

EXECUTIVE BOARD

Monday 10 October 2005

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

OFFICERS PRESENT FOR THE WHOLE OF THE MEETING: Caroline J Bull (Chief Executive), Sharon Cosgrove and Michael Lawrence (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).

OFFICERS PRESENT FOR PART OF THE MEETING: Pat Jones and Andrew Davies (Strategy and Review Business Unit), Michael Crofton-Briggs (Planning Services Business Unit), Dennis Boobier and Dave Scholes (Housing Services Business Unit), Steve Northey (Neighbourhood Renewal Business Unit), Chris Pyle (Oxford Building Solutions Business Unit), John Kulasek and Hugh Ferris (Financial and Asset Management Business Unit), and Louisa Dean (Media and Communications).

100. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Paskins.

101. DECLARATIONS OF INTEREST

Councillor Clarkson declared a personal and prejudicial interest in the item on Conservation Area Appraisals (minute 104) because she lived in a conservation area within the city of Oxford that was currently the subject of a planning application.

Councillors Armitage and Sellwood declared personal interests in the item on Conservation Area Appraisals (minute 104) because they lived in a conservation area within the city of Oxford.

Sharon Cosgrove and Penny Gardner declared interests in the item on Conservation Area Appraisals (minute 104) because they lived in a conservation area within the city of Oxford.

101. PUBLIC QUESTIONS

Councillor Goddard asked the following question in accordance with Procedure Rule 13(iii):

Question

With reference to the consultation on housing numbers in Oxfordshire under the South East Plan: -

- (a) I note that SEERA only seeks the advice of Principal Authorities (County and Unitary Councils) so how can we ensure that this Council's views are known and carry weight?
- (b) The numbers of new homes quoted in a report to the Board in November 2003 and those quoted in this report appear inconsistent. Can you clarify the total number of new homes proposed in and around the city of Oxford and also say what new studies have provided evidence for sustainability of the proposals?

Response (from Councillor Hollingsworth)

- (a) The Council's views will be sent to the Regional Assembly of Planning Officers, and they will also be forwarded to GOSE. This was done for a similar consultation quite recently and there was a positive response. Our views appeared on the agenda when SEERA considered the consultation response.
- (b) The numbers quoted covered different timescales. The November 2003 report covered the period 2001-2016 and the current consultation covers the period up to 2026. According to the Oxford Local Plan 2001-2016 there will be 7,200 homes built in the City's administrative area. The County Council's consultation document covered 10 years more and proposed a further 2,700 homes in the City's administrative area – a total of 9,900 new homes. There were 10,000 additional new homes to be distributed on greenfield sites in central Oxfordshire and this Council was proposing that a large proportion of them should be built on the edge of the City of Oxford as this was considered to be the most sustainable location.

There had been no detailed analysis of the sustainability of particular sites on the edge of the City, nor had such studies been carried out on the urban extensions to Bicester or Didcot, or sites in the south of the county. This was a strategic level consultation. Such studies would be carried out at the outline planning stage.

Councillor Goddard asked a supplementary question concerning the need for adequate infrastructure for any new development, including education and community facilities. Councillor Hollingsworth said there was an assumption in the consultation that any development would come with the necessary infrastructure and he would be pressing for that to happen through the Regional Planning Committee.

102. SCRUTINY COMMITTEE RECOMMENDATIONS AND REPORTS

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

Resolved that: -

- (1) further to Minute 59 of the Housing Scrutiny Committee concerning signage on the outside of void properties: -
 - (a) concern be expressed at any suggestion to publicise details of individual void properties;
 - (b) officers be asked to use their discretion to achieve a sensible balance in respect of the information to be provided, and to carefully monitor the effects of any changes to existing procedures;
- (2) further to minute 26 of the Finance Scrutiny Committee concerning the Revenues and Benefits service update on performance, improvement plans, running costs, local cost of benefits and proposals for the future, the recommendations be noted and officers and portfolio holders be asked to take them into account during preparation of forthcoming reports;
- (3) minute 30 of the Finance Scrutiny Committee concerning the summary of area consultation on the Property Review be noted and endorsed:
- (4) further to minute 34 of the Finance Scrutiny Committee concerning the Cornmarket Review response it was noted that a review of the Public Realm Strategy was underway, and the Environment Portfolio Holder and the Strategic Director, Physical Environment, were requested to liaise with Scrutiny Committee Chairs to establish how best to involve the relevant Scrutiny Committee in the process.

103. LIFT STRATEGIC SERVICE DEVELOPMENT PLAN: SECOND EDITION

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

Resolved that the second edition of the Strategic Service Development Plan of the Local Improvement Finance be approved subject to: -

- (a) clarification in the text that the City Council's partnering agreement was on a non-exclusivity basis;
- (b) minor amendments to the wording in respect of the City Centre scheme to make it clear that no decision had been made on whether it would be on a single site or over several sites;
- (c) checking of the accuracy of the Locality Profiles, particularly in respect of

the Central and South West Area.

