

EXECUTIVE BOARD

Monday 21st October 2002

COUNCILLORS PRESENT: The Chair (Councillor Hollingsworth), the Vice-Chair (Councillor Baker) and Councillors Susan Brown, Christian, Clarkson, Cook, Johnson, Price and Tarver.

OFFICERS PRESENT FOR THE WHOLE OF THE MEETING: Marion Headicar (Chief Executive), Isobel Garner and Mark Luntley (Strategic Directors), Bhupinder Gill (Legal Services Business Manager), David Penney (Media and Communications) and Brenda Lammin (Legal Services Business Unit).

OFFICERS PRESENT FOR PART OF THE MEETING: Kathryn Latter (Information Systems Business Manager), Steve Northey (Neighbourhood Renewal Business Unit) and David Karlake (Property Investment Business Unit).

231. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Smith.

232. DECLARATIONS OF INTEREST

No declarations of interest were made.

233. PUBLIC QUESTIONS

The following questions were asked in accordance with Executive Board Procedure Rule 2.03:

Covered Market

Questioner

Mr Farries

Question

- (a) Would the Portfolio-holder like to see variety in the Covered Market?
- (b) Does he consider that use as a restaurant and as a butcher is the same?

- (c) Would he comment on the fact there is no model shop within the Covered Market or the immediate town centre area?

Response (Councillor Price.- Portfolio Holder, Property and IT)

- (a) It was important to maintain variety and balance.
- (b) The two uses were clearly different; however if use was divided into food and non-food categories they would both be in the same category.
- (c) Shopping diversity was the aim for the City centre, but because of high rental costs for City centre retail units there was a predominance of "High Street multiples". The Covered Market, with its lower rents gave an opportunity for small traders to provide diversity.

Questioner

Mr Levy

Question

Did the Portfolio Holder understand that the application from Mr Levy was for a take-away food outlet and not a restaurant?

Response (Councillor Price.- Portfolio Holder, Property and IT)

Yes, that had been understood.

Scrutiny Recommendations

Questioner

Councillor Redman

Question

Councillor Redman referred to the absence of recommendations from Overviews and Scrutiny and Overview Committees on the agenda, and delays in recommendations being considered by the Executive Board, and asked the following questions:-

- (a) Will the Leader give an assurance that the 19th September 2002 Housing Overview and Scrutiny Committee recommendations will appear on the next Executive Board agenda with full answers from the three Portfolio-holders?
- (b) At that same meeting will there be an agenda item on Scrutiny recommendations which clearly sets out who takes the ultimate responsibility for providing written, and public, responses to recommendations, and an agreed timescale for such responses?

- (c) Will it also be possible for Overview and Scrutiny Committee chairs to address the Executive Board (under the Overview and Scrutiny Committee recommendations and reports agenda item) if such responses have not been received by the agreed time?

Response (Councillor Hollingsworth - Leader)

Councillor Hollingsworth said that he shared Councillor Redman's concerns. In his view the report author was responsible for ensuring co-ordination of recommendations and responses. He agreed that the recommendations and responses from 19th September would be dealt with at the next Executive Board meeting and a written statement of the process for dealing with recommendations from Overview and Scrutiny Committees would also appear on the agenda.

The Chief Executive commented that David Hill was taking on responsibility for Scrutiny and this could give an ideal opportunity for a fresh start.

234. PC AND SERVER IMPROVEMENT PROGRAMME - MAJOR PROJECT

The Information Systems Infrastructure Manager submitted a report (previously circulated and now appended).

Resolved to approve the phasing of the expenditure on the PC and Service Improvement Programme Major Project (further to the approval of the Major Project by the Board on 19th August 2002, Minute 164 refers), as set out in paragraphs 2.2 and 2.4 of the report, and in Appendices 1 and 2.

235. CRIME AND DISORDER ACT - IMPLICATIONS FOR OXFORD CITY COUNCIL

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

Resolved:

- (1) to agree the process for determining when the Council or Thames Valley Police will be the "lead authority" in applications for Anti-Social Behaviour Orders (ASBOs), as set out in paragraph 9 of the report;
- (2) to note that a report would be to be submitted to a future meeting on general funding issues (paragraphs 10, 11 and 12 refer) and that this report should also include clarification of reporting mechanisms to enable the costs of all City Council ASBOs to be charged to the General Fund rather than those relating to Council tenants being charged to the Housing Revenue Account.

