

EXECUTIVE BOARD

Monday 17th June 2002

PRESENT: The Chair (Councillor Hollingsworth), The Vice Chair (Councillor Baker), Councillors Susan Brown, Christian, Clarkson, Cook, Johnson, Price, Smith 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 Penney (Media and Communications) and William Reed (Modernisation Unit).

OFFICERS PRESENT FOR PART OF THE MEETING: Val Johnson (Neighbourhood Renewal Manager), John Adcock (Neighbourhood Renewal Business Unit), Penny Randall (Neighbourhood Renewal Business Unit), David Taylor (Head of the Modernisation Unit), John Evans (Modernisation Unit), Graham Stratford (Housing Management Business Unit), Lindsay Johnson (Legal Services Business Unit), Colin Beever (Property Investment Manager), Chris Pyle (Oxford Building Solutions Business Unit), Andrew Lewis (Planning Business Unit), Tony Mindham (Planning Business Unit) and Patricia Stevenson (Planning Business Unit).

58. APOLOGIES FOR ABSENCE

There were no apologies for absence.

59. 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 - Rough Sleepers' Initiatives (minute 63) - personal and prejudicial interest if, in the context of the item, a temporary relocation of the Night Shelter was discussed, because the Councillor was a user of the Day Nursery adjacent to a proposed temporary site for the Night Shelter.
- (2) Councillor Hollingsworth - Rough Sleepers' Initiatives (minute 63) - personal and prejudicial interest if, in the context of the item, a temporary relocation of the Night Shelter was discussed, because the Councillor was a user of the Day Nursery adjacent to a proposed temporary site for the Night Shelter.

- (3) Councillor Johnson - Minchery Farm Stadium Site (minute 82) - personal and prejudicial interest as an Oxford United Football Club season ticket holder.
- (4) Councillor Smith - Rough Sleepers' Initiatives (minute 63) - personal interest as chair of the Night Shelter Management Committee. Councillor Smith said that the Head of the Modernisation Unit was formulating advice to give to her in connection with her position as Chair and also as a member of the Executive Board and Housing Portfolio Holder.

60. 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 87 2.(Sustainable Development) she referred to her Notice of Motion to Council on 29th April relating to gaps in skills in order to pursue the Council's Vision for Oxford. She said that the Vision laid particular stress on improving the quality of life for Oxford people by encouraging environmentally and socially sustainable economic practices. She asked when staff would be engaged to promote these aims and achieve the Vision.

Councillor Baker responded by saying that he would provide a written answer for Councillor Fooks.

- (2) Mr. Curran, a resident of Folly Bridge Court - primarily on minutes 62 (Homelessness Action Plan) and 64 (Affordable and Key Worker Dwellings - Draft Supplementary Planning Guidance) - he submitted four questions in writing. The Leader and Councillor Smith commented upon the questions and said that a written reply would be sent to him which, in accordance with the procedure for questions to Portfolio Holders, would be made available generally through the Executive Board agenda.
- (3) Catherine Robinson, Secretary, Friends of the Trap Ground - on minute 87 3.(Trap Grounds) -
 - (1) What steps has the Council taken to obtain further information about the ecological impact of proposals to develop the Trap Grounds before making a final decision about the disposal of the site, as recommended by the Environment Overview and Scrutiny Committee on 30th May 2002?
 - (2) From whom was the information referred to in Question (1) obtained?
 - (3) Has English Nature been consulted on the matter?

- (4) Is the additional information available for scrutiny by members of the public?
- (5) Is the Executive Board aware that the Trap Grounds is eligible for registration as a Town Green under Section 22(1) of the Commons Registration Act 1975, as amended by the Countryside and Rights of Way Act 2000? She said that an application would shortly be made to Oxfordshire County Council to register the site as common land on the grounds that a significant number of local residents had used it for lawful pastimes for at least 20 years since 1970 without permission or obstruction or secrecy or force.

The Leader responded. On Questions (1) and (2) he said that the Council had commissioned further on-site ecological surveys from Waterman Environmental in March 2002. A bat foraging survey had been completed and included in the Housing Association's planning application. Other surveys that were being carried out were for reptiles, nesting birds and newts. The newt survey was expected to have been completed in May and the bird survey would be completed in July. The newt survey was of special importance to establish whether there was any potential for adverse affects to great crested newts which were a European protected species.

