

EXECUTIVE BOARD

Monday 8 August 2005

COUNCILLORS PRESENT: Councillors Baker (Vice-Chair), Armitage, Brown, Muir, Paskins, Tanner and Turner.

OFFICERS PRESENT FOR THE WHOLE OF THE MEETING: Caroline J Bull (Chief Executive), Sharon Cosgrove, Michael Lawrence and Mark Luntley (Strategic Directors), Penny Gardner (Financial and Asset Management Business Manager), Jeremy Thomas (Head of Legal and Democratic Services), Brenda Lammin (Legal and Democratic Services Business Unit) and Louisa Dean (Media and Communications).

OFFICERS PRESENT FOR PART OF THE MEETING: Janet Banfield, Pat Jones and Andrew Davies (Strategy and Review Business Unit), Paul Warters (Revenues and Benefits Business Manager), Nicky Atkin (Business Systems Business Unit), Mark Jaggard and Lyn Lawrence (Planning Services Business Unit), and John Hill (Built Environment Business Manager).

56. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Hollingsworth (Chair) Brown, Clarkson and Dhall.

57. DECLARATIONS OF INTEREST

Councillor Muir declared a personal and prejudicial interest in the use of ground floor accommodation at Hinksey Pool because he was about to be appointed as a trustee to one of the organisations referred to in the report (minute 66) and he withdrew from the meeting during the consideration of that item.

58. PUBLIC QUESTIONS

Councillor Sellwood asked the following question in accordance with Procedure Rule 13(iii).

Alcohol Free Zones

Would the Portfolio Holder clarify her understanding of the precise nature of the 'Alcohol Free Zone' legislation?

Does it ban drinking in the zone entirely, does it ban drinking once asked to cease by a police officer, or does it ban anti-social behaviour caused by drinking?

Could she further explain what steps will be taken to clarify the position for the police, members of the council, and the general public?

Response from the Councillor Baker and the Head of Legal and Democratic Services

At the request of Councillor Baker the Head of Legal and Democratic Services explained that the effect of the designation was to enable a Police Officer to require a person not to consume alcohol or to surrender it. Failure to comply with such a requirement would be a criminal offence. The designation could not, by itself, prevent drinking or anti-social behaviour caused by drinking.

Councillor Brown, Portfolio Holder for Crime and Community Safety, was on holiday and it was agreed that a written response to the second part of the question would be provided upon her return.

59. SCRUTINY COMMITTEE RECOMMENDATIONS AND REPORTS

The Head of Legal and Democratic Services submitted recommendations (previously circulated and now appended) of Scrutiny Committees.

Resolved to note that the Housing Scrutiny Committee had established a small working group to review the circumstances leading to the publication of the "Real Facts" leaflet, in accordance with the Council motion.

60. CORNMARKE T RECONSTRUCTION SCHEME JOINT SCRUTINY REVIEW: RESPONSE AND ACTION PLAN

The Strategic Director, Physical Environment, submitted a report (previously circulated and now appended).

Resolved to endorse the joint response of Oxfordshire County Council and Oxford City Council and the implementation of the Action Plan, as set out in the appendix to the report.

61. COUNCIL MOTIONS

The Head of Legal and Democratic Services submitted two motions (previously circulated and now appended) agreed at the Council meeting on 20 June 2005 and referred to the Board for action.

Resolved that: -

- (1) the Strategic Director, Physical Environment submit a report to the next meeting on the financial implications of abolishing or reducing the £5 charge for replacement of lost or stolen Slice Cards;

- (2) the relevant Portfolio Holder write to the Department of Transport urging that the additional £350 million funding for concessionary bus travel be allocated in such a way that it did not penalise Oxford City Council for having historically provided a much more extensive concessionary bus fare scheme than that of many other local councils;
- (3) the Head of Legal and Democratic Services be requested to put procedures in place to ensure that, where necessary, a report setting out any financial or other implication is submitted to the Board with Council motions, in order to avoid any unnecessary delays.

