

# EXECUTIVE BOARD

Monday 27th May 2002

**PRESENT:** The Leader (Councillor Hollingsworth), The Deputy Leader (Councillor Baker), Councillors Susan Brown, Christian, Clarkson, Cook and Tarver.

**OFFICERS PRESENT FOR THE WHOLE OF THE MEETING:** The Chief Executive (Marion Headicar), Isobel Garner, Neil Gibson and Mark Luntley (Strategic Directors), David Taylor (Head of the Modernisation Unit) and William Reed (Modernisation Unit).

**OFFICERS PRESENT FOR PART OF THE MEETING:** Colin Beaver (Property Investment Manager), David Hill (Strategic Policy and Research Manager), Val Johnson (Neighbourhood Renewal Manager), Kathryn Latter (Corporate Strategy Manager), Peter McQuitty (Corporate Strategy Business Unit), David Penny (Media and Communications), Chris Pyle (Oxford Building Solution Business Unit), Penny Randall (Neighbourhood Renewal Business Unit), Graham Stratford (Housing Management Business Unit).

## 24. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Johnson, Price and Smith.

## 25. DECLARATIONS OF INTEREST

The following declarations of interest were made of the type specified by the undermentioned Councillors in respect of the matters listed against their names:-

- (1) Councillor Susan Brown - Night Shelter - personal and prejudicial interest as a user of the day nursery adjacent to the proposed site for the temporary relocation of the Night Shelter. Interest declared as a precaution in case decisions on the Night Shelter or on the Oxford Resettlement Project were taken at the meeting.
- (2) Councillor Hollingsworth - Night Shelter - personal and prejudicial interest as a user of the day nursery adjacent to the proposed site for the temporary relocation of the Night Shelter. Interest declared as a precaution in case decisions on the Night Shelter or on the Oxford Resettlement Project were taken at the meeting.

## 26. PUBLIC QUESTIONS

Three persons asked questions as provided for in Executive Board Procedure Rule 2.03. The substance of the questions and the answers given were as follows:-

(1) Councillor Fooks:-

- On minute 23 (Single Homelessness Strategy), paragraph 3.22 of the report. Are there still delays in the award of housing benefit?

The meeting agreed that an answer in writing should be given to Councillor Fooks.

- On minute 49 as it related to the work of the Economic and Social Well-Being Overview and Scrutiny Committee. Would the Leader take steps to ensure that the meeting with MPs on disabled facilities grants takes place?

In replying, the Leader said that the meeting should be progressed, if necessary by inviting the MPs to appear before the Overview and Scrutiny Committee.

(2) Mr. J. Hannigan, a South Oxford resident:-

- On minute 31 (Hinksey Sidings). Would the Council press Railtrack to remove its ballast storage and other operations at Hinksey sidings in view of the concerns of local people about noise and fumes?

In replying, Councillor Cook said that the financial risks were high if the Council successfully obtained an Article 4 Direction. Isobel Garner said that officers in the Environmental Health Business Unit were working with Railtrack on noise and emission minimisation. The Leader said that Railtrack could be asked whether it was seeking alternative locations for its Hinksey Sidings activities.

- On minute 40 (Best Value Performance Plan). Questions to the effect that various items should not appear in the Plan. The Leader replied by saying that these matters had been raised before, that replies had been given and that the District Auditor had already investigated and reported.
- On minute 45 (Oxfordshire Structure Plan). Would the Council agree that the County Council's policy of encouraging new house building in the County towns rather than in Oxford, thereby increasing journey to work trips into Oxford, should be changed so that new building took place nearer to Oxford, if necessary on Green Belt land.
- In replying Councillor Cook said that the City Council would press for new housing to be associated with good transport links.
- On minute 52 as it related to decisions reached at the meeting on 14th May 2002 on the Night Shelter. Would the Board agree that the increased money being made available by the Government for the

National Health Service should be used to provide a night shelter type facility outside Oxford?

- The Leader said that an answer in writing would be sent to Mr. Hannigan.

(3) Mr. Curran, a resident of Folly Bridge Court:-

- On minute 52 as it related to decisions reached at the meeting on 14th May 2002 on the Night Shelter. He submitted 23 questions and the Leader said that an answer in writing would be sent to Mr. Curran.

## **27. SINGLE HOMELESSNESS STRATEGY**

The Neighbourhood Renewal Manager submitted a report (previously circulated, now appended).