The purpose of commissioning the surveys was to provide an accurate basis for detailed design of the development and to help in drawing up an Environmental Management Plan. This would set out the detailed mitigation measures required during construction of the road and the houses to prevent nuisance to residents and to protect wildlife habitats. Such mitigation measures would include access routes for construction vehicles, timing and designing building operations to prevent disturbance and methods of contamination disposal. This would be a requirement of the planning processes, as would the design of a long term management strategy for the areas to be retained as wildlife habitat.

On Question (3), English Nature would be consulted on the planning application.

On Question (4), the surveys referred to in the answers to Questions (1) and (2) would be available for scrutiny and would help in drawing up an Environmental Management Plan.

On Question (5), the Leader said he was not aware that the Trap Grounds was eligible for registration as a Town Green under the legislation referred to.

Finally, he said that the questions and answers would be borne in mind when the Board considered agenda item 30.(c) (Trap Grounds) (minute 87.3).

Resolved to note the position and that the Environment Overview and Scrutiny Committee recommendations on the matter would be dealt with at the related agenda item.

61. HOUSING ADVICE - DEVELOPMENT OPTIONS

The Strategic Policy and Research Manager and the Neighbourhood Renewal Manager submitted a report (previously circulated and now appended). The Board also had before it the recommendations of the Housing Overview and Scrutiny Committee from its meeting on 13th June 2002. Councillor Redman (Chair of the Housing Overview and Scrutiny Committee) with the Board's agreement spoke to the recommendations.

Resolved:-

- (1) to note the work carried out on the development of internal housing advisory services pursuant to decisions reached by the Board on 12th March 2002 (minute 250);
- (2) to approve the grant assistance agreement for 2002/03 with the Oxford Housing Rights Centre and in so doing:-
 - (a) to note that it had not proved possible to identify savings that could be made in the organisation's budget in order to achieve the level of service specified in the schedule to the agreement annexed to the report;
 - (b) to fund the Housing Rights Centre at a rate of £161,615 per annum for 2002/03, namely the rate at which the organisation had been paid pro-rata for the first quarter of the current financial year;
- (3) to note the current gaps in housing advice as described in Section 4 of the report and that this would be addressed in the business planning process for 2003/04;
- (4) in particular to note the proposed production, within budget constraints, of a range of housing advice leaflets and the objects these leaflets were designed to achieve as referred to in paragraph 3.4 of the report;
- (5)
 - (i) to adopt recommendations (1) - (5) and (7) of the Housing Overview and Scrutiny Committee of 13th June 2002;
 - (ii) in relation to recommendation (6), to note that this had been dealt with in resolution (3) above;
 - (iii) in relation to recommendation (7), to note that the officers would do what they could, within current budget constraints, to produce housing advice leaflets in a range of different languages (resolution (4) above refers).

62. HOMELESSNESS ACTION PLAN

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

Resolved:-

- (1) to note the District Auditor's report entitled "Reducing the Cost of Homelessness, Oxford City Council" and the Homelessness Action Plan which had been drawn up following the review;
- (2) to approve the actions contained in the Action Plan subject in the third "action paragraph" against recommendation 4 (Give a High Priority to Progressing the Consideration of Options for Providing Social Housing in Oxford), to asking that the officers should not regard as a priority for action discussions with stakeholders regarding the future management arrangements for existing Council housing stock because it was not the view of the Board that there was support among tenants to changing existing management arrangements;
- (3) to record the following observations and decisions:-
 - (a) to note that a report on the housing allocations review would come to the Executive Board in the Autumn;
 - (b) voids turnaround times were not acceptable and improvements thereto should be discussed with the Housing Overview and Scrutiny Committee and a report submitted to the Executive Board as and if necessary;
 - (c) decant turnaround times were not acceptable and to ask the Strategic Management Board to consider improvements, and to report back with recommendations;
 - (d) housing procurement was not proceeding quickly enough and, to achieve an improvement,:-
 - (i) brown field sites be not only identified but housing be pursued upon such appropriate sites, and to note that the Housing Portfolio Holder would be meeting with planning and housing officers shortly to advance matters;
 - (ii) where the Council had agreed to the use of garage sites for social housing, all of the transfer and other preparatory paperwork should be completed without delay to enable housing development to commence;
 - (iii) modular housing as a means more rapidly to increase the social housing stock should be regarded as a serious option;

- (e) the future of Orlit housing and some maisonettes needed soon to be addressed;
 - (f) discussions were needed with the District Auditor on the particular nature and extent of Oxford's housing and homelessness challenges and the Council should redouble its representations to the Government to obtain increased financial resources to address the challenges;
- (4) to thank the report author for the report.

