

# EXECUTIVE BOARD

Monday 16 January 2006

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

**OFFICERS PRESENT FOR PART OF THE MEETING:**

Pat Jones, Andrew Davies and Sam Parry (Strategy and Review Business Unit), Matthew Bates, Lorraine Freeman, Mark Jaggard, Lyn Lawrence, Sarah Linfield, Adrian Roche and Rachel Price (Planning Services Business Unit), David Tucker, Margaret Mernagh and John Wade, (Leisure and Cultural Services Business Unit), Dave Scholes, Dennis Boobier and Marianne Upton (Housing Services Business Unit), Trevor Dixon (Environmental Health Business Unit), Herbie Burwood and Nicky Atkin (Business Systems Business Unit), Val Johnson (Neighbourhood Renewal Business Manager), John Hill and John Bellenger (Built Environment Business Unit), Philip Dunsdon and Peter Dobson (City Works Business Unit) and John Kulasek (Financial and Asset Management Business Unit).

## 182. APOLOGIES FOR ABSENCE

There were no apologies for absence.

## 183. DECLARATIONS OF INTEREST

Councillors Armitage and Tanner declared personal interests in the Allotment Condition Survey because they worked allotments in Oxford (minutes 184 and 193).

The Strategic Director, Finance and Corporate Services declared that he was an allotment holder (minutes 184 and 193).

Councillors Brown and Hollingsworth declared personal and prejudicial interests on the item on expenditure of developer contributions in respect of recommendations on Jericho Community Centre because they lived adjacent to the Centre (minute 187).

Councillor Turner declared a personal and prejudicial interest in the item on Units 101 and 102 Covered Market because a friend had made written representations on the issue (minute 211).

## 184. PUBLIC QUESTIONS

The following questions (in summary) relating to minute 193 were asked in accordance with Procedure Rule 13(iii):

- (1) Heather Armitage (Secretary, Town Furze Allotments)  
Does the Executive Board agree that allotments with their health, community, wild life, environmental and educational values for the whole social spectrum are an invaluable asset to Oxford's leisure facilities and should be maintained for the benefit not merely of our own but of future generations?
- (2) County Councillor John Power  
There has been a lot of valuable works carried out by officers and many Councillors have expressed support for allotments – would this now be translated into action and funding? Would it not be better to concentrate funding in year 2 of a 3 year programme?
- (3) Wendy Skinner-Smith (Chair, Cripsey Meadow Allotment Association)  
Was the Board aware that without additional funding it would not be possible to reclaim parts of the Cripsey Meadow site?
- (4) Reg Curnock (Secretary, Blackbird Leys Allotments)  
Is the Board aware that there are no toilet facilities at the Blackbird Leys Allotments despite the fact that over one third of the allotment holders are female, and there are other problems including narrow pathways, a lack of dredging of the stream running through the site causing flooding and poor security?
- (5) Mel Davies (President of the Oxford Allotment Association)  
Does the Executive Board agree that allotments have been under resourced for a number of years and in particular considering the increased need for allotments due to the lack of amenity space with new housing will it now agree the necessary additional funding to address the situation?
- (6) Tim Treacher (Spragglesea Mead and Dena's Ham Allotment Association)  
Was the Board aware of the lack of maintenance of fencing at the site which had led to problems of vandalisms and drug users .
- (7) Councillor Jean Fooks  
Would the Board support the recommendations for additional funding and in particular consider help with fencing at the Cutteslowe site?
- (8) Les Denning  
Was the Board aware of problems caused by water leakage in the amenity building at his allotment site?

## Response

Councillor Clarkson thanked all the questioners for coming to the meeting. She agreed that allotments were suffering from a long period of neglect and that there was a strong case for additional funding. She would be supporting this bid at subsequent budget setting meetings. However it would not be possible to put everything right immediately. Priority was likely to be given to security issues. More investigation was needed before any decision could be taken on whether to install toilets on allotment sites because there were security concerns. The phasing of any additional funding would be carefully considered. The needs of specific sites could not be considered until it was known what level of funding had been agreed. She said that the points raised would be considered further when the report on the Allotment Condition Survey was considered later in the meeting.