Resolved:-

- (1) to RECOMMEND Council to adopt the Single Homelessness Strategy for 2002 (which incorporated the Rough Sleeping Strategy and the Supporting People shadow Strategy) which formed the Appendix to the report;
- (2) to note that the shadow Supporting People Strategy would be fed into the County-wide strategy which would be submitted to Central Government in October.

## **28. HOMELESSNESS - FIRST STAGE ACCOMMODATION - CURRENT SITUATION AND FUTURE DEVELOPMENTS**

The Strategic Director, Housing and Health submitted a report (previously circulated, now appended).

Resolved:-

- (1) to approve the strategy for provision and use of first stage temporary accommodation for homeless people;
- (2) to authorise the Housing Management Manager to make contact with landlords for the purposes referred to in paragraph 6 of the report;
- (3) to note that the size of the contract referred to in paragraph 6 meant that an EU procurement process would need to be followed, that this could not be completed by August as envisaged in paragraph 6 of the report, and that the officers were exploring ways in which the processes could be shortened to achieve an earlier outcome.

## **29. HINKSEY POOLS - OPENING HOURS AND LENGTH OF SEASON**

The Leisure and Culture Manager submitted a report (previously circulated, now appended).

Resolved:-

- (1) to agree that Hinksey Pools be opened for the longer periods referred to in paragraph 1.2 of the report;
- (2) to note that the cost of the extended opening hours amounted to £33,000, and to ask that that sum be identified in the context of the exercise of funding manifesto commitments (minute 43 refers).

## **30. ALCOHOL CONSUMPTION IN DESIGNATED PUBLIC PLACES - PROHIBITION**

The Strategic Policy and Research Manager submitted a report (previously circulated, now appended).

Resolved:-

- (1) to ask the Strategic Policy and Research Manager, liaising as necessary with other appropriate Business Units, to discuss with the Police the possibility of designating public areas in Oxford in which it could become an offence to drink alcohol after being required by a police officer to cease to do so, and to report back;
- (2) to invite the appropriate Overview and Scrutiny Committee to consider the issues raised by the report.

## **31. HINKSEY SIDINGS - NOTIFICATION OF PROPOSED DEVELOPMENT BY RAILTRACK**

The Strategic Management Board submitted a report (previously circulated, now appended).

Resolved:-

- (1) that because of the financial implications of an application for an Article 4 Direction, financial resources not be released to meet the consequences;
- (2) to ask the Portfolio Holder, Economic Development, Planning and Transport, to write to Central Government advising it that the view of the Council's Executive Board was that Railtrack as a privatised company

should not be placed in a more advantageous position as compared to other private companies in terms of its enjoyment of permitted development rights.

### **32. THORNHILL PARK AND RIDE - RELEASE OF DEVELOPER CONTRIBUTIONS**

The Planning Policy Manager submitted a report (previously circulated, now appended).

Resolved:-

- (1) (i) that the Minor Capital Project comprised in the report be approved;
- (ii) in consequence, to authorise the release of £138,500 developer contributions as the City Council's contribution towards the cost of the extension of the Thornhill Park and Ride;
- (2) to delegate to the Strategic Director, Physical Environment authority to release up to additional £5,000 of developer contributions if the total sum available to the County Council was insufficient to fund the project.

### **33. DOMESTIC VIOLENCE POLICY**

The Neighbourhood Renewal Manager submitted a report (previously circulated, now appended).

Resolved:-

- (1) to RECOMMEND Council to adopt the Oxfordshire District Council's Joint Policy Statement on Domestic Violence as City Council policy;
- (2) to note that a report would be presented to the Board upon the outcome of the Oxfordshire Domestic Violence and Housing Group's review of domestic violence policy and procedures in relation to housing provision for those suffering domestic violence;
- (3) to note that the Countywide approach to domestic violence would formally be launched shortly, and to record that the City Council should be involved in the launch.

### **34. PERIODIC ELECTORAL REVIEW**

The Chief Executive submitted a report (previously circulated, now appended).

Resolved to RECOMMEND Council to advise the Central Government department responsible for electoral matters that:-

- (1) City Council elections should be by halves every two years commencing in 2004;
- (2) Elections to Parish Councils in Oxford should take place in 2003 and then in 2006 and every four years thereafter so that dates coincided with City Council elections.

### **35. CONTROLLED ENTRY TO FLAT BLOCKS - MINOR WORKS 2002/03**

The Oxford Building Solutions Manager submitted a report (previously circulated, now appended).

Resolved to approve the Minor Capital Project in the sum of £100,000 for the installation of controlled entry systems at Council-owned blocks of flats.

