

# EXECUTIVE BOARD

## A G E N D A

**Date: Monday 4 April 2005 at 9.00 am**

**Venue: Old Library Room, Town Hall**

### **Membership as at 8 March 2005**

Alex Hollingsworth (Leader)

Bill Baker (Deputy Leader)

Susan Brown

Maureen Christian

Mary Clarkson

Dan Paskins

John Tanner

Ed Turner

Alan Armitage

Sushila Dhal

### **Portfolio**

Financial Stability and Asset  
Management

Corporate Governance and  
Procurement

Crime and Community Safety

Culture, Events and Tourism

Local Environment (including  
Development Control)

Social Inclusion

Performance and Service Quality

Strategic Planning, Housing and  
Economic Development

Without Portfolio

Without Portfolio

### *Staff Contacts:*

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*Write to Town Hall, Blue Boar Street, Oxford OX1 4EY*

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The quorum of the Executive Board is three members. No substitutes are permitted.

## **Declaring Interests**

### **What interests do I need to declare in a meeting?**

As a first step you need to declare any personal interests you have in a matter. You will then need to decide if you have a prejudicial interest in a matter.

### **What is a personal interest?**

You have a personal interest in a matter if that matter affects the well being or financial position of you, your relatives or your friends more than it would affect other people in the Council's area. A personal interest can affect you, your relatives or your friends positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests which you must register.

### **What do I need to do if I have a personal interest in a matter?**

You must declare it when you get to the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

### **Can I stay in a meeting if I have a personal interest?**

You can still take part in the meeting and vote on the matter unless your personal interest is also a prejudicial interest.

### **What is a prejudicial interest?**

A prejudicial interest is one which a member of the public who knows the relevant facts would reasonably think is so significant that it is likely to affect your judgement of the public interest.

### **What is not a prejudicial interest?**

The Code of Conduct sets out a small number of exceptions. Check with the Monitoring Officer if you are in any doubt.

### **What do I need to do if I have a prejudicial interest?**

If you have a prejudicial interest in a matter being discussed at a meeting, you must leave the room. You cannot take part in discussions on that matter or try improperly to influence anyone's decision on the matter.

**PART I**  
**PUBLIC BUSINESS**

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST**

Members are asked to declare any personal or personal and prejudicial interests they have in any of the following agenda items. Guidance on this is set out above.

**3. PUBLIC QUESTIONS**

Executive Board Procedure Rule 13(iii) - At the discretion of the Executive Board, members of the public may ask questions about issues set out on the agenda, subject to having registered with the Chief Executive their wish to speak, and the subject matter of the question, by 2.00 pm on the working day before the meeting.

Procedure Rule 13(iii) says that the Executive Board may hear questions for up to a maximum of 15 minutes. There is no provision for the terms of the Procedure Rule to be suspended.

**4. SCRUTINY RECOMMENDATIONS AND REPORTS**

Reports and recommendations of Scrutiny Committees

**5. CORNMARKE STREET RECONSTRUCTION SCHEME**

Report of the Joint Oxford City and Oxford County Council Scrutiny Review Group

Recommendations from the Oxford County Council Corporate Governance Scrutiny Committee and the City Council's Finance Scrutiny Committee are also attached at pages 45 and 47 respectively.

**6. RECOMMENDATIONS OF THE HOUSING ADVISORY BOARD**

The Democratic Services Manager will report any recommendations arising from the meeting of the Housing Advisory Board on 23 March 2005.

**7. DISTRICT AUDITOR'S LETTER DECEMBER 2004 – RESPONSE TO**

## **SECTION 11 NOTICES**

Report (attached) of the Strategic Director, Finance and Corporate Services

**8. PROPERTY, COMMUNITY CENTRES, LEISURE AND PARKS  
PROGRAMME OF BUILDING WORKS 2005/06**

Report (attached) of the Built Environment Business Manager

(The report has been seen by Area Committees. There are no direct recommendations to the Board, but comments made by two of the Area Committees are appended at page 13 for information.)

**9. CONSULTATION ON THE DRAFT SOUTH EAST PLAN, INCLUDING THE  
CHAPTER ON THE CENTRAL OXFORDSHIRE SUB-REGION**

Report (attached) of the Planning Services Business Manager

**10. CONFIRMING THE DISTINCTION BETWEEN EXECUTIVE AND  
REGULATORY FUNCTIONS OF THE COUNCIL**

Report (attached) of the Planning Services Business Manager

**11. AREA DEVELOPMENT FRAMEWORK FOR THE WEST END**

Joint report (attached) of the Strategic Director, Physical Environment (Oxford City Council) and the Assistant Chief Executive (Oxfordshire County Council)

**12. LOCAL AIR QUALITY MANAGEMENT - DETAILED ASSESSMENT**

Report (attached) of the Environmental Health Business Manager

**13. OXFORD SAFER COMMUNITIES PARTNERSHIP CRIME AND DISORDER  
REDUCTION STRATEGY 2005-08**

Report (attached) of the Strategy and Review Business Manager

**14. LAND CHARGES FEES**

Report (attached) of the Interim Legal and Democratic Services Business Manager

**15. ROSE HILL AND LITTLEMORE SURESTART LIMITED – EXTENSION OF CONTRACT**

Report (attached) of the Neighbourhood Renewal Business Manager

**16. MEMORIAL INSPECTION PROGRAMME**

Report (attached) of the Leisure and Parks Business Manager

**17. COUNCIL MOTION: CLEANING UP OUR STREETS - CHEWING GUM**

The Interim Legal and Democratic Services Business Manager has submitted a motion (attached) that was approved at Council on 7 March 2005.

**18. AREA COMMITTEE RECOMMENDATIONS**

Recommendations (attached) arising from meetings of Area Committees

**19. PORTFOLIO HOLDER QUESTIONS**

There are no such questions for the Board to consider

**20. DECISIONS TAKEN IN THE BEST INTERESTS OF THE COUNCIL**

The Planning Services Business Manager has submitted a pro forma (attached) concerning a decision taken in respect of an amendment to the Local Development Scheme 2005/08. The Board is asked to note the decision taken under Delegated Power 28.

**21. FUTURE BUSINESS**

List (attached) of future agenda items contained in the Forward Plan, published on 17 March 2005, compiled by the Interim Legal and Democratic Services Business Manager

**22. MINUTES**

Meeting of the Board held on 28 February 2005 (attached)

## **23. MATTERS EXEMPT FROM PUBLICATION**

If the Board wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Board to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Part I of Schedule 12A of the Act.

**PART II**

**MATTERS EXEMPT FROM PUBLICATION**

**C1.**