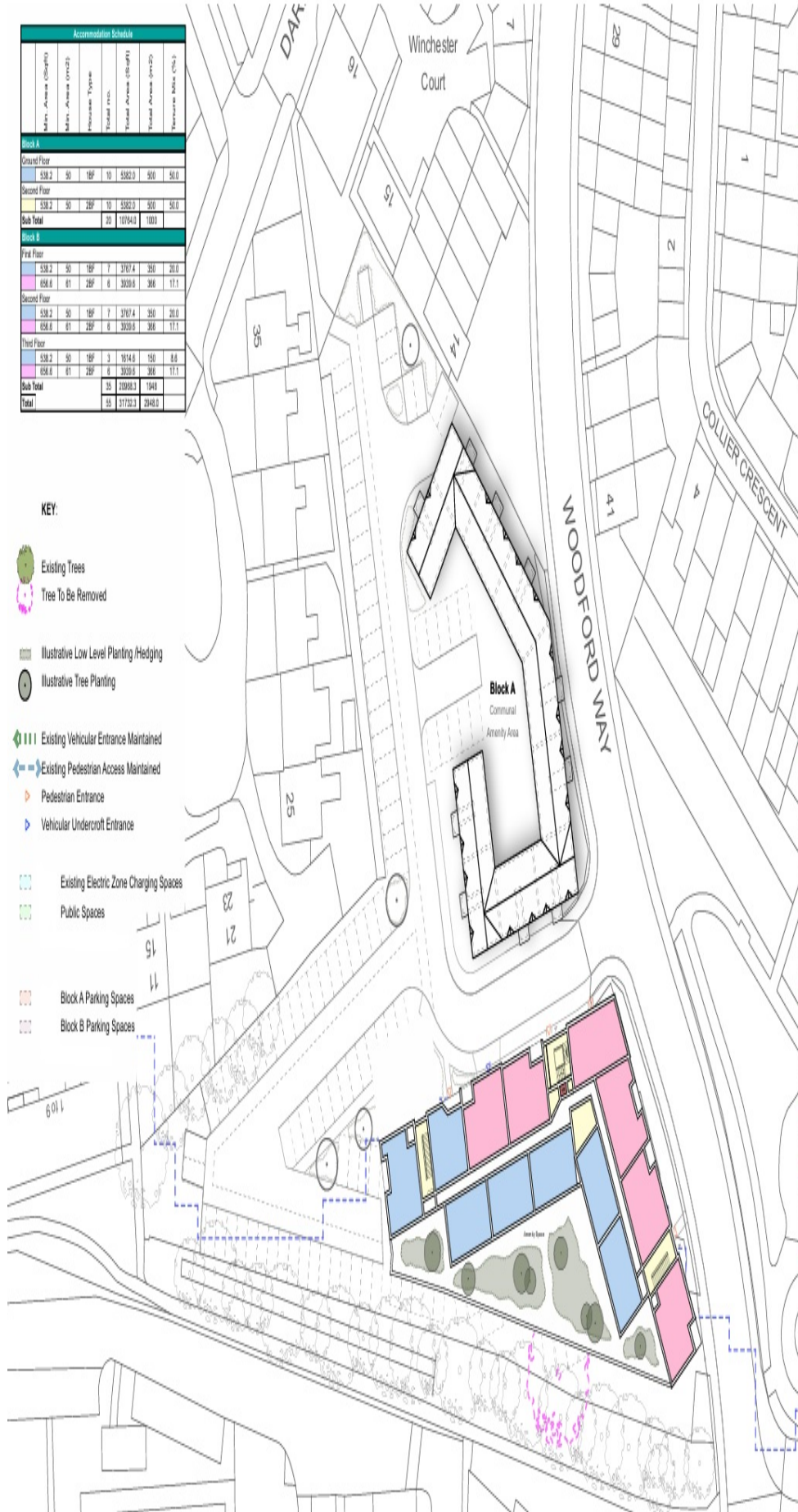


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 Gloucester Quays, GL2 2DY

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Accommodation Schedule						
Block	Apartment Type	Number of Units	Area (sqm)	Area (sqft)	Total Area (sqm)	Total Area (sqft)
Block A	1st Floor	50	187	2030.0	2190.0	2190.0
	2nd Floor	50	187	2030.0	2190.0	2190.0
	Sub Total	100	374	4060.0	4380.0	4380.0
Block B	1st Floor	50	187	2030.0	2190.0	2190.0
	2nd Floor	50	187	2030.0	2190.0	2190.0
	Sub Total	100	374	4060.0	4380.0	4380.0
Total		200	748	8120.0	8760.0	8760.0

- KEY:**
- Existing Trees
 - Tree To Be Removed
 - Illustrative Low Level Planting (Hedging)
 - Illustrative Tree Planting
 - Existing Vehicular Entrance Maintained
 - Existing Pedestrian Access Maintained
 - Pedestrian Entrance
 - Vehicular Undercroft Entrance
 - Existing Electric Zone Charging Spaces
 - Public Spaces
 - Block A Parking Spaces
 - Block B Parking Spaces



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REVISIONS
 01/10/2024
 Drawing created

Option 3. Medium Density

DRAWING TITLE
 First Floor Site Layout

PROJECT
 Woodford Way,
 Witney

CLIENT
 West Oxfordshire District
 Council

SCALE 1:500@A3
DATE Dec 2025

DRAWING NO. 7670-F-121
REV



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Ground Floor	538.2	50	1BF	10	5382.0	500	50.0
First Floor	538.2	50	1BF	10	5382.0	500	50.0
Sub Total				20	10764	1000	
Block B							
3 Bed Townhouses - 3 Storey	1065.6	99	3BH	12	12787.6	1188	400.0
Sub Total				12	#	1188	
Block C							
2 Bed Houses - 2 Storey	893.4	83	1BF	3	2680.2	249	100.0
Sub Total				3	2680.236	249	
Total				35	#	2437	