63. ROUGH SLEEPERS INITIATIVES - MAJOR AND MINOR CONTRACTS

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

Resolved:-

- (1) to approve the receipt and the expenditure of £470,135 under the former DTLR's Homelessness Action Programme;
- (2) to approve the allocation of funds to the following organisations for the purposes described in the report, and to waive the strict reporting requirements of Financial Procedure Rule 2.7.4 (Minor Projects):-
 - St. Thomas' Fund - £114,186
 - Elmore Team - £50,825
 - English Churches Housing Group - £90,177 (staff)
 - English Churches Housing Group - £50,000 (refurbishment)
- (3) to approve the allocation of funds to the following organisations for the purposes referred to in the report, which sums of money fell below the lower financial limit in the Minor Project Procedure Rules:-
 - The Bridge (Oxford) Ltd - £23,323
 - Oxford Night Shelter - £35,182
 - Simon House - £21,207
- (4) to waive the requirements of Contract Procedure Rules 7 and 9 in respect to the letting of contracts for the services to be provided by the organisations listed above;
- (5) to note that the following bids had not yet been approved by the former DTLR under the Homelessness Action Programme:-
 - Befriending Scheme Co-ordinator (agency to be agreed) - £21,760

- Partnership Support Officer (Oxford City Council employee on a temporary contract) - £10,150
 - Homelessness Task Force Co-ordinator (Oxford City Council employee on a temporary contract) - £47,090
- (6) to agree that the payment to the Council to cover the management costs of facilitating the work described in the report should be 1.5% (£6,253) of the total revenue funding;
- (7) to approve the budget adjustments encompassed in (1) - (6) above, noting in so doing that there would not be a net cost to the Council.

64. AFFORDABLE AND KEY WORKER DWELLINGS - DRAFT SUPPLEMENTARY PLANNING GUIDANCE

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

Resolved:-

- (1) to agree to consult on supplementary planning guidance on affordable and key worker dwellings as set out in draft in the annex and appendices to the report;
- (2) that Mr Curran's questions (minute 60(2) refers) be not only answered in writing but be taken as comments on the draft planning guidance.

65. RENT RESTRUCTURING

The Financial Management Business Manager submitted a report (previously circulated and now appended). The Board also had before it the recommendations of the Housing Overview and Scrutiny Committee of 13th June 2002.

Resolved:-

- (1) to agree that rent restructuring in pursuance of the Government's policy that local authority and registered social landlord rents be set on a common formula be implemented from 30th September 2002;
- (2) to ask the Strategic Director, Housing and Health, to write to all members setting out how much rent income would be foregone by the delay in implementing rent restructuring.

66. WINDOW REPLACEMENT - MAJOR WORKS

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

Resolved to approve the Major Project Appraisal in the sum of £1.8 million for replacement windows in Council houses.

67. SHELTERED HOUSING REFURBISHMENT - MAJOR WORKS 2002/03

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

Resolved to approve the Major Project Appraisal in the sum of £350,000 (to add to the carry forward of £993,400) for the refurbishment of Atkyns Court, Wood Farm.

68. PLUMBING - MAJOR WORKS

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

Resolved to approve the Major Project Appraisal in the sum of £300,000 for plumbing works in Council houses.

69. MAJOR VOID WORKS 2002/03

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

Resolved to approve the Major Project Appraisal in the sum of £600,000 for major works to void properties.

70. ADAPTATIONS FOR TENANTS WITH DISABILITIES - MAJOR WORKS 2002/03

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

Resolved:-

- (1) to approve the Major Project Appraisal in the sum of £350,000 to carry out adaptations and provide additional facilities in Council houses to benefit tenants with disabilities;

- (2) to note that the Portfolio Holders for Housing and for the Environment would meet the Environmental Health Business Unit Manager to discuss, among other things, disabled adaptation grants administered by the Business Unit.

