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## WEST OXFORDSHIRE DISTRICT COUNCIL

### Minutes of the meeting of the Cabinet

Held in the Council Chamber at 2.00 pm on **Wednesday, 22 June 2022**

#### PRESENT

Councillors: Andy Graham (Leader), Duncan Enright (Deputy Leader), Joy Aitman (Cabinet Member for Stronger, Healthy Communities), Lidia Arciszewska (Cabinet Member for Environment), Dan Levy (Cabinet Member for Finance), Mathew Parkinson (Cabinet Member for Customer Delivery), Andrew Prosser (Cabinet Member for Climate Change), Carl Rylett (Cabinet Member for Planning and Sustainable Development), Geoff Saul (Cabinet Member for Housing and Social Welfare).

Also present Councillors: Andrew Coles, Jeff Haines, Michelle Mead,

Officers: Elizabeth Griffiths (Chief Finance Officer, Deputy Chief Executive and Section 151 Officer), Giles Hughes (Chief Executive), Frank Wilson (Group Finance Director - Publica), Michelle Ouzman (Strategic support Officer) and Anne Learmonth (Strategic Support Officer).

#### **18 Minutes of Previous Meeting**

The minutes of the meeting held on Wednesday 25 May were approved and signed by the Chair as a correct record.

It was noted that all councillors present were to be included on minutes of meeting.

#### **19 Apologies for Absence**

Apologies for absence were received from Councillor Lidia Arciszewska and Councillor Joy Aitman.

#### **20 Declarations of Interest**

There were no declarations of interest received.

#### **21 Participation of the Public**

There were no participation of the public received.

#### **22 Receipt of Announcements**

The Leader of the Council Councillor Andy Graham welcomed everyone to the Cabinet Committee meeting.

The Chair confirmed that 2 members of the Cabinet were not in attendance due to Covid. The Chair highlighted that the number of Covid cases are increasing and to be aware of the ongoing risk. The Chair advised members to test for Covid prior to public meetings if they have been in contact with others with Covid. The Chair wished Cabinet colleagues well who were absent and a speedy return.

A reminder note for Councillors who received an invite from Bev Hindle to attend a Pan-Regional Partnership for the Oxfordshire to Cambridgeshire area. The invitation was to attend a briefing regarding the changes and is to be held on the evening of June 22 from 7pm. There will be an opportunity to ask questions moving forward before a formal report is issued.

Cabinet

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The Chair announced the appointments on Outside Bodies, they were as followed;

Future Oxfordshire Partnership;

Councillor Richard Langridge.

Councillor Julian Cooper.

Councillor Charlie Maynard.

Cycling Champion;

Councillor Ruth Smith.

Armed Forces Champion;

Councillor Natalie King.

The Chair stated that he will be in attendance with the Chief Executive, Giles Hughes at the Local Government Association Conference. The Chair expressed that it would be a great opportunity to development for our partnerships.

The Chair explained that partnerships fundamentally underpin the delivery of services in West Oxfordshire and how this would be a way to extend partnership arrangements where appropriate to give better value of delivery of services.

### **23 Community Facilities Grants - 1st Round 2022/23**

Members received a Communities Facilities Grants – 1<sup>st</sup> Round 2022/23 report.

Councillor Joy Aitman the Cabinet Member for Stronger, Healthier Communities was absent therefore the Chair introduced the policy which was on pages 9-14 on the agenda. There were 2 applicants, The Charlbury Bowls Club and the Chipping Norton Swifts FC whom met the criteria that was set out. The Chair expressed that there is expectation for both to have a great community benefit. The Chair proposed to agree the award grant in accordance with the recommendations set out in Annex A.

Councillor Enright the Cabinet Member for Economic Development seconded the proposal and noted in the report point 3.3 that for every pound grant aided £2.83 of external community funding added. The proposal was duly put to vote and was carried unanimously.

**Resolved** cabinet approved as per recommendations in the report.

### **24 Performance Monitoring Report Q4 - 2021/22**

Members received the Performance Monitoring Report Q4 -2021/22

The Chair introduced the report which was on pages 15-44 of the agenda. The Chair explained that Q4 will cover up to April 2022. The Chair noted the statement of the annual plan for Q4. The Chair opened the floor to questions. There were none so the Chair proposed to note the statement. Councillor Mathew Parkinson, Cabinet Member for Customer Delivery seconded the proposal. The proposal was duly put to the vote and was carried unanimously.