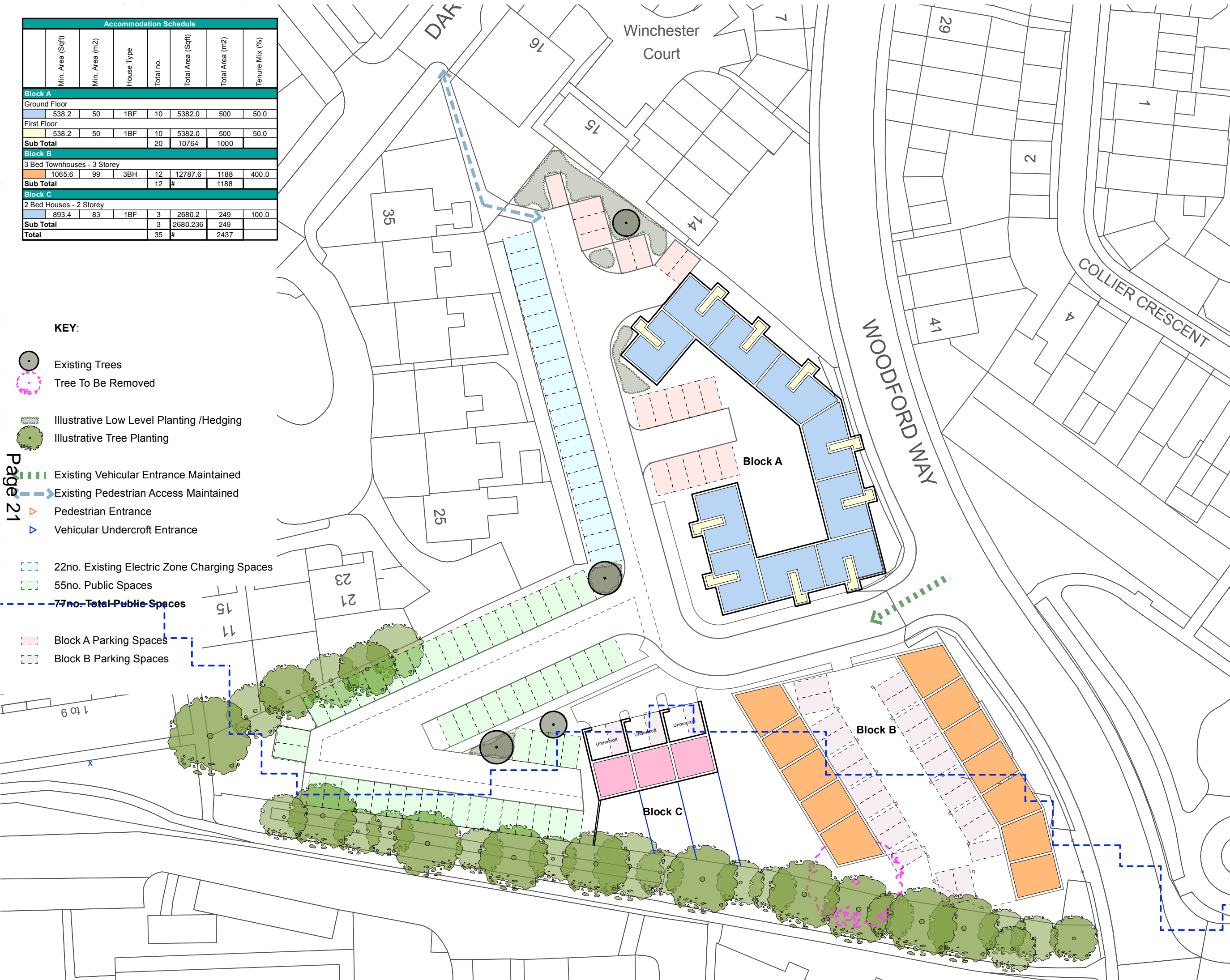
NOTES
 This drawing is the copyright of Quattro Design Architects Ltd and should not be reproduced in whole or in part without written permission. Only figured dimensions to be used for construction. Check all dimensions on site. Any discrepancies are to be reported to the Architect as soon as possible.

REVISIONS
 REV. DATE - DRAWN - CHECKED: NOTES
 - 18.12.25: Drawing created.
 - 18.12.25: Drawing created.
 A: 24.02.26 - JTR Amended Following client comments

Option 2. Low Density

- KEY:**
- Existing Trees
 - Tree To Be Removed
 - Illustrative Low Level Planting /Hedging
 - Illustrative Tree Planting
 - Existing Vehicular Entrance Maintained
 - Existing Pedestrian Access Maintained
 - Pedestrian Entrance
 - Vehicular Undercroft Entrance
 - 22no. Existing Electric Zone Charging Spaces
 - 55no. Public Spaces
 - ~~77no. Total Public Spaces~~
 - Block A Parking Spaces
 - Block B Parking Spaces

Page 21



DRAWING TITLE
 Ground Floor Site Layout

PROJECT
 Woodford Way,
 Witney

CLIENT
 West Oxfordshire District
 Council

SCALE 1:500@A3
DATE Dec 2025

DRAWING NO. 7678-F-100
REV A



Gloucester | London | Cardiff | Birmingham
 Registered Office: Matthews Warehouse, High Orchard Street,
 Gloucester Quays, GL2 2QY

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 <p>WEST OXFORDSHIRE DISTRICT COUNCIL</p>	<p>WEST OXFORDSHIRE DISTRICT COUNCIL</p>
<p>Name and date of Committee</p>	<p>OVERVIEW AND SCRUTINY COMMITTEE 26TH MARCH 2026</p>
<p>Subject</p>	<p>WEST OXFORDSHIRE COMMUNITY SAFETY PARTNERSHIP UPDATE</p>
<p>Wards affected</p>	<p>All</p>
<p>Accountable member</p>	<p>Geoff Saul, Executive Member for Housing and Social Care Email: geoff.saul@westoxon.gov.uk</p>
<p>Accountable officer</p>	<p>Phil Martin, Director of Place Email: phil.martin@westoxon.gov.uk</p>
<p>Report author</p>	<p>Heather McCulloch, Community Wellbeing Manager Email: heather.mcculloch@westoxon.gov.uk</p>
<p>Summary/Purpose</p>	<p>To note the activities of the West Oxfordshire Community Safety Partnership during 2025/2026 and the latest insights around crime and the fear of crime in West Oxfordshire and the county as a whole.</p>
<p>Annexes</p>	<p>None</p>
<p>Recommendation(s)</p>	<p>That the Overview and Scrutiny Committee resolves to: I. Note the report</p>
<p>Corporate priorities</p>	<ul style="list-style-type: none"> • Putting Residents First • A Good Quality of Life for All • A Better Environment for People and Wildlife
<p>Key Decision</p>	<p>NO</p>
<p>Exempt</p>	<p>NO</p>
<p>Consultees/ Consultation</p>	<p>The West Oxfordshire Community Safety Partnership</p>

1. EXECUTIVE SUMMARY

- 1.1** This report sets out the context and responsibilities of the Council in relation to the Community Safety Partnership and related work. The report also sets out the priorities for 2025/26 and activity undertaken as a result by the Community Safety Partnership members over the past 12 months.

2. BACKGROUND

- 2.1** A Community Safety Partnership is a statutory requirement of the Crime and Disorder Act 1998. This places a duty on responsible authorities for a local government area to formulate and implement a strategy for:

- the reduction of crime and disorder in the area (including anti-social behaviour),
- combatting the misuse of drugs, alcohol and other substances in the area,
- the reduction of re-offending in the area,
- for preventing people from becoming involved in serious violence in the area as, well as reducing instances of serious violence in the area.

- 2.2** West Oxfordshire District Council, Police, Fire and Rescue, Health Partners (Buckinghamshire, Oxfordshire and Berkshire (West) Integrated Care Board) and Probation Services are all Responsible Authorities and are collectively known as the West Oxfordshire Community Safety Partnerships (WOCSP) and the statutory requirements are as follows:

- The Group is ultimately responsible for preparing and implementing a Strategic Assessment and Community Safety Partnership Plan to tackle crime and disorder,
- Each of the five responsible authorities must be represented on the partnership,
- At least one of the representatives from each of the five responsible authorities must hold a senior position within their home organisation,
- Where there is an elected member responsible for community safety on the council for the district/unitary area, they must also be a member of this group.