Councillor Hollingsworth said he would bring consideration of this item forward as there were so many members of the public present for the item.

## **185. SCRUTINY COMMITTEE RECOMMENDATIONS AND REPORTS**

The Board considered recommendations of Scrutiny Committees and associated reports (previously circulated and now appended).

Resolved that: -

- (1) further to minute 40 of the Environment Scrutiny Committee concerning the Staff Travel Plan to ask the Human Resources Business Manager, in consultation with the relevant Portfolio Holder and the Trade Unions, to revise the car allowances scheme to encourage the use of small eco-friendly cars;
- (2) further to minute 53 of the Environment Scrutiny Committee concerning the Flood Plan to agree that:
  - (a) the Strategic Director, Physical Environment, be asked to: -
    - (i) consider full time cover for the Emergency Planning Officer when he was away, possibly having a number of named contacts
    - (ii) present a report to relevant area committees on the implications of the Flooding Emergency Plan
    - (iii) ensure the Flooding Emergency Plan included information on liaison with police and fire services in Oxford

- (b) flood liaison groups be established in parts of the City liable to flooding and the Strategic Director, Physical Environment, be asked to consider which area should be used for a pilot scheme.

## **186. HOUSING VULNERABLE YOUNG PEOPLE SCRUTINY REVIEW**

The Housing Scrutiny Committee submitted a report (previously circulated and now appended).

Resolved that: -

- (1) the following recommendations of the Housing Scrutiny Committee be agreed in principle: -
  - (a) the possibility of establishing a foyer in Oxford to provide safe and affordable accommodation integrated with education, training and employment opportunities for vulnerable young people should be investigated;
  - (b) the possibility of establishing a night stop scheme, as already established in other districts in Oxfordshire, to provide emergency accommodation for homeless young people, should be investigated;
  - (c) the Housing Scrutiny Committee be asked to monitor the work carried out by Mediation in Action to prevent homelessness amongst young people in Oxford;
  - (d) the feasibility of installing greater security measures in all Council owned temporary accommodation hostels/houses and/or employing wardens to increase safety and reduce damage to properties should be investigated;
  - (e) where possible private landlords who lease private sector lease (PSL) properties to the City Council should be encouraged to improve their security arrangements;
  - (f) Temporary Accommodation Managers should be allowed adequate time to help people settle in to temporary accommodation, and it should be noted that an extra member of staff may be needed to achieve this;
  - (g) care leavers aged 18 or over and no longer in full time education should be moved into settled accommodation once they leave the care of Oxfordshire County Council;
  - (h) the City Council should aim to improve its joint working in three areas – (i) Options and Allocations, (ii) Temporary Accommodation Managers and other support workers, and (iii) the City/County Council protocol;

- (i) the City Council should continue to view young offenders on a case-by-case basis if they present as homeless and help them to find suitable accommodation where possible;
  - (j) the City Council should endorse the principle of the Supporting People strategic review, that each district area in Oxfordshire has a high support needs accommodation service; however, this should not be at the expense of other support services in Oxford;
  - (k) the City Council should continue to improve Housing Benefit administration;
  - (l) the City Council should continue to support the development of a supported lodging scheme for Oxford and extend the scheme if it is a success;
- (2) officers be asked to provide costings for taking the recommendations forward so that their feasibility could be assessed;
  - (3) scrutiny review recommendations should not in future be submitted to the Board without provisional costings and written responses from the relevant Portfolio Holder(s) and the officers who would implement or be affected by the recommendations.

## **187. PROPOSED EXPENDITURE OF FINANCIAL CONTRIBUTIONS MADE TO THE COUNCIL UNDER PLANNING AGREEMENTS**

The Planning Services Business Manager submitted a report (previously circulated and now appended). The Board also considered recommendations of the North Area Committee and the Central, South and West Area Committee in respect of the developer contribution of £55,000 for Aristotle Lane Improvements.

