

# EXECUTIVE BOARD

Monday 7 November 2005

**COUNCILLORS PRESENT:** Councillors Hollingsworth, Baker (Vice-Chair), Armitage, Brown, Clarkson, Paskins, Sellwood, 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), Louisa Dean (Media and Communications) and Brenda Lammin (Legal and Democratic Services Business Unit).

**OFFICERS PRESENT FOR PART OF THE MEETING:** Andrew Davies (Scrutiny Officer), Mark Jaggard and Lyn Lawrence (Planning Services Business Unit), David Tucker and Jackie Hunt (Leisure and Parks Business Unit), Val Johnson, Stuart Moran and Steve Northey (Neighbourhood Renewal Business Unit), Paul Warters (Revenues and Benefits Business Manager), Ian Barret (Customer Services Business Manager), John Kulasek and Martin Lyons (Financial and Asset Management Business Unit).

## 122. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Muir.

## 123. DECLARATIONS OF INTEREST

Councillor Baker declared a personal interest in the item on Commercial Rents (minute 127) because he was a member of the Oxford and District Indoor Bowling Centre, which was referred to in the appendix to the report.

Councillor Turner declared a personal interest in the item on redevelopment of Rose Hill (minute 132) because he was a Council appointed member of the Oxford Citizens' Housing Association (OCHA) Board.

Councillor Sellwood advised that he had been a member of the Strategic Development Control Committee when the application for outline planning permission for redevelopment of Rose Hill had been determined (minute 132).

## 124. PUBLIC QUESTIONS

No questions were asked in accordance with Procedure Rule 13(iii).

## **125. 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) to note the comments of the Finance Scrutiny Committee regarding concern at the lack of progress with arrangements for carrying out the review of Leisure Services and that a briefing meeting had been held to update members on progress;
- (2) further to minute 38 of the Environment Scrutiny Committee concerning climate change to: -
  - (a) note that CO<sub>2</sub> emissions from Council buildings were already being monitored;
  - (b) agree that a quotation be sought for a GIS model to monitor energy emissions across the city;
  - (c) note that provision of an education programme on the importance of energy conservation being extended to all Council tenants and residents could be considered by party groups as part of the forthcoming budget setting process.

(Councillor Sellwood asked that his abstention from the vote on the above resolution be recorded in the minutes.)

## **126. TACKLING DRUGS**

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

Resolved that the motion agreed at Council on 3 October 2005 be noted and the proposed way forward, as set out in the report, be endorsed.

## **127. COMMERCIAL RENTS**

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

Resolved that: -

- (1) the comments of the Section 151 Officer, as set out in paragraphs 7.1 to 7.4, be noted;

- (2) having considered the comments of the Section 151 Officer and the Head of Legal and Democratic Services it be agreed that a blanket policy of rent refunds, as suggested in the Council motion on Economic Diversity, would not be effective in targeting help at those businesses which were suffering financial hardships and would not represent good value for money;
- (3) the Financial and Asset Management Business Manager be instructed to expedite completion of the remaining rent reviews and to collect the resulting rent;
- (4) the Financial and Asset Management Business Manager be requested to ensure that all future rent reviews are initiated in good time, and only in exceptional circumstances later than 6 months after the review date;

## **128. BUDGET OVERVIEW 2005/06 TO 2008/09**

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

Resolved that: -

- (1) the report, and the position for General Fund, Housing Revenue Accounts and the Capital Programme, be noted;
- (2) in respect of those Big Savings for 2005/06 and 2006/07 which had not been achieved, Strategic Directors in consultation with Portfolio Holders be instructed to submit, as a matter of urgency, explanations as to why the savings had not been met along with alternatives;
- (3) a cross-party panel of members be set up to meet with the Senior Management Board as a working group to look at budgets for future years, and to note that Business Managers were expected to take all necessary steps to ensure that they maintained services within budget in the current financial year;
- (4) the Strategic Director, Physical Environment, be asked to report on her analysis of the implications, in relation to policy issues both narrow and broad, budgetary implications and service delivery, of the Council no longer carrying out Section 42 work, and the analysis be submitted to the Finance Scrutiny Committee as well as to the Executive Board;
- (5) the Strategic Director Finance and Corporate Services be asked to identify generic budget under-spends in Business Units equivalent to the gap between big spending and savings;
- (6) the Chief Executive and Strategic Directors be asked to provide information to enable Finance Scrutiny Committee to review high cost service areas and recommend to Executive Board any actions it

considers appropriate to improve efficiency and cost effectiveness;

- (7) the Finance Scrutiny Committee recommendation be noted in respect of underspendings not being used to meet the gap between Big Spendings and Big Savings and being used to fund Corporate Plan items as previously agreed by Council, and further clarification be sought on this recommendation;
- (8) the Strategic Director, Finance and Corporate Services and finance officers be thanked for their work in providing more accurate financial information which enabled Business Managers to improve budget planning and members to focus on priorities.