- 2.3** In addition to the Responsible Authorities other external partners on the WOCSP are Oxfordshire County Council (OCC) Adult Social Care, OCC Targeted Youth Support; Oxfordshire University Hospitals Emergency Department; Youth Justice and Exploitation Service; Cottsway Housing; Oxfordshire Modern Slavery and Exploitation Coordinator. The specialist voluntary sector is represented by Turning Point drug and alcohol service (adults) and Cranstoun Here4YOUth drug and alcohol service (young people) due to the fact that Drugs and Alcohol are a priority area for the WOCSP.

- 2.4** Duties of the Community Safety Partnership are:

- Bring together local partners to formulate and deliver strategies to tackle crime and disorder in their communities,
- Undertake a Strategic Intelligence Assessment - an annual strategic assessment is undertaken on behalf of all Community Safety Partnerships in Oxfordshire.
- Conduct Domestic Homicide Reviews - this is a multi-agency review of the circumstances in which the death of a person appears to have resulted from

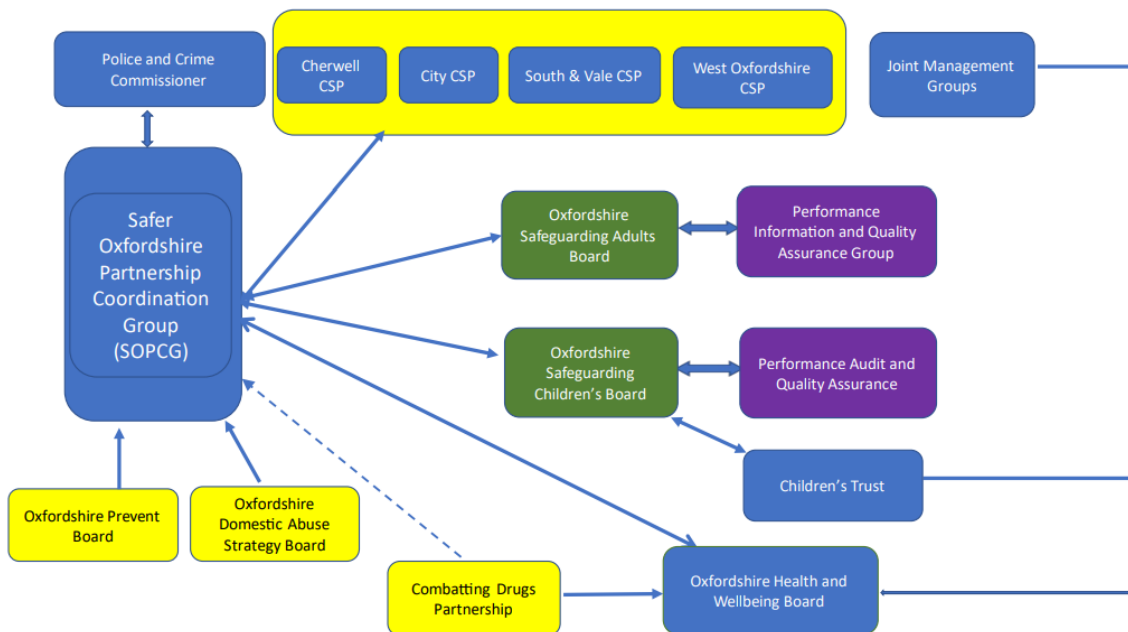
violence, abuse or neglect by a person to whom they were related or with whom they were or had been in an intimate personal relationship.

- Undertake Community Trigger Reviews - This allows residents to ask the Community Safety Partnership to review their responses to complaints of anti-social behaviour.
- Reduce reoffending - to protect communities from crime and to deliver a more effective and economically just system

3. SAFER OXFORDSHIRE PARTERSHIP

3.1 The Partnership provides a coordinated approach to responding to shared community safety priorities across the four-district & City level CSPs. Representation on the Safer Oxfordshire Partnership includes the county council (children’s social care, fire and rescue, public health), the district/ city councils (who chair the four CSPs), as well as the police, probation service, community rehabilitation company, prison service, Integrated Care System, and the voluntary sector. Safer Oxfordshire Partnership Coordination Group (SOPCG)’s broad membership ensures strong links between other strategic partnerships, such as the Oxfordshire Safeguarding Children Board, the Oxfordshire Safeguarding Adults Board, the Health and Wellbeing Board and the newly formed Combatting Drugs Partnership.

3.2



3.3 Each year the partnership produces a [Oxfordshire Strategic Needs Assessment](#) for Oxfordshire. The assessment is a snapshot of crime and community safety. It describes future threats and opportunities and helps us to understand crime and disorder issues. The assessment uses data from Thames Valley Police, the Home Office, and the Office for

National Statistics. The SNA, together with the strategic objectives of the Police and Crime Commissioner (PCC), and the priorities of the district/ city Community Safety Partnership (CSP) Plans, provide the evidence base to agree our countywide priorities.

4. SERIOUS VIOLENCE DUTY

4.1 The Serious Violence duty is set out in law under the Police, Crime and Sentencing Act (Chapter 1, Part 2) and requires authorities within a local government area to collaborate and plan to prevent and reduce serious violence, including domestic abuse.

“Serious Violence includes specific types of recorded crime, such as homicide, grievous bodily harm, incidents that involve a knife and areas of criminality where serious violence or its threat is inherent, such as county lines drug dealing”.

4.2 This is an agreed Thames Valley wide definition and Community Safety Partnerships – working together across Oxfordshire - have a responsibility to report back to the Home Office on the following crime types as part of this duty:

- Group 1: All homicide / All grievous bodily harm / All knife crime - inclusive of all ages, location types (public/private) and domestic flags.

4.3 Whilst not being reported back to the Home Office, consideration is also given to the following when reviewing the risks around serious crime in our communities:

- Group 2: All actual bodily harm / All drug supply/trafficking / All sexual assault / All rape.

4.4 The Safer Oxfordshire Partnership have developed a Violence and Vulnerability Plan on behalf of all partners and this can be viewed on the Council’s website.

5. OFFICE OF THE POLICE AND CRIME COMMISSIONER (OPCC)

5.1 West Oxfordshire Community Safety Partnership (CSP) and the Police and Crime Commissioner (OPCC) have a duty to have regard to each other’s plans. The CSP invites a representative from the OPCC as an invited member of the Partnership and we consult with them on the formulation of the CSP plan.