Resolved: -

- (1) that Council be RECOMMENDED to agree to the inclusion of additional contributions to schemes already in the Capital Programme and the inclusion of the proposed additional schemes as set out in Appendix 1;
- (2) that officers be authorised to commission design work to enable project appraisals and/or scheme details to be prepared on the new schemes to be implemented by the City Council as set out in Appendix 1;
- (3) in respect of Scheme number 5 in Appendix 1 "Aristotle Lane Improvements" the contribution of £55,000 in the Capital Programme be used towards schemes to provide improved recreational facilities for young people (9 to 14 year olds) in the area and note that the Central, South and West Area Committee had requested that options for spending the money should include proposals for such facilities in Jericho

- (4) that major project approval be approved for the schemes listed in Appendix 2 to enable them to be implemented in 2006/07 by the County Council as Highway Authority and the developer contributions totalling £388,995.48 be released;
- (5) the proposals for expenditure of highway related developer contributions, as set out in Appendix 3, be approved for implementation by the City Council.

(A separate vote was taken on item 11 in Appendix 1 "Jericho Community Centre". Councillor Baker was in the Chair for the vote because Councillors Brown and Hollingsworth had declared prejudicial interests and left the room.)

### **188. DRAFT SUPPLEMENTARY PLANNING DOCUMENTS ON AFFORDABLE HOUSING AND NATURAL RESOURCES IMPACT ANALYSIS**

The Planning Services Business Manager submitted a report (previously circulated and now appended). The Board also considered additional recommendations of Area Committees, as set out in the revised Appendix D to the report.

Resolved that: -

- (1) the draft Supplementary Planning Documents on Affordable Housing be approved for consultation with members of the public;
- (2) Council be RECOMMENDED that the draft Supplementary Planning Document on Natural Resource Impact Analysis, as amended following receipt of the comments expected from two independent groups, be approved for public consultation;
- (3) the Planning Policy Manager be authorised to alter the text of the draft Supplementary Planning Documents before publication for consultation and to make any necessary editorial corrections.

### **189. STATEMENT OF COMMUNITY INVOLVEMENT**

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

Resolved that Council be RECOMMENDED that: -

- (1) the Statement of Community Involvement be approved for submission to the Secretary of State;

- (2) the Planning Policy Manager be authorised to alter the text of the Statement of Community Involvement and to make any necessary editorial corrections.

## **190. CONSULTATION ON FULL LOCAL TRANSPORT PLAN 2006-2011**

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

Resolved that Council be RECOMMENDED to: -

- (1) express concern that the Local Transport Plan 2006-2011 lacks both strategic vision and evidence of an integrated strategy to reflect the needs and aspirations of Oxford;
- (2) urge a re-prioritisation of the spending programme, considering more radical solutions based on longer-term thinking, including demand management measures and a Low Emissions Zone for the City centre;
- (3) welcome in principle the proposed Bus Strategy, the Accessibility Framework Strategy, and the accelerated programme for Controlled Parking Zone development in Oxford; and
- (4) endorse the comments set out in Appendix 2 of the report as the formal views of the City Council to be forwarded to Oxfordshire County Council subject to of reference to: -
  - a. the potentially serious effects on Oxford's tourism, economy and parking income of the proposed repairs to the A34 flyover, given that there was no realistic alternative route for much City traffic;
  - b. the impact of the decision on the location of any proposed road links between Oxfordshire and Milton Keynes Growth Area on the level of traffic on the A34;
  - c. the need for remote Park and Ride schemes in outlying towns to ease traffic on the main Oxford approach roads and ring road;
  - d. the need to take account of the potential impact on the A34 of any proposed Didcot link road;
  - e. a need to highlight the unfairness of charging Oxford residents for Resident Parking permits whilst parking remained free for visitors at certain times
  - f. light trams being considered as an option for "radical restraint measures"

- (5) ask the Portfolio Holder (Councillor Turner) to write to the local MPs, the Rt. Hon David Cameron MP, and the Department for Transport to express the Council's substantial reservations about the proposed Local Transport Plan.