**Resolved** the Cabinet approved as per recommendation in the report.

**25 Cleaning & Maintenance of Public Conveniences**

Members received the Cleaning and Maintenance of Public Conveniences report.

In the absence of Councillor Lidia Arciszewska the Cabinet Member for Environment, the Chair introduced the report which was on pages 45-50 of the agenda. The Chair explained the purpose of the report, it was to provide options for the delivery of service of the public convenience cleaning and maintenance services, at the end of the current contract with Danfo. The Cabinet have looked at the report and discussed the options of renewing the contact, with a view of proposal to approve. The Chair opened the floor to questions.

Councillor Enright observed under point 1.4 of the report that awards for excellent standards of service have been won and complimented Danfo on doing a very good job. Councillor Enright highlighted that the awards are given on un-announced spot inspections.

The Chair clarified that the contact with Danfo will run from October 22, 2022 to September 2023 as this information was not in the papers. The Chair confirmed that the future contract will be reviewed in good time to enable the Cabinet to look at options.

The Chair proposed to note and this was seconded by Councillor Mathew Parkinson. The proposed was duly put to the vote and was carried unanimously.

**Resolved** the Cabinet approved as per recommendation in the report.

**26 Sustainable Warmth - Local Authority Delivery (LAD) Phase 3 and Home Upgrade Grant (HUG)**

Members received the Sustainable Warmth – Local Authority Delivery (LAD) Phase 3 and Home Upgrade Grant (HUG) report.

Councillor Andrew Prosser, Cabinet Member for Climate Change introduced the report and explained the Sustainable Warmth Grant is in Phase 3 of the delivery. This has been done in cooperation with other local authorities in the South East. Councillor Prosser asked to move the recommendation to note the briefing on Sustainable Warmth in annex 1 and to agree delegated authority to the Chief Executive to enter agreement on behalf of the Cabinet.

Councillor Mead raised a question on point 2.8 of the report, that there would be no cost to the Council expect in kind, i.e. in officer's hours. Councillor Mead asked how many hours the officer would have to spend on that task?

Councillor Prosser responded by explaining that he did not know but felt that it would not be a huge amount of time and he would check on how many hours. Councillor Prosser went on to explain that the council would be receiving a grant for £10,000 for communications and officer's time would be spent leading the communication programme. Councillor Prosser proposed that the Cabinet approve as per the recommendations in the report.

The Chair asked if the cabinet were happy with the proposal by Councillor Prosser and this was seconded by Councillor Enright. The proposal was duly put to the vote and was carried unanimously.

**Resolved** the Cabinet approved as per recommendation in the report.

**27 Acquisition of Amenity Land in Witney**

Members received the Acquisition of Amenity Land in Witney report.

The Chair stated that there was an attachment annex which was a restricted document, therefore the Chair advised if any questions arose from this document, then the meeting would need to go into private session, to enable the Cabinet to discuss them. There were no questions, therefore the Cabinet did not need to go into private session.

Councillor Carl Rylett, the Cabinet Member for Planning and Sustainable Development put forward the recommendation and this was seconded by Councillor Enright.

Councillor Rylett introduced the report. Councillor Rylett expressed that this was a great news story regarding the green space next to Cogges conservation area, acknowledged that the space is very well used by the public for walking and cycling. Councillor Rylett also recognised the great cooperation between the Council and the community who have worked together to protect this important piece of land. Councillor Rylett then proposed the recommendation to the officers to acquire the land at a cost of about £30,000. And for delegated authority for the officers to approve the final terms of transaction.

Councillor Enright seconded the proposal. Councillor expressed his delight to note that there is a swathe of green land in Witney which is in public hands in trust or in the Council's control. Councillor Enright thought that this is great news for residents, as the area is safe guarded and can be prone to slight flooding. Councillor Enright acknowledged the continued use by walkers, cyclists and other residents of the town. Councillor Enright concluded by thanking officers who put in brilliant work on this and was grateful to the residents who rose to the occasion.

Chair asked if Cabinet were in agreement with the recommendations in the report. The proposal was duly put to the vote and was carried unanimously.

**Resolved** the Cabinet approved as per recommendation in the report.

**28 Exclusion of the Public and Press**

The Chair stated that there was an attachment annex which was a restricted document, therefore the Chair advised if any questions arose from this document, then the meeting would need to go into private session, to enable the Cabinet to discuss them. There were no questions raised and therefore the Cabinet did not need to go into private session.

**29 Acquisition of Amenity Land in Witney**

As there was no private session this item was fully concluded under item 27 of these minutes.

The Meeting closed at 2.16 pm

CHAIR