### **36. TOWER BLOCKS FIRE DETECTION - MINOR WORKS 2002/03**

The Oxford Building Solutions Manager submitted a report (previously circulated, now appended).

Resolved to approve the Minor Capital Project in the sum of £100,000 for upgrading fire detection systems within tower blocks of flats.

### **37. CAVITY WALL AND LOFT INSULATION - MINOR WORKS 2002/03**

The Oxford Building Solutions Manager submitted a report (previously circulated, now appended).

Resolved to approve the Minor Capital Project in the sum of £100,000 for the installation of cavity wall insulation and topping-up of loft insulation in Council houses.

### **38. RE-ROOFING - MINOR WORKS 2002/03**

The Oxford Building Solutions Manager submitted a report (previously circulated, now appended).

Resolved to approve the Minor Capital Project in the sum of £150,000 for re-roofing of Council houses.

### **39. STRUCTURAL WORK - MINOR WORKS 2002/03**

The Oxford Building Solutions Manager submitted a report (previously circulated, now appended).

Resolved to approve the Minor Capital Project in the sum of £150,000 for remedying structural defects to Council housing stock that might occur during the year.

#### **40. BEST VALUE PERFORMANCE PLAN**

The Corporate Strategy Manager submitted a report (previously circulated, now appended) together with a final draft of the Plan itself.

The Board received the following papers (circulated, now appended):-

- Paper from the Leader entitled "Post May 2002 - A New Vision" to be inserted into the Plan before the current Section 2.
- Additions and amendments to certain Performance Indicators containing up-to-date information upon them.

Resolved:-

- (1) to RECOMMEND Council to adopt the Best Value Performance Plan for 2002/03 subject to the inclusion of the Leader's paper, to the adjustments set out on the "additions and amendment" paper, to the inclusion of the information still awaited (as referred to in that paper) and to any minor textual amendments that might be necessary;
- (2) that, following consultation between Portfolio Holders and Business Unit Managers and with Overview and Scrutiny Committees, public consultation would take place in the Autumn on a revised Vision Statement, priorities and targets.

#### **41. BARTON HEALTHY HEATING PROJECT**

The Housing Management Manager submitted a report (previously circulated, now appended).

Resolved to note the contents of the report.

#### **42. CAPITAL PROGRAMME - REVIEW**

The Strategic Director, Finance and Corporate Services submitted a report (previously circulated, now appended).

Resolved:-

- (1) that a review of projects in the capital programme be carried out and to authorise the Strategic Director, Finance and Corporate Services to agree

the composition of a Capital Strategy Group (as referred to in Appendix B of the report) to conduct the review;

- (2) to note oral advice given at the meeting that Section 106 expenditure would be subject to a separate review.

#### **43. ACHIEVING MATCHED SAVINGS WITHIN A BALANCED BUDGET**

The Strategic Director, Finance and Corporate Services submitted a report (previously circulated, now appended).

Resolved:-

- (1) to ask the Strategic Director, Finance and Corporate Services to arrange for the new administration manifesto commitments to be costed and to establish funding options, and to report back in order that the Board might reach decisions on funding options and the progressing of schemes, projects and commitments;
- (2) to ask the Strategic Director, Finance and Corporate Services to arrange for the establishment of a robust system of monitoring to ensure savings were achieved in step with manifesto commitments;
- (3) to ask that either the 2001/02 outturn report or a report containing as much similar information as was possible at the time be presented to the next meeting of the Board.

#### **44. 68-70 NOWELL ROAD - DEMOLITION**

The Neighbourhood Renewal Manager submitted a report (previously circulated, now appended).

Resolved:-

- (1) to approve the disposal of the site of 68-70 Nowell Road to the Oxford Citizens' Housing Association under Contract Procedure Rule 17 on the terms set out in Section 3 of the report;
- (2) to instruct the Neighbourhood Renewal Manager and the Legal Services Manager to complete the transfer of the land.

#### **45. OXFORDSHIRE STRUCTURE PLAN - REVIEW - ISSUES PAPER**

The Planning Policy Manager submitted a report (previously circulated, now appended).



Resolved to authorise the Portfolio holder, Economic Development, Planning and Transport to agree the Council's response to the Issues Paper on the review of the Oxfordshire Structure Plan, and to report thereon to the next meeting of the Board.

#### **46. PORTFOLIO HOLDER RESPONSIBILITIES**

The Head of the Modernisation Unit submitted a note (previously circulated, now appended) which he had prepared following consultation with the Leader on suggested terms of reference for Executive Board members. Members of the Board made adjustments to the details contained in the note.