## **191. PUBLIC CONSULTATION ON THE DRAFT AIR QUALITY ACTION PLAN**

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

Resolved that it be agreed to: -

- (1) establish a working group between Oxford City Council Environmental Health and Oxfordshire County Council Transport Planning Departments to oversee the integration and co-ordination of measures to improve air quality and the environment in Oxford, for long term sustainable development city-wide, including the following: -
  - (a) agree a mandatory air quality target to be included in the Local Transport Plan (LTP);
  - (b) agree an intermediate transport emission indicator to be included in the LTP;
  - (c) the integration of Air Quality Action Plan measures into the LTP;
  - (d) ensure all measures are introduced subject to time related targets for reducing transport emissions and improving air quality;
  - (e) the continued assessment of LTP indicators throughout (and beyond) the period of the next LTP as a means of determining the effectiveness of measures;
  - (f) the re-assessment and consideration of further measures if time related targets for improvements in emissions and air quality are not being met;
  - (g) incorporation of an Environmental Impact Assessment of Air Quality for all major developments, such as the Westgate Centre, in Oxford;
  - (h) the development with Oxfordshire Primary Care Trust of a Health Impact Assessment of proposed measures;
- (2) carry out a feasibility study for a Low Emission Zone (LEZ) for the Central Oxford Air Quality Management Area (AQMA), and support the development of the terms and conditions applying to an LEZ for central Oxford;
- (3) support the enforcement of the bus-gate by the County Council as a measure to reduce day-time congestion on the bus priority route and AQMA (funding already approved by Oxfordshire County Council to introduce this) and to urge and encourage the County Council to implement this as quickly as possible;



- (4) agree a package of measures with the County Council to reduce congestion in the Central Oxford AQMA, in addition to the bus gate enforcement, (including improved phasing of traffic lights on the bus priority route to enable smoother traffic flows; a review of on street parking and enforcement; a review of commercial deliveries; advanced ticketing to reduce bus waiting times; and to and carry out actions to encourage non-motorised travel by making it more attractive and convenient;
- (5) require the Environmental Health Business Manager to review and if appropriate implement the statutory powers under The Road Traffic (Vehicle Emissions etc) Regulations 2002 to request drivers to switch off vehicle engines being run unnecessarily, to decide if this will be a feasible option for reducing traffic emissions within the AQMA;
- (6) require the Environmental Health Business Manager to review and if appropriate implement the statutory powers under the Road Traffic (Vehicle Emissions etc.) Regulations 2002 to conduct roadside testing of vehicle emissions, to decide if this will be a feasible option for reducing traffic emissions within the AQMA;
- (7) require the Environmental Health Business Manager, in consultation with Oxfordshire County Council where necessary, to assess the cost effectiveness of the measures agreed, the time scales for implementation, and confirm who would ultimately be responsible for implementation;
- (8) authorise the Strategic Director, Housing, Health and Community, in consultation with the Portfolio Holder, to consider whether a Bus Quality Contract (as opposed to a Partnership) would be more beneficial and to advise the Board on the outcome.

## **192. LETTINGS PLAN – ALLOCATION PERCENTAGES**

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

Resolved that: -

- (1) an Annual Lettings Plan approach be adopted from 2006/07;
- (2) the proposed Lettings Plan for 2006/07 (Appendix One to the report) be approved;
- (3) it be noted that performance against the Plan will be reported quarterly to Housing Scrutiny Committee;
- (4) the potential impact of the change be noted;
- (5) the Housing Scrutiny Committee be thanked for its valuable work on this issue.