62. DISCRETIONARY HOUSING PAYMENTS

The Revenues and Benefits Business Manager submitted a report (previously circulated and now appended).

Resolved that -

- (1) the policy and procedures, as set out in the report, for the allocation of discretionary housing payments be adopted
- (2) the Revenue and Benefits Business Manager be authorised to spend up to £107,722 on discretionary housing payments, with any expenditure above £57,722 to be met from the appropriate housing budget;
- (3) the Revenues and Benefits Business Manager be requested to circulate a briefing note to all Councillors to assist them in giving accurate information and advice to their constituents.

63. IMPLEMENTING ELECTRONIC GOVERNMENT (IEG) 4.5 SUBMISSION

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

Resolved that: -

- (1) the progress that Oxford City Council had made towards the Implementing Electronic Government deadline be welcomed;
- (2) the Oxford City Council Implementing Electronic Government Return 2005 Mid Term (IEG 4.5) be approved for submission

64. STATEMENT OF COMMUNITY INVOLVEMENT

The Planning Services Business Manager submitted a report (previously circulated and now appended). The Board also considered comments of the Area

Committees, together with officer responses.

Resolved that: -

- (1) the draft Statement of Community Involvement (SCI) be approved for public consultation and that the following points raised at the meeting be also incorporated
 - consultations about facilities or measures to be included in S106 agreements are to be carried out widely at an early stage, and planning officers to encourage applicants to include consideration of such measures in public consultations prior to applications being submitted;
 - list development guidelines on a site specific policies as an example of a type of Supplementary Planning Document;
 - include an additional paragraph in respect of early dialogue between members and planning officers prior to reports being prepared on controversial applications, such consultations to be conducted so that Members comply with their duty not to predetermine or be seen to be predetermining individual applications;
- (2) the Planning Policy Manager, in consultation with the Environment Portfolio Holder, be authorised to amend the text in accordance with resolution (1) above and to make any necessary editorial corrections;
- (3) the East Area Parliament recommendation that the Board should write to the Government regarding centralised planning processes be not agreed
- (4) the officers be thanked for their excellent report and draft consultation document.

65. APPROVAL OF THE AMENDED MEMORANDUM OF UNDERSTANDING FOR THE OXFORDSHIRE WASTE PARTNERSHIP

The City Works Business Manager submitted a report (previously circulated and now appended).

Resolved that: -

- (1) the modified Memorandum of Understanding, as set out in Appendix 1 to the report be endorsed and supported
- (2) the principles of the Memorandum of Understanding be supported and that the Environment Portfolio Holder and relevant officers be authorised to work with partners to achieve the goals set out in Appendix 1;
- (3) regular updates on the progress of the Partnership be received through

the Environment Portfolio Holder and relevant officers, and that any significant change in the City Council's operations be submitted to the Executive Board prior to any formal agreement;

- (4) the Environment Portfolio Holder sign the Memorandum of Understanding on behalf of Oxford City Council, and that it be countersigned by the Chief Executive (or her nominee)

66. USE OF HINKSEY POOL GROUND FLOOR ACCOMMODATION

The Financial and Asset Management Business Manager submitted a report (previously circulated and now appended).

Resolved that: -

- (1) the occupation of the refurbished premises by the organisations referred to in the report (Lake Street Playgroup, the Oxford Sub Aqua Club and the Hinksey Sculling Club and a Parks Office) be approved
- (2) a supplementary budget estimate to increase the Grants Budget for 2005/06 by a maximum of £6,000 to cover the organisations' liability for rates and running costs be approved;
- (3) a budget provision of £6,000 be made in 2006/07 to 2009/10 to fund occupation of the building for 5 years in total;
- (4) the full rent be charged to the organisations and that a grant be awarded to cover the rent in order to enable occupation at nil cost to the organisations in accordance with standard Council policy.