Resolved to RECOMMEND Council to change the Constitution by deleting the present details of Executive Board member responsibilities on pages 55-60 and their substitution by the details set out in the note of the Head of the Modernisation Unit (adjusted by the changes made at the meeting).

#### **47. CONSTITUTION - MINOR CHANGES**

The Head of the Modernisation Unit submitted a report (previously circulated, now appended).

Resolved to RECOMMEND Council to agree the changes in the Constitution (in relation to dates and frequency of Executive Board meetings and other matters) as set out in the Appendix to the report.

#### **48. QUESTIONS TO PORTFOLIO HOLDERS**

The Head of the Modernisation Unit submitted a report (previously circulated, now appended).

Resolved to RECOMMEND Council to agree the changes to the Constitution set out in Annex 1 to the report in order to enable Councillors, and members of the public through Area Committees, to have their questions to Portfolio Holders answered directly and more quickly than could be done at present.

#### **49. OVERVIEW AND SCRUTINY - RECOMMENDATIONS**

##### 44b Princes Street

The Head of the Modernisation Unit submitted a minute extract (previously circulated, now appended) of the Economic and Social Well-Being Overview and Scrutiny Committee of 24th April 2002. The Neighbourhood Renewal Manager submitted a report (also previously circulated, now appended) that had been considered by the East Area Committee on 22nd May 2002.

The Head of the Modernisation Unit reported that at its meeting on 22nd May 2002 the East Area Committee had decided:-

- (a) that the Oxfordshire Chinese Community and Advice Centre should be the principal user of the hall at 44b Princes Street in order to establish the IT training project but that the hall should still be used by the Oxfordshire Immigration Project and other groups for meetings and training space, by arrangement;
- (b) that officers support the Yoga Class teachers and the Sikh community in finding alternative accommodation but that the principle of full compensation being paid for any additional rent charges that they incurred should be fully investigated.

Resolved to concur in the decisions of the East Area Committee.

## **50. OVERVIEW AND SCRUTINY WORK PROGRAMMES**

The Head of the Modernisation Unit submitted a report (previously circulated, now appended).

Resolved:-

- (1) to note that by minute 30 the appropriate Overview and Scrutiny Committee had been invited to look at the issues raised in the report on Alcohol Consumption in Public Places;
- (2) that Councillor Baker would attend meetings of the Overview and Scrutiny Co-ordinating Group in order to provide a link between the work of the Executive Board and the work of Overview and Scrutiny Committee.

## **51. AREA COMMITTEE RECOMMENDATIONS**

Resolved to note that there were no recommendations of Area Committees for the Executive Board to consider.

## **52. MINUTES**

The Head of the Modernisation Unit reported that the minutes of the Board held on 14th May 2002 would be circulated for the next Board meeting. He said that if any member of the Board wished to ask a question on the Board's proceedings of 14th May they should refer to the Action Sheet for details of decisions reached.

No matters were raised arising from decisions of the Board on 14th May.

Resolved to note the position.

### **53. FUTURE BUSINESS**

The Head of the Modernisation Unit submitted a list (previously circulated, now appended).

Resolved:-

- (1) that the list be reviewed with a view to removing operational items that could be dealt with by officers under their delegated powers agreed at minute 47 provided that, by so doing, this did not conflict with any other provisions or requirements of the Constitution;
- (2) that Portfolio Holders, with officers, should ensure that matters to go to the Board that needed to appear in the Forward Plan should appear in the Plan and not be delayed by lack of appearance.

### **54. CONFIDENTIAL MATTERS**

Resolved that under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the remaining items on the agenda on the grounds that their presence would involve the likely disclosure of exempt information as defined in specific paragraphs of Part I of Schedule 12A of the Act.

#### Summary of Business transacted on Part II of the Agenda as required by Section 100C(2) of the Local Government Act 1972

No matters were raised arising from confidential decisions of the Board on 14th May.

The Board noted the contents of the confidential annex to the report at minute 44 (68 - 70 NOWELL ROAD - DEMOLITION) which gave details of the site valuation.

The Board received an up-dating report on the dispute relating to Covered Market rents. It noted that the Head of the Modernisation Unit had adjourned the Court of Appeal case set for 30th and 31st May because no reply had yet been received from the Government Office for the South East upon the possibility of settling the dispute at a rent level less than the best rent that could be obtained. The Board asked that future reports on the current issue of Covered Market rents should generally be taken in open session.

The meeting commenced at 09.00 hours. It went into confidential session at 10.23 hours and the meeting closed at 10.26 hours.