5.2 Matthew Barber is the current Police and Crime Commissioner for Thames Valley, this is an elected post. The Police and Crime Plan is created and published by the Police and Crime Commissioner and outlines his priorities for the area and how he will work with partners to achieve them - <https://www.thamesvalley-pcc.gov.uk/police-and-crime-plan/>

5.3 The current priorities in the Police and Crime Plan 2024-2029 are:

- Protecting Property
 - Residential burglary; Retail crime; Vehicle crime; Rural crime; Cybercrime and Fraud
- Protecting Communities
 - Crime Prevention; Neighbourhood Policing; Road Safety; Anti-social behaviour; Building confidence
- Protecting People

- Rape and sexual offences; Domestic Abuse; Night-time economy; Serious violence; Abuse and exploitation
- 5.4 The PCC provides funding to 'Alternatives to Conflict' (previously Mediation Bucks) to provide a free mediation service you can access if you are having problems with your neighbour(s) – please visit the <http://www.mediationbucks.org.uk/> website for more information.
- 5.5 The PCC chairs the Thames Valley Local Criminal Justice Board and is working with them to reduce re-offending and improve the experience for victims and witnesses.
- 5.6 The PCC's Retail Crime Strategy (2024) sets out to tackle business crime, particularly focussing on the retail industry in response to evidence that annually approximately 14,000 shoplifting offences are recorded across the Thames Valley. <https://www.thamesvalley-pcc.gov.uk/wp-content/uploads/2024/01/Retail-Crime-Strategy-PUBLICATION-VERSION-FINAL.pdf>
- 5.7 The PCC's Road Safety Strategy (2024) prioritises the areas that present the greatest risk, with the long-term objective of reducing the number of people killed and seriously injured in Thames Valley. <https://www.thamesvalley-pcc.gov.uk/wp-content/uploads/2025/01/Road-Safety-Strategy-FINAL-VERSION.pdf>
- 5.8 *Victims First* is managed by the OPCC. Three services operate under this umbrella. Victim Support is delivering the Thames Valley Adult Victims Service; SAFE! has been recommissioned to deliver the Thames Valley Children and Young People's Support After Crime Service for victims aged 5–18; and the Thames Valley Sexual Violence Service will be delivered by Hope After Harm (formerly Thames Valley Partnership).

6. THAMES VALLEY POLICE

- 6.1 Thames Valley Police's strategic plan sets out 4 pillars:
- Serving victims - *and always placing them at the centre of our service;*
 - Fighting crime - *focusing on preventing, disrupting, and pursuing those responsible;*
 - Building trust - *by treating everyone with fairness and respect;*
 - Valuing our people - *working hard to attract, develop, retain and support our people.*

Serving Victims	Fighting Crime	Building Trust	Valuing Our People
Increase victim satisfaction and ensure victims' needs are met	Bring more offenders to justice	Increase public trust and confidence in Thames Valley Police	Prioritise the welfare and continuous professional development of TVP officers and staff
Improve call answering times	Improve outcomes for domestic abuse and violence against women and girls offences	Prioritise local engagement through excellent neighbourhood policing	Continue the build a workforce that protects and represents Thames Valley communities
Improve incident response times	Pursue and actively manage outstanding suspects and repeat offenders	Prevent crime and anti-social behaviour in our communities in line with the neighbourhood guarantee	Improve retention of officers and staff across TVP
Improve TVP's management and support of vulnerable individuals	Maintain low levels of knife enabled crime	Ensure transparent use of powers	Effectively manage sickness levels and ensure consistent provision of appropriate work-based support
Improve investigation quality and timeliness	Target and disrupt serious organised crime	Increase internal trust and confidence	Support operational readiness through improved use of organisational data

6.2 Between January and December 2025 Thames Valley Police reported the following data across Oxfordshire:

- All crime - decrease in offences by 2.4%
- Violence with injury; Personal robbery; Vehicle crime; Theft from a vehicle; Theft of a vehicle; Burglary and Shoplifting – showed a decrease in offences overall.
- Violence against the person; Hate Crime; Racial Hate crime and Robbery (not personal) – showed an increase in offences overall.

6.3 Through ongoing survey work TVP continues to measure the public's perceptions of police trustworthiness:

- *Perception of crime and safety* – on average, 9 in 10 residents in TVP's policing area feel safe, however 2 in 3 are still worried about crime in their local area, with anti-social behaviour, public harassment and serious violence being residents' primary concerns.
- *Perceptions of TVP* – on average, 7 in 10 residents think TVP is doing an excellent/good job, this falls to 6 in 10 among women and 4 in 10 among residents aged 55+
- *Communication and Visibility* – on average, 7 in 10 residents see police patrolling monthly or more regularly and feel very or fairly informed on TVP's local policing activities. More visible patrols, community space/event visits and social media posts are desired.
- *Emerging technology* – overall, 8 in 10 residents support Thames Valley Police using emerging technologies, with crime data to support patrolling and facial recognition technology to identify suspects being the most favoured (69% and 62% respectively).

6.4 According to the Strategic Needs Assessment 2025, West Oxfordshire had the second lowest number of valid crimes in 2024, with 4,725. The lowest was South Oxfordshire with 4,478 whilst the highest was Oxford city with 17,002. Rural Crime is reported to have reduced by 20%.

7. WEST OXFORDSHIRE COMMUNITY SAFETY PARTNERSHIP ACTIVITIES 2025/2026

7.1 The West Oxfordshire Community Safety Partnership has a rolling plan 2024-2027 which is informed by the Strategic Needs Assessment. Annually the CSP refresh actions to address the priorities. The priorities for the CSP rolling plan 2024-2027 are:

- Serious Violence
- Drugs and Alcohol
- Domestic Abuse and Violence Against Women and Girls
- Rural Acquisitive Crime
- Anti-Social Behaviour
- Fraud
- Modern Slavery
- Counter Terrorism

7.2 The members of the West Oxfordshire CSP have undertaken the following activities in 2025/2026:

- The Council along with all local authorities in Oxfordshire and the OPCC are continuing to fund the Oxfordshire Domestic Abuse Service which includes Helpline, Outreach, Support groups and Refuge services. The Council has agreed funding will continue for a further 2 years – 2026/27 and 2027/28.
- TVP hosted the Annual Rural Crime Conference at Blenheim Palace in 2025
- TVP hosts the multi-agency Joint Agency Tasking and Coordination Group (JATAC) to tackle cases of concern around anti-social behaviour, welfare and domestic abuse at an operational level;
- The Council has been working closely with TVP in regard to the CCTV cameras and monitoring arrangements across the district. The Council has undertaken a comprehensive review of the existing cameras using an external contractor who supports TVP with the wider camera network across the region. As a result of the review all the cameras that were retained are in the process of being upgraded and additional cameras are being installed in Chipping Norton Town centre and other locations in Witney. The Council has also signed the new agreement with TVP which outlines the move to the centralization of monitoring arrangements, which will improve overall resilience and reduce operating costs.
- The Safe Places scheme continues to operate across the district to ensure that the most vulnerable people in our communities have somewhere safe to go for help if they are ever feeling unsafe whilst out in our towns and villages. The network has 59 members across West Oxfordshire. The venues are located in Bampton, Burford, Carterton, Chipping Norton, Witney and Woodstock. They include Shops, Café's, Hair Salons, GP Surgeries, Leisure centres, Community centres, Town Halls, Libraries, Churches, Care homes and visitor attractions e.g. Blenheim Palace, Cogges Farm and the Oxfordshire Museum.