67. APPOINTMENTS TO OUTSIDE BODIES

The Head of Legal and Democratic Services submitted a report (previously circulated and now appended).

Resolved that: -

- (1) representatives be not appointed to the following organisations: -
 - Old Fire Station Advisory Committee
 - Oxford Sporting Facilities Trust
 - Oxford Stage Company
 - Oxford Unemployed Workers and Claimants Union
 - Oxford Women's Training Scheme Management Committee
 - Oxfordshire Carers' Forum
 - Oxfordshire Play Association
 - Parasol Project Management Committee
 - Relate Oxfordshire

- Safe Disposal of Sharps Working Group
 - Workers Education Association Thames and Solent District Committee
- (2) that representation on the Oxford Airport Consultative Committee (Councillor Armitage), Oxford Sports Council (Councillors Armitage and Paskins) and Oxfordshire Buildings Trust (Councillor Hollander) continue;
 - (3) the list of appointments to outside bodies, as set out in the Appendix to the report be approved subject to it being amended that Councillor Clarkson was appointed to the Oxford and District Sports and Recreation for the Disabled (OXSRAD) as a ward member and not in her capacity as Portfolio Holder;
 - (4) it be noted that Staying Put and Thames Business Advice Centre no longer required representation and had therefore been removed from the list;
 - (5) Councillor Beer be appointed to the Oxford Leon Trust.

68. AREA COMMITTEE RECOMMENDATIONS

The Head of Legal and Democratic Services submitted recommendations from Area Committees (previously circulated and now appended).

Resolved that: -

- (1) further to minute 36 of the Cowley Area Committee concerning a request for a timetable of when various strategies would be coming to Area Committees for consultation, it be noted that the draft Community Centre Strategy would be going to the Area Committees in the autumn following prior consultation with Community Associations, an assessment had been commissioned in respect of the Open Spaces Strategy and consultation would begin in the autumn, and that the Strategy and Review Business Manager would circulate a timetable for consultation on the Playing Pitches Strategy and other related strategies making up the Strategic Framework for Leisure;
- (2) further to minute 51 of the East Area Parliament concerning a review of Alcohol Free Zones (AFZs) and on consideration of an oral report of comments from the South East Area Committee on 1 August 2005, the review of AFZs be requested to include consideration of the extension of the East Oxford AFZ to a much wider area including Iffley Road, and the establishment of a new AFZ in the parade of shops in Rose Hill.

69. PORTFOLIO HOLDER QUESTIONS

There were no Portfolio Holder questions and responses for the Board to consider.

70. DECISIONS TAKEN IN THE BEST INTERESTS OF THE COUNCIL

The Head of Legal and Democratic Services submitted pro-formas (previously circulated and now appended) relating to (a) a decision taken by the Transport and Parking Business Manager, in respect of a variation to a decision of the Board to provide trolleys and advertising at Gloucester Green, and (b) a decision taken by the Financial and Asset Management Business Manager, in respect of approval of a one year contract for cash van provision.

Resolved that the decisions taken be noted

71. FUTURE BUSINESS

The Head of Legal and Democratic Services submitted a list (previously circulated and now appended) of future agenda items.

Resolved that the following amendments to the items listed below be noted: -

Rescheduled items

Councillor Turner/Strategic Director, Housing Health and Community – Major Project Approvals for Rose Hill, Butterwort Place and Internal Housing Enabling Function and the Registered Social Landlords Partnership

Councillor Turner – Funding for Adaptation Works for Disabled Persons

Councillor Muir – Property Portfolio Review of Backlog

Additional items

Councillor Paskins - Pathways Project, Slice Cards Replacement Charges and Social Inclusion Strategy.

72. MINUTES

Resolved that the minutes (previously circulated) of the Board dated 20 July 2005 be agreed as a correct record.

The meeting began at 9.15 am and ended at 10.35 am.