71. UNFITS AND EXTENSIONS - MAJOR WORKS

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

Resolved to approve the Major Project Appraisal in the sum of £312,807 for major works to unfit properties and the provision of extensions or loft conversions for households where overcrowding existed.

72. NEW CENTRAL HEATING - MAJOR WORKS 2002/03

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

Resolved to approve the Major Project Appraisal in the sum of £500,000 for the provision of new central heating systems and the upgrading of old central heating systems.

73. ELECTRICAL REWIRES - MAJOR WORKS

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

Resolved to approve the Major Project Appraisal in the sum of £200,000 for electrical rewiring of Council houses and upgrading of fire detection as referred to in paragraph 4 of the report.

74. GARDEN SCHEME FOR COUNCIL TENANTS - REINTRODUCTION

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

Resolved to RECOMMEND Council:-

- (1) that the garden scheme for Council tenants whereby tenants who needed help with basic maintenance in their gardens were provided with that help be reintroduced for one year to benefit up to 400 tenants;
- (2) that £80,000 be vired from the Housing Revenue Account budgets specified in paragraph 2.1 of the report in order to fund the scheme (it being noted that £40,000 was needed for the scheme itself in the part of

the year during which it was most needed, with the balance being used for other necessary garden clearance work not forming part of the garden scheme);

- (3) that the scheme commence in early July provided that the Parks and Green Spaces Business Unit managed to employ adequate labour in time and to sort out equipment;
- (4) that the scheme should have tight criteria to ensure that only those tenants with most need benefited from the scheme and, to that end, to note the possible need for someone to be employed short term to visit some applicants to determine their eligibility for the scheme.

75. THREE YEAR PLANNING AND BUDGETING

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

Resolved:-

- (1) to agree the principle for developing an integrated three-year strategic plan and budget and to ask the Strategic Director, Finance and Corporate Services to present a detailed timetable for putting the principle into practice;
- (2) to ask the Strategic Director, Finance and Corporate Services to make the indicative three-year budget timetable available to the Party Groups;
- (3) to record that in connection with budget setting for 2003/04 it was essential that an appropriate sequencing of events took place, namely in relation to Business Units, Overview and Scrutiny Committees and area committees, the Executive Board and Council;
- (4) to note that the Strategic Director, Finance and Corporate Services had submitted a paper on service level agreements to the Strategic Management Board, and to record that service level agreements and Business Unit recharges needed to be updated;
- (5) to note that the accountants were now close to completion of the production of a budget book.

76. PUBLIC SERVICE AGREEMENTS - WASTE RECYCLING AND KEY WORKER HOUSING

The Strategic Director, Housing and Health submitted a report (previously circulated and now appended). He referred to the changed nature of a submission in the light of advice that the submission could not be linked to a Housing Corporation bid, thereby reducing the overall cost to the Council. He also said that it

had not yet been possible to finalise the financial implications to report to the meeting.

Resolved that a special meeting of the Executive Board be held on 24th June 2002 at 3:30 pm in order then to be able to receive an oral report from the Director on the form of the submission and the financial implications and if then appropriate to recommend Council, which met on that day, on the PSA submission.

77. PLANT MAINTENANCE CONTRACT - SPORTS AND LEISURE CENTRES

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

Resolved:-

- (1) that the life of the current plant maintenance contract be extended by three months from 31st December 2002 to 31st March 2003, and that this decision be regarded as approval of a minor contract without the need to seek alternative quotations (Contract Procedure Rule 3.01(d) refers);
- (2) that major project approval be given to the project for the planned maintenance of sport and leisure centre and plant from 1st April 2003 for a five year period as set out in summary in paragraphs 1.2 and 3.0 - 8.0 of the report.

78. OXFORDSHIRE STRUCTURE PLAN REVIEW - ISSUES PAPER - COMMENTS

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

Resolved to agree the Council's response to the County Council's issue paper on the review of the Oxfordshire Structure Plan subject to minor changes of emphasis, grammar and accuracy and to substantive changes as follows:-

- (a) the inclusion of the answer to question 11 with the answer to question 15;
- (b) in the answer to question 19, to delete the wording "in a western strip of land around Oxford" and insert "generally south and west of Oxford in the area between Sunningwell and Farmoor", and also to add a reference to land north of Oxford at Pear Tree and south of Oxford, south of Grenoble Road.