- Three deployable CCTV cameras are now operational in Chipping Norton and Woodstock.
- The Problem Solving officer has been following up on the priority areas identified in the Environmental Visual Audits report – deploying a small amount of funding to introduce lighting at a bus stop in Brize North / Carterton. They are also responding to issues relating to acquisitive crime in the wider Chipping Norton area;
- The Council’s Youth Development officer, the Violence Against Women and Girls Coordinator and a small subgroup has designed a Theatre based VAWG intervention and secured significant funding from the Council as fundraising continues;
- Four West Oxfordshire secondary schools have registered for the Chelsie’s Story Theatre production, aimed at Yr 9/10’s – Henry Box, Bartholomew, Carterton and Woodgreen. 25 shows are available across South, Vale, Cherwell and West Oxfordshire.
- The Modern Day Slavery and Exploitation coordinator has provided support to the team at the Asylum Hotel and Housing colleagues, along with health and social care professionals working in the district;
- Neighbourhood police teams have been attending banks when vulnerable customers present to withdraw large amounts of cash
- Domestic Abuse commissioned training continues to be delivered to anyone working in Oxfordshire (Including Champions training). Training for community members is also being hosted at Leisure centres in Carterton and Witney on 11th March.
- TVP host Serious Organised Crime meetings monthly – attended by numerous CSP partners;
- Much stronger relationships between TVP and the Young Farmers, National Farmers Union and the Country Land and Business Association (CLA) have been developed following the Rural Crime project and work by the Rural Crime Task Force at TVP.
- Sexual safety charter for GP’s, pharmacy, opticians and dentists has been launched by the BOB ICB and promoted in West Oxfordshire.
- Cottsway Housing are providing a Domestic Abuse Safety Officer (DASO) to victims of convicted perpetrators;
- WODC Housing team has commissioned the Sanctuary scheme to undertake activity to make the home environment safer for those at risk of abuse. They have also provided repeat victims of crime and high-risk victims of stalking and domestic abuse with tailored support around safety planning and target hardening;
- TVP has sent Domestic Abuse awareness packs to Slimming World groups and have reached out to WI groups in rural areas;
- Oxfordshire Fire and Rescue teams undertaking Safe and Well visits have been trained to look out for a range of vulnerabilities – including Domestic Abuse, Modern Slavery and Exploitation;

- Mandatory Prevent training is in place for all practitioners working across Oxfordshire including Council staff. Specialist Counter Terrorism practitioners can support with case management. The Council has produced a booklet for Councillors.
- A new network/working group of providers of social housing has been established to focus on topics relevant to the CSP and Housing – for example Anti-Social Behaviour
- The Council supported TVP with a public space protection order under anti-social behaviour crime and policing act 2014
- A new Youth Partnership has been established in West Oxfordshire. Identification of available services has taken place. More opportunities for young people are being developed and delivered in West Oxfordshire.

8. ACTIVITIES AND INTERVENTIONS FUNDED IN OXFORDSHIRE AND THE REGION IN 2025/26

8.1 The Community Safety Partnership Fund provided by the OPCC supports a wide range of county-wide and district-based initiatives across Oxfordshire. The county-wide programmes serving West Oxfordshire for 2025-2027 are:

- Violence Against Women and Girls Coordinator
- Modern Slavery Coordinator hosted by Oxford City Council,
- Problem Solving Officer hosted by Oxford City Council,
- Nightsafe Manager hosted by Oxford City Council.
- STRIVE (trauma informed support to young people identified as at risk of serious violence, exploitation, and offending)
- Drug Diversion programme (a treatment-based response to possession-only offences by children)
- Turnaround Project (MOJ) programme for young people in contact with the Police in past 3 months / those at risk of becoming full time entrants to the Criminal Justice system)
- Oxfordshire Domestic Abuse Champions Network (25/26 only)
- Chelseas Choice – school workshops to cover Oxfordshire
- Restorative Justice project with Youth Justice
- PC Ben – book circulated to schools across Oxfordshire

8.2 The fund is distributed through Oxfordshire County Council. Community Safety officer leads from all Councils are involved in the decision making around which projects receive funding. Projects are delivered through partners including local authorities, Public health teams, youth justice services, and voluntary sector organisations, with several core posts and programmes serving the whole of Oxfordshire including West Oxfordshire. In 2025/26 and 2026/27 the total fund available to Oxfordshire is £804,385.

8.3 The Police and Crime Commissioner has confirmed that the fund faces significant financial pressure in 2027/28 following the Police Funding Settlement, with the Home Office grant being almost £9 million lower than previously anticipated. Whilst it had been expected that a further sum of £804,385 would be available in 2027/28, Oxfordshire partners are now working on a likely reduction of 40% and reviewing all potential projects accordingly. Some funding will be set aside to cover the costs of running Domestic Homicide Reviews.

9. LOOKING AHEAD – 2026 ONWARDS

9.1 The activities of the Community Safety Partnership will continue to be informed by the [Oxfordshire Strategic Needs Assessment](#) which captures data reflecting the whole of Oxfordshire. In addition, the insights and real time intelligence coming forward from partners including Thames Valles Valley Police will ensure that we can adjust our approach as necessary throughout the year.

9.2 The Partnership is entering Year 3 of a rolling plan and whilst the priorities set out in 7.1 remain the same, we will adjust our resources to focus on some priorities more than others, where we receive intelligence that this is a greater priority at the time.

9.3 It is expected that of the 8 priorities the CSP will pay particular attention in the year ahead to Domestic Abuse and Violence Against Women and Girls, Anti social behaviour and the support of vulnerable groups and young people.

10. ALTERNATIVE OPTIONS

10.1 (This section must be completed and include details of why identified alternative options are not preferred.)

11. FINANCIAL IMPLICATIONS

11.1 There are no financial implications to this report.

12. LEGAL IMPLICATIONS

12.1 There are no legal implications to this report.

13. RISK ASSESSMENT

13.1 There are no risks identified in this report.

14. EQUALITIES IMPACT

14.1 As this report is for noting there are no negative equalities impacts resulting from this report.

15. SUSTAINABILITY IMPLICATIONS

15.1 This report is exempt from a SIA following review by the climate team for the following reason:

- The decision involves noting activities of an external partnership with limited council control.

16. BACKGROUND PAPERS

16.1 None

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WEST OXFORDSHIRE
DISTRICT COUNCIL

EXECUTIVE WORK PROGRAMME
INCORPORATING NOTICE OF DECISIONS PROPOSED TO BE TAKEN IN PRIVATE
SESSION AND NOTICE OF INTENTION TO MAKE A KEY DECISION
1 MARCH 2026 – 30 JUNE 2026

By virtue of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, local authorities are required to publish a notice setting out the key executive decisions that will be taken at least 28 days before such decisions are to be taken. The Regulations also require notice to be given of the intention to exclude the press and public for part of a meeting.

This Forward Plan incorporates both of these requirements. In the interests of transparency, it also aims to include details of those items to be debated by the Executive that relate to either policy/budget formulation, matters which will be subject to a recommendation to the Council, and other matters due to be considered by the Executive. This programme covers a period of four months, and will be updated on a monthly basis. The timings of items may be subject to change.