104. CONSERVATION AREA APPRAISALS: PROCESS AND PROGRAMME

The Planning Services Business Manager submitted a report (previously circulated and now appended). The Board also considered the comments of Area Committees as set out in Appendix 5 of the report.

Resolved that: -

- (1) the aims and objectives of conservation area appraisals be noted and endorsed;
- (2) the consultation proposals and process be endorsed;
- (3) the priorities, as set out in Table 1 (paragraph 8.3 of the report) be agreed.

(Councillor Clarkson left the room while the above item was being considered and took no part in the discussion or vote.)

105. CONSULTATION ON NEW HOUSING TO 2026 IN OXFORDSHIRE UNDER THE SOUTH EAST PLAN

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

Resolved that the following comments be made to Oxfordshire County Council as the basis for the City Council's response to the public consultation on the housing distribution under the South East Plan -

- (1) no support be given to either Option 1 (focus on Bicester or Didcot) or Option 2 (focus on south of the County);
- (2) the alternative Option that should be promoted Urban Extension to Oxford, as it was considered that this was the most sustainable focus for new housing in central Oxfordshire;
- (3) a comprehensive review of Oxford's Green Belt was required, with an aim of creating a new and enduring boundary that met all the needs of the City.

(Councillor Armitage asked for his vote against the above resolution to be recorded in the minutes.)

(Councillor Hollingsworth left the room and Councillor Baker was in the Chair for minute 106.)

106. IMPLEMENTING CHOICE BASED LETTINGS IN OXFORD

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

Resolved that: -

- (1) the proposed project plan and timetable, as set out in section 5 of the report be approved;
- (2) Major Project Approval be granted for the project subject to Council agreeing the funding;
- (3) a supplementary budget estimate be agreed for 2005/06 of £31,500 from the General Fund and £6,000 from the Housing Revenue Account;
- (4) Council be RECOMMENDED to agree: -
 - (a) a supplementary budget estimate for 2006/07 of £163,000 from the General Fund and £31,000 from the Housing Revenue Account and that the proposed expenditure be included in the budget cycle for 2006/07;
 - (b) a supplementary budget for 2007/08 of £82,300 from the General Fund and £15,700 from the Housing Revenue Account and that the proposed expenditure be included in the budget cycle for 2007/08;
- (5) it be noted that the key issues identified in section 3 of the report would require further consideration.

(Councillor Hollingsworth was back in the Chair for minutes 107 to 114.)

107. VAT AND PROVISIONS IN ACCOUNTS

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

Resolved that: -

- (1) it be agreed that a provision of £270,000 for VAT, as set out in section 2 of the report, be retained in the accounts until at least 2008;
- (2) the additional information on accounting provisions, as set out in section 3 of the report, be noted;
- (3) if it became clear that if the provision of £2,276,000 for potential repayment of Housing Benefits relating to homelessness schemes was no longer necessary, the funding should be transferred into the capital programme.

108. REVENUES AND BENEFITS: IMPROVED COLLECTION RATES

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

Resolved that the report be noted and it also be noted that it would be helpful if future Revenues and Benefits Business Unit Budgets showed the links between actual spending and any savings that had been made.

109. OPTIONS FOR TWO TENANTED PROPERTIES

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

Resolved that it be agreed that: -

- (1) properties A (Barton) and B (Iffley Fields) be disposed of on the open market;
- (2) sale receipts from the above property disposals be allocated to the HRA Capital Programme to help meet the Decent Homes targets.

110. REDEVELOPMENT OF BUTTERWORT PLACE, BLACKBIRD LEYS – MAJOR PROJECT APPROVAL AND LAND DISPOSAL CONSENT

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

Resolved that:

- (1) Major Project Approval be granted for development of 11 family houses for affordable rent at Butterwort Place, Blackbird Leys;
- (2) Catalyst Housing Group be approved as the development partner for the scheme;
- (3) disposal of the land, as shown on the plan appended to the report, to Catalyst Housing Group be approved on the terms agreed in principle by the Executive Board on 11 June 2005, subject to the approval of the Strategic Director, Housing, Health and Community following advice from the Housing Advisory Board;
- (4) the Neighbourhood Renewal Business Manager and the Head of Legal and Democratic Services be authorised to negotiate the detailed terms for disposal of the land and to complete the transfer of the land.

111. AREA COMMITTEE RECOMMENDATIONS

The Head of Legal and Democratic Services submitted recommendations from Area Committees.