79. INSURANCE PROGRAMME

The Internal Audit Manager submitted a report (previously circulated and now appended).

Resolved that offers be invited for the provision of the Council's insurance cover and that the EU negotiated procedure be used in the procurement exercise.

80. CASH VAN COLLECTION CONTRACT

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

Resolved:-

- (1) that expressions of interest be sought and to approve the entering into of an EU negotiated procedure tendering exercise in respect of the Council's cash collection service;
- (2) to authorise the Strategic Director, Finance and Corporate Services to accept the lowest suitable tender provided it did not exceed £105,000 per annum.

81. CCTV SERVICE - BT CONTRACT

The Legal Services Business Manager submitted a report (previously circulated and now appended).

Resolved that authority be given to the Legal Services Business Manager to exclude from the BT rental agreement in respect of the new fibre optic transmission network shortly to be provided as part of Phase 3 of the city centre CCTV system such of the standard clauses that were required to be included in contracts by virtue of Contract Procedure Rule 4.02 as it appeared to him appropriate to exclude.

82. MINCHERY FARM STADIUM SITE

The Property Investment Manager submitted a report (previously circulated and now appended).

Resolved:-

- (1) to note that planning guidance had been issued, a brief had been prepared to valuers based on that guidance and on the basis that valuation would be on the "marriage" value of the Priory with the Stadium, and that valuations from both "sides" were awaited;

- (2) (i) to note that the Stadium Company had been given until 26th June 2002 to submit a defence;
- (ii) to record that the Council would not expect to extend the time for submitting the defence beyond 26th June 2002;
- (3) on access to the site of the 500 space additional car parking spaces, to note that water voles (an endangered species) were understood to be present in the stream across which the access bridge had to be constructed and to ask that an officer co-ordinate this whole area of work;
- (4) on residents' parking, to ask that an officer co-ordinate this whole area of work, noting that the County Council was the Highway Authority and thus involved in progressing the matter;
- (5) generally on Section 106 agreements that the agreement with the County Council on implementing Section 106 agreements should be progressed to conclusion as soon as possible so that Section 106 schemes could be taken forward.

83. ARISTOTLE LANE - ACCESS TO TRAP GROUNDS ALLOTMENTS

The Property Investment Manager submitted a report (previously circulated and now appended). The Head of the Modernisation Unit reported that the North Area Committee on 6th June 2002 had asked that a decision on the report be deferred so that the School Governors, County Council representatives and allottees could meet to discuss the way forward.

Resolved that, subject to further consideration by the North Area Committee, the Property Investment Manager be authorised to discuss with the allottees and County Council representatives a land transfer that excluded a perimeter strip around the land to be used for school purposes in order to enable access to continue to be provided by the City Council over the railway line direct to the Trap Grounds allotments, and to finalise arrangements on this basis, and to report back only if difficulties were experienced in taking the decision to conclusion.

84. APPOINTMENTS TO OUTSIDE BODIES

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

Resolved:-

- (1) that Labour Group appointments to the outside bodies referred to in the appendix to the report be agreed as set out to the annex to these minutes;

- (2) to note that Green Group representatives had been notified but that although the Liberal Democrat Group had notified the Head of the Modernisation Unit which bodies it wished to appoint to, the names of its representatives had not been notified, and to authorise the Head of the Modernisation Unit to accept and agree nominations subject to any conflicts as to numbers of representatives or to make-up of representation being resolved by negotiation with the Group secretaries;
- (3) to request the Head of the Modernisation Unit to advise Group leaders of appointments eventually made;
- (4) that where representatives on the bodies listed in the appendix to the report did not have full voting member status they be appointed as non-voting observers;
- (5) (i) that the following Councillors be appointed to serve on the under-mentioned Single Regeneration Management Boards:-
 - Barton - Councillors Hollingsworth and McAndrews
 - Blackbird Leys - Councillors Florey and Stannard
 - East Oxford - Councillors Bartleet and Tarver;
- (ii) to invite the East Oxford SRB Management Board to increase Council representation from two Councillors to three Councillors;
- (iii) that for future years appointments to the SRB Management Boards be made by area committees.

85. CONSTITUTION - REVIEW

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

Resolved to RECOMMEND Council to agree the changes to the Constitution set out in the Schedule to the report.