It is possible that matters may be rescheduled to a date which is different from that given on the Forward Plan. This may be the case for key decisions and the intention to hold a private meeting. In this regard, please note that agendas and reports for meetings of the Executive are made available on the Council's website at www.westoxon.gov.uk/meetings five working days in advance of the meeting in question. Please also note that the agendas for meetings of the Executive will also incorporate a necessary further notice which is required to be given in relation to matters likely to be considered with the public excluded. There are circumstances where a key decision can be taken, or parts of the meeting may be held in private, even though the 28 clear days' notice has not been given. If that happens, notice of the matter and the reasons will be published on the council's website, and available from the Council Offices, Woodgreen, Witney, Oxfordshire OX28 1NB.

Key Decisions

The Regulations define a key decision as an executive decision which is likely –

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates; or*
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the area of the authority'.*

The Council has decided that a cost or saving of an amount greater than £150,000 is necessary to constitute expenditure or savings which are significant for the purposes of this definition.

Please note that if a matter is approved by the Council following a recommendation from the Executive, that decision will not be a key decision.

Matters To Be Considered in Private

The great majority of matters considered by the Council's Executive are considered in 'open session' when the public have the right to attend.

However, some matters are considered with the public excluded. The public may only be excluded if a resolution is passed to exclude them. The grounds for exclusion are limited to situations where confidential or exempt information may be disclosed to the public if present and, in most cases involving exempt information, where in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information. The definitions of these are set out in the Council's Constitution.

Documents and Queries

Copies of, or extracts from, documents listed in the programme and any which subsequently become available are (subject to any prohibition or restriction on their disclosure), obtainable from the following, and this contact information may also be used for any queries.

Democratic Services – Email: democratic.services@westoxon.gov.uk Tel: 01993 861000.

West Oxfordshire District Council: Executive Members 2025/26

Name of Councillor	Title and Areas of Responsibility
Andy Graham (Leader)	Leader of the Council: Overview of all Executive Portfolios; Policy Framework; Town and Parish Council Engagement; Council Plan; Strategic Partnerships (including Oxford to Cambridge, Oxfordshire Joint Leaders and South East Councils); Oxfordshire Leaders; Publica and Partnerships Authorities and Ubico; Democratic Services; Communications; Legal Services; Emergency Planning; Assets of Community Value.
Duncan Enright (Deputy Leader)	Economic Development: Economic Development; Business Development; Visitor Economy; Town and Village Regeneration; Customer Services.
Alaric Smith	Finance: Finance & Management; Council Tax and Benefits; Asset Management; South West Audit Partnership; Performance Management; Capital Investment Strategy; Strategic Housing Investment; Financial Aspects of Major Projects; Customer Services; Counter Fraud.
Hugo Ashton	Planning: Local Plan; Government Planning Policies and Guidance; Development Management; Ensuring Planning Policies meet 2030 Requirements; Customer Services.
Tim Sumner	Leisure and Carterton Area Strategy; Leisure Provision (including Swimming Pools); Carterton Area Strategy.
Rachel Crouch	Stronger, Healthy Communities: Voluntary Sector Engagement; Health and Safety; Community and Public Health; Refugee Resettlement Programme; Young People; Equality and Diversity; Customer Services; Culture, Arts and Heritage.
Geoff Saul	Housing and Social Care: Housing Allocations; Homelessness; Provision of Affordable/social Homes; Sheltered Housing Accommodation; Safeguarding – Community Safety Partnership; Crime and Disorder; Neighbourhood Policing; Scrutiny of Police and Crime Commissioner.
Lidia Arciszewska	Environment: •Flood Alleviation/Natural Flood Management and Sewage; Environmental Partnerships – WASP and Evenlode CP, Windrush CP; North East Cotswold Cluster; Waste Collection and Recycling; Landscape and Biodiversity; Air Quality; Land Use, Food Production and Farming; Street Scene (Cleansing, Litter and Grounds Maintenance); Food safety; licensing; Housing (private landlords); Environment safety; Car Parking.
Andrew Prosser	Climate Action and Nature Recovery: Energy Advice; Renewable Energy and RetroFit Investment; Biodiversity (Across the District); Carbon Neutral by 2030; Fossil Fuel Dependence Reduction; Local, National and County Liaison on Climate Change; Electric Vehicle (EV) Charging Rollout, Conservation and Historical Environment.

For further information about the above and all members of the Council please see www.westoxon.gov.uk/councillors

Item for Decision	Key Decision (Yes / No)	Open or Exempt	Decision – Maker	Date of Decision	Executive Member	Lead Officer
Council 25 March 2026.						
Recommendations from the Constitution Working Group	No	Open	Council	25 Mar 2026	Executive Member for Finance - Cllr Alaric Smith	Ana Prelici, Senior Democratic Services Officer Ana.Prelici@westoxon.gov.uk
Council 20 May 2026						
Appointment of Returning Officer and Electoral Registration Officer	No	Open	Council	20 May 2026	Leader of the Council - Cllr Andy Graham	Andrew Brown, Head of Democratic and Electoral Services andrew.brown@westoxon.gov.uk
Appointment of Members to the Council's Committees, including Substitute Members	No	Open	Council	20 May 2026	Leader of the Council - Cllr Andy Graham	Ana Prelici, Senior Democratic Services Officer Ana.Prelici@westoxon.gov.uk
Honorary Titles	No	Open	Council	20 May 2026	Leader of the Council - Cllr Andy Graham	Mandy Smith, Senior Executive Support Officer Mandy.Smith@westoxon.gov.uk
Director of Place appointment	No	Open	Council	20 May 2026	Leader of the Council - Cllr Andy Graham	Cheryl Sloan, Assistant Director cheryl.sloan@publicagroup.uk

Executive 10 June 2026						
Procurement and Contract Management Strategy	No	Open	Executive	10 Jun 2026	Executive Member for Finance - Cllr Alaric Smith	Ciaran Okane, Senior Business Partner – Procurement Ciaran.Okane@publicagroup.uk
Approval of Regulation 19 Draft Submission Local Plan for Public Consultation	Yes	Open	Executive Council	10 Jun 2026 17 Jun 2026	Executive Member for Planning - Cllr Hugo Ashton	Andrew Thomson, Planning Policy Manager Andrew.Thomson@westoxon.gov.uk
New crowdfunding platform programme	Yes	Open	Executive	10 Jun 2026	Executive Member for Stronger, Healthy Communities - Cllr Rachel Crouch	Heather McCulloch, Community Wellbeing Manager heather.mcculloch@westoxon.gov.uk
2025/26 Quarterly Service Review Q4	No	Open	Executive	10 Jun 2026	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
2025/26 Quarterly Finance Review Q4	No	Open	Executive	10 Jun 2026	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Head of Finance georgina.dyer@westoxon.gov.uk
Discretionary Rate Relief Policy	No	Open	Executive	10 Jun 2026	Executive Member for Finance - Cllr Alaric Smith	Mandy Fathers, Business Manager - Environmental, Welfare & Revenue Service mandy.fathers@publicagroup.uk
Appointments to Outside Bodies 2026-28	No	Open	Executive	10 Jun 2026	Leader of the Council - Cllr Andy Graham	Ana Prelici, Senior Democratic Services Officer Ana.Prelici@westoxon.gov.uk
Ubico Business Plan	No	Open	Executive	10 Jun 2026	Leader of the Council - Cllr Andy Graham	Si Pocock-Cluley, Environmental Services and Waste Transformation Lead si.pocock-cluley@westoxon.gov.uk