236. GARAGE SITES REDEVELOPMENT

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

Resolved to note that a further report on the results of market testing and the next steps would be submitted to the Executive Board in December 2002, and to request that the report also include an update on the upgrading of sites retained for garage use and, if possible, more detail of the type of use of garages currently rented and/or occupied.

237. UNIT 130, COVERED MARKET - ASSIGNMENT OF LEASE AND CHANGE OF USE

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

Both applicants had been given the opportunity to speak during public question time (Minute 233 refers).

Resolved to assign the lease for Unit 130 in the Covered Market to Mr John Farries (trading as "Automodels Ltd") on the grounds that there were already sufficient take-away food outlets within the Covered Market and non-food use would provide greater diversity.

238. GUIDED TRANSIT EXPRESS PROJECT - NOMINATION OF COUNCIL REPRESENTATIVE TO THE BOARD OF DIRECTORS OF THE PROJECT COMPANY

The Legal Services Business Manager reported on the need to nominate a Council representative to the Board of Directors of the Guided Transit Express Project Company.

Resolved:

- (1) to nominate Councillor Taylor to the Board of Directors of the Guided Transit Express Project Company, and to note that the Council's representative had voting rights;
- (2) to record appreciation for Councillor Fooks' work on behalf of the City Council in her role as a Director over the past two years.

239. PERFORMANCE STANDARDS AND HELP FUND BIDS

The Revenues and Benefits Business Manager reported on the submission of bids for Help Fund and the Performance Standards Fund in respect of training for Revenues and Benefits staff to increase their ability to respond to legislative changes.

Resolved:

- (1) to note that the Help Fund bid was being submitted in conjunction with West Oxfordshire and Cherwell District Councils;
- (2) to instruct officers to circulate all members with information on the bid outcome as it became available, in a cost effective manner.

240. BUDGET PROCESS 2003/2004

The Committee Services Manager reported on the need for changes to dates of Executive Board meetings to accommodate the budget setting process for 2003/2004.

Resolved:

- (1) to note the possible need to revise meeting dates for the Executive Board or hold additional meetings;
- (2) not to agree the changes proposed, and to ask the Committee Services Manager to ensure that if additional or re-scheduled meetings were unavoidable they were scheduled on the same day of the week as programmed meetings.

241. OVERVIEW AND SCRUTINY - RECOMMENDATIONS AND REPORTS

The Chief Executive reported that there were no recommendations ready to be considered by the Board.

Resolved to note the position.

242. AREA COMMITTEE RECOMMENDATIONS

The Chief Executive reported that there were no recommendations to be considered by the Board.

Resolved to ask for the mechanisms for dealing with recommendations from Area Committees to the Executive Board to be clarified and set out on the agenda for the next meeting.

243. PORTFOLIO HOLDER QUESTIONS

The Chief Executive reported that no Portfolio Holder questions had been received.

Resolved to note the position.

244. DECISIONS TAKEN IN THE BEST INTERESTS OF THE AUTHORITY

Resolved to note the decision of the Strategic Director, Finance and Corporate Services in respect of the submission of Help Fund and Performance Standards Bids (minute 239 refers).

245. MINUTES

Resolved:

- (1) to confirm as a correct record the minutes (previously circulated) of the meeting of the Executive Board held on 27th September 2002;
- (2) to note that the Board would be kept up to date on issues relating to the temporary Night Shelter decant through recommendations arising from reports of the Neighbourhood Renewal Unit Liaison Group submitted to the relevant Area Committee.

246. FUTURE BUSINESS

The Chief Executive submitted a note (previously circulated and now appended) of items for future Executive Board agendas.

Resolved to note the list of future items of business and the following additional items:

- Dealing with Planning Applications;
- Licensing of Sex Shops;
- Town Hall Fees and Charges;
- Town Hall Best Value Review;
- Community Centres Best Value Review;
- Leisure Centres Investment - Major Project Appraisal.

The meeting commenced at 9 am and finished at 9.57 am.