### **129. PROVISION OF COUNCIL TAX DEBT RECOVERY AND OUT OF HOURS TELEPHONE SERVICE**

The Revenues and Benefits and Customer Services Business Managers submitted a joint report (previously circulated and now appended).

Resolved that approval be given to the award of the contract for the provision of Council Tax debt recovery and out of hours services to Capita Business Services.

### **130. RING FENCING OF WASTE MINIMISATION/RECYCLING DEFRA FUNDING**

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

Resolved that: -

- (1) the continuing use of the Waste Performance and Efficiency Grant (WPEG) and any subsequent grants solely for the purpose of waste minimisation/recycling within Oxford City Council be approved;
- (2) the use of the WPEG and any subsequent grants for any future waste partnership arrangements be approved and the Strategic Director, Physical Environment, in consultation with the Environment Portfolio Holder be authorised to contribute part or the whole of that fund to any Oxfordshire Waste Partnership initiatives.

### **131. ANNUAL MONITORING REPORT**

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

Resolved that.

- (1) the Annual Monitoring Report be approved for submission to the Secretary of State;
- (2) the Planning Policy Manager be authorised to alter the text to make any necessary editorial corrections prior to publication;
- (3) the ongoing dialogue with the Universities on issues relating to the future student accommodation requirements of the Universities be endorsed, and the positive contribution that the academic institutions make to the City of Oxford be noted. It was also requested that a dialogue be opened with the students union and that consideration should be given to accommodation for University staff.

### **132. ROSE HILL REDEVELOPMENT – MAJOR PROJECT APPROVAL**

The Neighbourhood Renewal Business Manager submitted a report (previously circulated and now appended). The Board also considered the comments of the Housing Scrutiny Committee on 31 October 2005.

Resolved that: -

- (1) Major Project Approval be granted for the development of 254 dwellings as a mix of housing for sale and affordable housing;
- (2) the addition of 44 Nowell Road and the garage site at Rivermead Road to the scheme be approved;
- (3) the procurement of the scheme be approved as set out in the report, the officers be instructed to proceed to a conclusion on the selection of the Developer partner for the scheme, and the Strategic Director, Housing, Health and Community, be authorised to enter a Development Agreement with the Oxford Citizens' Housing Association (OCHA) and the Developer Partner, and to progress the scheme as agreed more generally;
- (4) the disposal of the land owned by the Council, as set out in Section 6 of the report, be approved in principle;
- (5) grant funding from the Council of up to £1,00,000 for the affordable housing be approved;
- (6) the use of capital receipts from the sale of 44 Nowell Road be used to bring existing Council owned stock up to the Decent Homes Standard;
- (7) additional capital expenditure totalling £236,000, as set out in Section 8 of the report, be approved;
- (8) the Strategic Director, Housing, Health and Community, be authorised to use compulsory purchase powers, if necessary, to progress the acquisition of key owner-occupied properties.

### **133. REDEVELOPMENT OF COUNCIL OWNED GARAGE SITES – MAJOR PROJECT APPROVAL**

The Neighbourhood Renewal Business Manager submitted a report (previously circulated and now appended). The Board also considered the comments of the Housing Scrutiny Committee on 31 October 2005.

Resolved that:

- (1) Major Project Approval be granted for the development of the five former garage sites at Holland Place, Kestrel Crescent, Kempson Crescent, Periwinkle Place and Boundary Brook, and one former play area at Dynham Place, for affordable housing;
- (2) Warden Housing Association (as part of the Home Group Limited group structure) be approved as the development partner for the scheme;
- (3) approval be given to the disposal of the sites listed in Section 3.2 of the report to Home Group Limited freehold with vacant possession at nil cost in accordance with Contract Procedure Rule 9;
- (4) the Neighbourhood Renewal Business Manager and the Head of Legal and Democratic Services be authorised to negotiate the detailed terms for the disposal of the land referred to in resolution (3) above and to complete the transfer of the land;
- (5) Council be RECOMMENDED to vire £400,000 in developer contributions to a new scheme identified as Phase 1 Garage Sites Redevelopment, comprising the sites at Holland Place and Dynham Place;
- (6) the Housing Scrutiny Committee's request for a worked out plan for Phase 2 of the redevelopment of garage sites to be submitted to that Committee by the end of January 2006 be endorsed;
- (7) it be noted that the Strategic Director, Housing, Health and Community, would be liaising with local communities regarding the future of those garage sites that had been rejected for housing development.

### **134. REVIEW OF DELIVERY OF THE MUSEUM SERVICE**

The Interim Leisure and Parks Business Manager submitted a report (previously circulated and now appended).