Options for Property in Chipping Norton	Yes	Fully exempt	Executive	10 Jun 2026	Executive Member for Finance - Cllr Alaric Smith	Jasmine McWilliams, Assets Manager jasmine.mcwilliams@publicagroup.p.uk
Council 17 June 2026						
Community Governance Review proposal	No	Open	Council	17 Jun 2026	Leader of the Council - Cllr Andy Graham	Andrew Brown, Head of Democratic and Electoral Services andrew.brown@westoxon.gov.uk
Executive 15 July 2026						
Public Spaces Protection Order for Dog Fouling	Yes	Open	Executive	15 Jul 2026	Executive Member for Environment - Cllr Lidia Arciszewska	Philip Measures, Service Leader philip.measures@publicagroup.uk
Council 22 July 2026						
Executive 9 September 2026						
2026/27 Quarterly Service Review Q1	No	Open	Executive	9 Sep 2026	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
2026/27 Quarterly Finance Review Q1	No	Open	Executive	9 Sep 2026	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Head of Finance georgina.dyer@westoxon.gov.uk

Council 16 September 2026						
Executive 21 October 2026						
Executive 11 November 2026						
Council Tax Support 2027/28	Yes	Open	Executive Council	11 Nov 2026 18 Nov 2026	Executive Member for Finance - Cllr Alaric Smith	Mandy Fathers, Business Manager - Environmental, Welfare & Revenue Service mandy.fathers@publicagroup.uk
Community Grants - determination of 3 year SLA final awards	Yes	Open	Executive	11 Nov 2026	Executive Member for Stronger, Healthy Communities - Cllr Rachel Crouch	Heather McCulloch, Community Wellbeing Manager heather.mcculloch@westoxon.gov.uk
Council 18 November 2026						
Executive 9 December 2026						
2026/27 Quarterly Service Review Q2	No	Open	Executive	9 Dec 2026	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk
2026/27 Quarterly Finance Review Q2	No	Open	Executive	9 Dec 2026	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Head of Finance georgina.dyer@westoxon.gov.uk
Draft Budget 2027/28 Version 1	No	Open	Executive	9 Dec 2026	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Head of Finance georgina.dyer@westoxon.gov.uk

Local Plan Annual Monitoring 2025/26	No	Open	Executive	9 Dec 2026	Executive Member for Planning - Cllr Hugo Ashton	Andrew Thomson, Planning Policy Manager Andrew.Thomson@westoxon.gov.uk
Executive 13 January 2027						
Draft Budget 2027/28 Version 2	Yes	Open	Executive	13 Jan 2027	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Head of Finance georgina.dyer@westoxon.gov.uk
Council 20 January 2027						
Executive 10 February 2027						
Budget 2027/28 and Medium Term Financial Strategy	Yes	Open	Executive Council	10 Feb 2027 24 Feb 2027	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Head of Finance georgina.dyer@westoxon.gov.uk
Council 24 February 2027						
Executive 10 March 2027						
2026/27 Quarterly Finance Review Q3	No	Open	Executive	10 Mar 2027	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Head of Finance georgina.dyer@westoxon.gov.uk
2026/27 Quarterly Service Review Q3	No	Open	Executive	10 Mar 2027	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk

Council 24 March 2027						
Executive 21 April 2027						
Council 19 May 2027						
Key Decision Delegated to Executive Member						
UK Shared Prosperity Fund and Rural England Prosperity Fund	No	Open	Executive Deputy Leader of the Council and Executive Member for Economic Development - Cllr Duncan Enright	15 Nov 2023 Before 31 Mar 2026	Deputy Leader of the Council and Executive Member for Economic Development - Cllr Duncan Enright	Emma Phillips, Market Town Officer Emma.phillips@westoxon.gov.uk
Key Decisions Delegated to Officers						
Delegation on Purchase of Emergency Accommodation	Yes	Fully exempt	Director of Finance - Madhu Richards	31 Mar 2026	Executive Member for Finance - Cllr Alaric Smith	Madhu Richards, Director of Finance madhu.richards@westoxon.gov.uk
Standing Delegation: Settlement of Legal Claims	Yes	Open	Head of Legal Services - Leonie Woodward	Before 31 Mar 2026	Executive Member for Finance - Cllr Alaric Smith, Leader of the Council - Cllr Andy Graham	Leonie Woodward, Head of Legal Leonie.Woodward@cotswold.gov.uk

Allocation of New Initiatives Funding	Yes	Open	Chief Executive & Head of Paid Service - Giles Hughes	Before 31 Mar 2026	Leader of the Council - Cllr Andy Graham	Giles Hughes, Chief Executive Officer giles.hughes@westoxon.gov.uk
Review and Repurpose Earmarked Reserves to Mitigate against Four Main Financial Risks	Yes	Open	Director of Finance - Madhu Richards	Before 31 May 2026	Executive Member for Finance - Cllr Alaric Smith	Madhu Richards, Director of Finance madhu.richards@westoxon.gov.uk
Allocate Funding from the Project Contingency Earmarked Reserve	Yes	Open	Director of Finance - Madhu Richards	Before 31 May 2026	Executive Member for Finance - Cllr Alaric Smith	Madhu Richards, Director of Finance madhu.richards@westoxon.gov.uk
Leisure Planned Investment Programme	Yes	Open	Executive Director of Place - Phil Martin	10 Sep 2025 Before 31 Mar 2026	Executive Member for Leisure and Carterton Area Strategy - Tim Sumner	Stuart Wilson, Leisure Contracts Lead stuart.wilson@publicagroup.uk
Public Toilet Review	Yes	Part exempt	Executive Director of Finance - Madhu Richards	10 Sep 2025 Before 31 Mar 2026	Executive Member for Environment - Cllr Lidia Arciszewska	Fiona Woodhouse, Parking Projects & Contracts Officer Fiona.Woodhouse@publicagroup.uk
Street Cleansing Vehicle Procurement	Yes	Open	Executive Director of	11 Feb 2026 Before 31	Executive Member for Environment - Cllr Lidia Arciszewska	Si Pocock-Cluley, Environmental Services and Waste Transformation Lead si.pocock-

			Place - Phil Martin	Mar 2027		cluley@westoxon.gov.u
Investment in Public Conveniences	Yes	Open	Executive Executive, Executive Director - Corporate Services - Claire Locke	11 Feb 2026 Before 31 Mar 2027	Executive Member for Environment - Cllr Lidia Arciszewska, Executive Member for Finance - Cllr Alaric Smith	Claire Locke, Executive Director claire.locke@publicagroup.uk

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WEST OXFORDSHIRE
DISTRICT COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME
1 APRIL 2026 – 31 JULY 2026

Overview and Scrutiny Committee

The Council currently operates the Strong Leader and Executive form of governance. The Council has appointed one Overview and Scrutiny Committee which has the power to investigate Executive decisions and any other matters relevant to the district and its people, making recommendations to the Council, Executive or any other Committee or Sub-Committee of the Council.