86. OXFORD FAIR TRADE COALITION

The Leader submitted a Motion (previously circulated and now appended).

Resolved:-

- (1) to RECOMMEND Council insofar as it had an interest to adopt the Motion;

(2) to note that:-

- (i) the Town Hall Manager was investigating sources of supply of fair trade products for Council use and would be arranging a tasting session of those products in due course;
- (ii) the Strategic Policy and Research Manager would lead the development of the matters contained in the Motion.

87. OVERVIEW AND SCRUTINY REPORTS AND RECOMMENDATIONS

1. Night Club Licensing Policy and Night Time Entertainment

The Head of the Modernisation Unit submitted a report (previously circulated and now appended). With the Board's agreement Councillor Fooks addressed the meeting.

Resolved:-

- (1) to agree the recommendations of the Overview and Scrutiny Committee to the Executive Board (recommendations 1-8);
- (2) to note that the Overview and Scrutiny Committee had put other recommendations direct to Council and they had been agreed (recommendations 1-7);
- (3) to note that the matters now agreed primarily fell within the Environment Portfolio and that that Portfolio Holder together with other relevant Portfolio Holders would progress the recommendations;
- (4) to note that the Hackney Carriages and Private Hire Licensing Committee on 20th June 2002 would consider a report upon a survey into unmet demand for the services of hackney carriages in Oxford (Council recommendation 3);
- (5) to refer the matter of trade waste collection by commercial companies to the City Centre Management Company (Executive Board recommendation 7);
- (6) that a parking and public transport map might with advantage be distributed through hotels, theatres and so on, that its cost might be reduced through sponsorship, and to invite the City Centre Management Company to involve itself in the matter (Executive Board recommendation 8).

2. Sustainable Development

The Strategic Policy and Research Manager submitted a report (previously circulated and now appended) and the Head of the Modernisation Unit submitted a minute (also previously circulated and now appended) of the Environment Overview and Scrutiny Committee of 30th May 2002.

Resolved:-

- (1) to confirm agreement to the formation of a Sustainable Development Task Force, its terms of reference and working methods and the projects which initially it would concern itself with, all as referred to in the officers' report;
- (2) to agree the recommendations of the Environment Overview and Scrutiny Committee.

3. Trap Grounds

The Head of the Modernisation Unit submitted a report (previously circulated and now appended) of the Environment Overview and Scrutiny Committee of 30th May 2002 together with, for ease of understanding, a minute extract (previously circulated and now appended) of the Executive Board's meeting of 23rd April 2002.

Resolved:-

- (1) to note that the matters recommended to the Board had in large part being dealt with in the answers to the questions to Catherine Robinson set out in minute 60 (Public Questions);
- (2) that the reply to Catherine Robinson given at the meeting, together with her questions, be made available to the Environment Overview and Scrutiny Committee, to the North Area Committee and in writing to the questioner.

4. Overview and Scrutiny Resourcing

The Head of the Modernisation Unit submitted a minute (previously circulated and now appended) of the Overview and Scrutiny Co-ordinating Group of 30th May 2002.

Resolved to consider the matter in conjunction with the review of the future of the Modernisation Unit.

88. AREA COMMITTEE RECOMMENDATIONS

Resolved to note that there were no recommendations for the Board's consideration.

89. MINUTES

- (1) Resolved that the minutes (previously circulated) of the meeting of the Executive Board held on 14th May 2002 be confirmed as a correct record subject, in minute 2, to the description of the nature of the interest declared by Councillors Susan Brown and Hollingsworth being amended to include the following between the words "to" and "the" in the third line of the declaration:-

"A proposed site for a temporary relocation of".

- (2) There were no matters raised from the meeting of the Executive Board held on 27th May 2002.

90. FUTURE BUSINESS

The Head of the Modernisation Unit submitted a note (previously circulated, now appended) of items for future Executive Board agenda. He said that since the note had been compiled a further ten items had been notified to him.

Resolved to note the position.

91. 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

The Board confirmed the minutes of the confidential business transacted on 14th May 2002. No matters were raised from the Board's meeting on 27th May 2002.

The Board considered a report on City properties in relation to the Oxford Prison development and issued decisions.

The meeting commenced at 9.00 a.m. It went into confidential session at 12.15 p.m. and closed at 12.18 p.m.