Resolved that the Museum of Oxford will: -

- (1) remain open for 2006/07 and 2007/08;

- (2) contribute £15,700 towards the big savings in 2006/07, and £23,800 in 2007/08;
- (3) put in place a three year plan to increase income and reduce costs, demonstrating a continuous reduction in cost to the Authority whilst the longer term Town Hall project is developed and tested;
- (4) develop longer term plans to provide a more sustainable arrangement for the interpretation of the history of Oxford by investigating collaborative partnerships and alternative locations.

### **135. SALE OF 12 MARLBOROUGH ROAD**

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 12 Marlborough Road be approved, as detailed in the confidential appendix to the report, 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 to an alternative party at a best price at or above the guide price.

### **136. SALE OF 14-16 MATHER ROAD**

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 14-16 Mather Road be approved, as detailed in the confidential appendix to the report, 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 to an alternative party at a best price at or above the guide price;

### **137. HEADLEY WAY FORMER TOILETS**

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

Resolved that the redundant toilets at Headley Way be sold to the highest bidder, and if the purchase does not proceed the Financial and Asset Management Business Manager be authorised to proceed with a disposal at or above the last external valuation.

### **138. ODEON CINEMA, GEORGE STREET**

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

Resolved that: -

- (1) in accordance with Contract Procedure Rule 9.04 the Financial and Asset Management Business Manager be authorised to enter into negotiations for a long leasehold disposal of the Odeon Cinema to AXA Sun Life and, on completion of any redevelopment, to the surrender of this lease and the grant of a new lease to comprise the new building and Blocks A, B and D;
- (2) consultants be appointed to negotiate on the Council's behalf, the costs to be met by the prospective developer;
- (3) note that a further report would be submitted to the Board on negotiated terms for final approval, in accordance with Contract Procedure Rule 9.05.

### **139. AREA COMMITTEE RECOMMENDATIONS**

There were no recommendations from Area Committees for the Board to consider.

### **140. PORTFOLIO HOLDER QUESTIONS**

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

### **141. DECISIONS TAKEN IN THE BEST INTERESTS OF THE COUNCIL**

There were no such decisions for the Board to consider.

### **142. FUTURE BUSINESS**

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



Resolved that the list of future items be noted.

### **143. MINUTES**

Resolved that the minutes (previously circulated) of the Board dated 10 October 2005 be agreed as a correct record.

### **144. MATTERS EXEMPT FROM PUBLICATION**

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 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	information relating to the business affairs of a person other than the authority and details of terms for supply of goods or services	145
C2	details of contract terms under negotiation	146
C3	details of contract terms under negotiation	147
C4	details of disposal terms under negotiation	148
C5	details of disposal terms under negotiation	149
C6	details of disposal terms under negotiation	150
C7	details of proposed disposal terms	151
C8	information relating to the business affairs of a person other than the authority and details of terms for supply of goods or services	152

### **145. PROVISION OF COUNCIL TAX DEBT RECOVERY AND OUT OF HOURS SERVICE**

The Revenues and Benefits and Customer Services Business Managers submitted a confidential annex (previously circulated and now appended) to the report referred to in minute 129.

Resolved that the confidential annex be noted.

**146. ROSE HILL REDEVELOPMENT – MAJOR PROJECT APPROVAL**

The Financial and Asset Management Business Manager submitted a confidential annex (previously circulated and now appended) to the report referred to in minute 132.

Resolved that the confidential annex be noted.

**147. REDEVELOPMENT OF COUNCIL OWNED GARAGE SITES – MAJOR PROJECT APPROVAL**

The Financial and Asset Management Business Manager submitted a confidential annex (previously circulated and now appended) to the report referred to in minute 133.

Resolved that the confidential annex be noted.

**148. SALE OF 12 MARLBOROUGH ROAD**

The Financial and Asset Management Business Manager submitted a confidential annex (previously circulated and now appended) to the report referred to in minute 135.

Resolved that the confidential annex be noted.

**149. SALE OF 14-16 MATHER ROAD**

The Financial and Asset Management Business Manager submitted a confidential annex (previously circulated and now appended) to the report referred to in minute 136.

Resolved that the confidential annex be noted.

**150. HEADLEY WAY TOILETS - DISPOSAL**

The Financial and Asset Management Business Manager submitted a confidential annex (previously circulated and now appended) to the report referred to in minute 137.

Resolved that the confidential annex be noted.

**151. FORMER ODEON CINEMA - DISPOSAL**

The Financial and Asset Management Business Manager submitted a

confidential annex (previously circulated and now appended) to the report referred to in minute 138.

Resolved that the confidential annex be noted.

## **152. UNITS 123/127 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 123-127, Covered Market, from “men’s, women’s and children’s clothing” to “the sale of cakes, cake decorations and accessories, and confectionary goods associated with the sugarcraft and bakery trade” and authorize the Financial and Asset Management Business Manager to negotiate terms of the assignment and change of use accordingly.

The meeting began at 9.15 am, the press and public were excluded at 12.03 pm, and the meeting ended at 12.05 pm.