Overview and Scrutiny Activities

The Committee may undertake its functions through the following types of activities:

- Holding the Executive to account as a critical friend
- Pre-decision scrutiny of Executive decisions before they are taken
- Considering any “call-in” of an Executive decision that has been made but not yet implemented
- Contributing to policy development
- Undertaking task and finish reviews to explore particular issues in depth
- Scrutiny of the Council’s annual budget proposals
- Performance review and monitoring
- Being a convener and engaging with external organisations
- Scrutiny of the Council’s crime and disorder functions

Work Plan

The Overview and Scrutiny Committee operates a work plan which is agreed annually but provides for flexibility to enable the Committee to respond to emerging issues or priorities. The work plan will include a mix of Executive reports that have been selected for pre-decision scrutiny, and reports on other Council services, topics or issues which have been specifically requested by the Overview and Scrutiny Committee. In setting and reviewing its work plan, the Committee will be mindful of the constraints of the organisation and may prioritise based on the following considerations (TOPIC criteria):

Timeliness: Is it timely to consider this issue?

Organisational priority: Is it a Council priority?

Public Interest: Is it of significant public interest?

Influence: Can Scrutiny have meaningful influence?

Cost: Does it involve a high level of expenditure, income or savings?

Principles of good scrutiny

The Centre for Governance and Scrutiny has developed four principles of good scrutiny which are reflected in statutory guidance:

- Provide constructive “critical friend” challenge
- Amplify the voices and concerns of the public
- Be led by independent people who take responsibility for their role
- Drive improvement in public services

Current and planned working groups

Title	Purpose	Membership	Status	Target completion date
Leisure	To consider the leisure management options appraisal before it is presented to the Executive, with particular focus on the evaluation criteria.	1.Cllr Stuart McCarroll (Chair) 2.Cllr Joy Aitman 3.Cllr Mike Baggaley 4.Cllr Jane Doughty 5.Cllr Andy Goodwin 6.Cllr Sandra Simpson	Ongoing	September 2025
Public Conveniences	To consider any emerging proposals for the future of the Council's public conveniences facilities.	1.Cllr Genny Early (Lead Member) 2.Cllr Andrew Coles 3.Cllr Ed James 4.Cllr David Melvin 5.Cllr Elizabeth Poskitt	Ongoing	TBC
Waste transformation	To consider any proposals for transforming waste services within the district following phase two of the Publica transition.	1. Cllr Ruth Smith (Chair) 2. Cllr Thomas Ashby 3.Cllr Sandra Cosier 4.Cllr Sandra Simpson 5.Cllr Alistair Wray	Planned	March 2026

Item	Executive Member	Lead Officer	Report commissioned by
3 June 2026			
New crowdfunding platform programme	Executive Member for Stronger, Healthy Communities - Cllr Rachel Crouch	Heather McCulloch, Community Wellbeing Manager heather.mcculloch@westoxon.gov.uk	Executive
Procurement and Contract Management Strategy	Executive Member for Finance - Cllr Alaric Smith	Ciaran Okane, Senior Business Partner – Procurement Ciaran.Okane@publicagroup.uk	Executive
Approval of Regulation 19 Draft Submission Local Plan for Public Consultation	Executive Member for Planning - Cllr Hugo Ashton	Andrew Thomson, Planning Policy Manager Andrew.Thomson@westoxon.gov.uk	Executive Council
2025/26 Quarterly Finance Review Q4	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Head of Finance georgina.dyer@westoxon.gov.uk	Executive
2025/26 Quarterly Service Review Q4	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk	Executive
8 July 2026			
Leisure Update	Executive Member for Leisure and Carterton Area Strategy - Tim Sumner	Rachel Biles, Leisure Strategy Manager rachel.biles@westoxon.gov.uk	Overview and Scrutiny Committee

Investment Property Portfolio Annual Report 2025/26	Executive Member for Finance - Cllr Alaric Smith	Madhu Richards, Director of Finance madhu.richards@westoxon.gov.uk	Overview and Scrutiny Committee
2 September 2026			
2026/27 Quarterly Finance Review Q1	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Head of Finance georgina.dyer@westoxon.gov.uk	Executive
2026/27 Quarterly Service Review Q1	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk	Executive
Youth Development Work	Executive Member for Stronger, Healthy Communities - Cllr Rachel Crouch	Heather McCulloch, Community Wellbeing Manager heather.mcculloch@westoxon.gov.uk	Overview and Scrutiny Committee
14 October 2026			
Local Government Reorganisation Update	Leader of the Council - Cllr Andy Graham	Phil Martin, Director of Place phil.martin@westoxon.gov.uk	Overview and Scrutiny Committee
4 November 2026			
Community Grants - determination of 3 year SLA final awards	Executive Member for Stronger, Healthy Communities - Cllr Rachel Crouch	Heather McCulloch, Community Wellbeing Manager heather.mcculloch@westoxon.gov.uk	Executive

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2 December 2026			
2026/27 Quarterly Finance Review Q2	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Head of Finance georgina.dyer@westoxon.gov.uk	Executive
2026/27 Quarterly Service Review Q2	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk	Executive
Local Plan Annual Monitoring 2025/26	Executive Member for Planning - Cllr Hugo Ashton	Andrew Thomson, Planning Policy Manager Andrew.Thomson@westoxon.gov.uk	Executive
6 January 2027			
Council Tax Support 2027/28	Executive Member for Finance - Cllr Alaric Smith	Mandy Fathers, Business Manager - Environmental, Welfare & Revenue Service mandy.fathers@publicagroup.uk	Executive Council
3 February 2027			
Nature Recovery Plan Progress Update	Executive Member for Climate Action and Nature Recovery - Cllr Andrew Prosser	Melanie Dodd, Senior Biodiversity Officer melanie.dodd@westoxon.gov.uk	Overview and Scrutiny Committee
Budget 2027/28 and Medium Term Financial	Executive Member for Finance -	Georgina Dyer, Head of Finance	Executive

Strategy	Cllr Alaric Smith	georgina.dyer@westoxon.gov.uk	Council
3 March 2027			
2026/27 Quarterly Service Review Q3	Leader of the Council - Cllr Andy Graham	Alison Borrett, Senior Performance Analyst Alison.Borrett@publicagroup.uk	Executive
2026/27 Quarterly Finance Review Q3	Executive Member for Finance - Cllr Alaric Smith	Georgina Dyer, Head of Finance georgina.dyer@westoxon.gov.uk	Executive
Community Safety Partnership Annual Update	Councillor Rachel Crouch, Executive Member for Stronger, Healthy Communities; Mental Health Champion	Heather McCulloch, Community Wellbeing Manager heather.mcculloch@westoxon.gov.uk	Overview and Scrutiny Committee
14 April 2027			
To be Scheduled			
Private Estate Management in New Developments	Executive Member for Planning - Cllr Hugo Ashton	Chris Hargraves, Head of Planning chris.hargraves@westoxon.gov.uk	Overview and Scrutiny Committee
Waste Collection Quality Management	Councillor Lidia Arciszewska, Executive Member for Environment.	Si Pocock-Cluley, Environmental Services and Waste Transformation Lead si.pocock-cluley@westoxon.gov.uk	Overview and Scrutiny Committee