Resolved: -

- (1) further to minute 75 of the Central South and West Area Committee concerning residential boat moorings at Tumbling Bay: -
 - (a) the Area Committee be advised that policies on residential moorings were included in the revised Oxford Local Plan 2001-2016, and that allocation of moorings on land owned by the Council should be consistent with the “waiting list” system operated by British Waterways or other organisations as appropriate;
 - (b) if the Area Committee was minded to request the Planning Policy Unit to add “Residential Moorings” to the list of Local Development Documents to be prepared in respect of the Local Development Framework, it should consider that in the context of the existing workload and priorities of the Planning Policy Unit;
- (2) further to minute 78 of the Central, South and West Area Committee concerning Car Free Day it be agreed that “In Town without my Car” should be incorporated into both the Council’s events and sustainability programmes;
- (3) further to minute 84 of the Central, South and West Area Committee concerning the Story Museum: -
 - (a) the Strategic Director, Physical Environment, be asked to nominate an officer to submit a report to a future meeting of the Board on possible support for the Story Museum, and setting out how it fitted in with wider Museum initiatives;
 - (b) in accordance with the Council’s policy not to subsidise accommodation costs, it was suggested that an application for grant aid could be made through the normal channels.

112. PORTFOLIO HOLDER QUESTIONS

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

(Councillor Hollingsworth left the meeting at this point and Councillor Baker was in the Chair for minutes 112 to 121)

113. DECISIONS TAKEN IN THE BEST INTERESTS OF THE COUNCIL

There were no such decisions for the Board to consider.

114. FUTURE BUSINESS

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

Resolved that: -

(1) the following changes and addition to the list of future items be noted:

- Recycling Review – moved from 7 November to 5 December
- Rose Hill Redevelopment – now coming on 7 November
- Redevelopment of Garage Sites – now coming on 7 November
- Funding adaptation works for disabled people – delayed, no date given
- Tendering for home improvement services – delayed, no date given
- Story Museum – item to be added (minute 111)

(2) in response to the concerns raised by Councillor Armitage regarding the number of items listed for the current meeting of the Executive Board which had failed to appear on the agenda, it be noted that Councillor Hollingsworth had agreed the need to review the items listed in the Forward Plan.

115. MINUTES

Resolved that the minutes (previously circulated) of the Board dated 12 September 2005 be agreed as a correct record.

116. MATTERS EXEMPT FROM PUBLICATION

Resolved that: -

(1) 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 described in specific paragraphs of Part 1 of Schedule 12A of the Act.

| <u>Item</u> | <u>Reason for exemption</u> | <u>Minute No</u> |
|-------------|--|------------------|
| C1 | Annex to the report only - details of disposal terms under negotiation | 118 |

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|----|--|-----|
| C2 | details of business affairs of a person other than the authority | 119 |
| C3 | details of disposal terms under negotiation | 120 |
| C4 | details of disposal terms under negotiation | 121 |

- (2) that the main report of item C1 be released from confidentiality so that only the Annex to the report remained exempt from publication.

117. SALE OF HOSTELS

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

Resolved that: -

- (1) acceptance of the best offer received for each property referred to in the report be approved, and that the capital receipt obtained from the sales be ring-fenced to be used to bring existing Council owned stock up to the Decent Homes Standard;
- (2) in the event the original “best offer” does not complete, the Financial and Asset Management Business Manager be authorised to proceed with a sale at a best price at or above the guide price;
- (3) capital receipts obtained from the sales be ring fenced and used to bring existing Council owned stock up to the Decent Homes Standard.

118. SALE OF HOSTELS

The Financial and Asset Management Business Manager submitted a confidential annex (previously circulated and now appended) to the report referred to in minute 117

Resolved that the confidential annex be noted.

119. UNIT 44/45 COVERED MARKET

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

Resolved that officers be authorized to negotiate the terms of assignment and the proposed change of use of Units 44-45, Covered Market, from “sale of soups, noodles, hot and cold drinks for consumption on or off the premises. Breads as an accompaniment to soups only, not to be sold separately or filled. Recognised or traditional accompaniments to noodle based soups, not to be offered or sold as

stand alone products. Prepared salads for consumption on the premises only, no sandwiches and no packaged salads for takeaway” to “sale of nuts, dried fruit, spices, cereal, chocolate covered dried fruit and nuts, grain, honey and seed products, with (but on a strictly ancillary basis only) culinary and other associated products and gifts including pre-packaged dried fruit assortment trays and confectionery, herbs, spices, oils and kitchen utensils, all for consumption off the premises”.

120. OPTIONS FOR TWO TENANTED PROPERTIES

The Oxford Building Solutions Business Manager submitted a confidential annex (previously circulated and now appended) to the report referred to in minute 109.

Resolved that the confidential annex be noted.

121. REDEVELOPMENT OF BUTTERWORT PLACE, BLACKBIRD LEYS – MAJOR PROJECT APPROVAL AND LAND DISPOSAL CONSENT

The Neighbourhood Renewal Business Manager submitted a confidential annex (previously circulated and now appended) to the report referred to in minute 110.

Resolved that the confidential annex be noted.

The meeting began at 9.15 am, the press and public were excluded at 12.40 pm, and the meeting ended at 12.45 pm.