### **193. ALLOTMENT CONDITION SURVEY**

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

Resolved that: -

- (1) it be noted that there was cross party support for the principle of additional funding for allotments and agree that this be considered as part of the budget setting process;
- (2) it be noted that, if additional funding was agreed by Council when the budget was set, the details could vary slightly from the proposals set out in the report;
- (3) careful consideration be given to the phasing of any additional funding allocated to ensure proposals were deliverable;
- (4) details of the works to be carried out at the individual allotment sites should be determined by Area Committees, having taken into account the views of local allotment associations;
- (5) feedback on the success or otherwise of measures funded by individual Area Committees should be shared between all Area Committees to help inform future decision making.

### **194. TREE STRATEGY**

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

Resolved that it be noted that action was required to address the issues raised in the report and the officers be asked to prepare as a matter of urgency a briefing note for all party groups setting out an alternative approach with a rolling programme prioritising those trees identified as posing the greatest risk to public safety, so that it could be considered as part of the budget setting process.

### **195. EVENTS STRATEGY**

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

Resolved that: -

- (1) the draft Events Strategy, as set out in Appendix 1 to the report, be approved for public consultation;

- (2) David Tucker be thanked for his valuable work as Interim Leisure and Parks Business Manager and wished well for the future.

## **196. COMMUNITY AND CORE COUNCIL EVENTS**

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

Resolved that: -

- (1) the funded core events list be agreed, as set out in Section 2 the report;
- (2) it be noted that the items on the list of previously funded Council events, as set out in Section 3 of the report, might not be delivered to the optimum standard desired if the required funding was not identified, pointed out that funding could be achieved in a variety of ways, and asked the Culture and Communities Portfolio Holder to look at how those events could be funded within existing resources, through either reprioritisation of other aspects of the Business Unit's budget or changes to the way the events team operated, and that a briefing note be submitted as a matter of urgency to all political groups for consideration as part of the budget setting process (and that the briefing note should set out details of events funded by Oxford Inspires).

## **197. IMPLEMENTING ELECTRONIC GOVERNMENT STATEMENT (5)**

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

Resolved that: -

- (1) the progress made by Oxford City Council in e-Government be noted;
- (2) Oxford City Council's Implementing Electronic Government Statement (IEG 5) be agreed.

## **198. PROPERTY MAINTENANCE BACKLOG – OPTIONS FOR THE FUTURE**

The Financial and Asset Management and Built Environment Business Managers submitted a joint report (previously circulated and now appended). The Board also considered the comments of the Finance Scrutiny which had considered the report at its meeting on 21 December 2005.

Resolved that approval be given to: -

- (1) the re-casting of the capital programme to use sums currently allocated to

Leisure and Community Centre properties to finance maintenance backlog works at these and other properties, while ensuring that the operational effectiveness of the Leisure and Community Centre buildings is not compromised;

- (2) the addition of £500,000 to the capital programme in year 2009/2010 to finance additional capital backlog works;
- (3) the allocation of up to £1,000,000 un-required finance from the Department of Works and Pensions contingency reserve to finance revenue backlog repairs, if and when this funding is released by central Government;
- (4) for investment properties:
  - a) Investigate options for further disposals of high maintenance and/or low income properties to finance works to other retained properties,
  - b) Progress the policy of revising leases to give tenants full repairing liability, subject to a further report to identify the likely costs and an indicative timetable,
  - c) Allocate and ring fence 5% of the rental income to be used for future maintenance, when leases are renewed or rents reviewed, for properties where negotiations are unsuccessful in persuading tenants to accept full repairing liability;
- (5) for Leisure Properties:
  - a) note that the proposals will be subject to decisions taken in relation to the Leisure Strategy,
  - b) agree to the use of existing and proposed capital and revenue finance to carry out works from the backlog.
- (6) for Parks and Cemeteries Properties:
  - a) note that liability for some buildings will be transferred to resident sports clubs where possible,
  - b) note that the proposals will be subject to decisions taken in relation to the Playing Fields Strategy,
  - c) note to the use of existing and proposed capital and revenue finance to carry out works from the backlog,
  - d) note that some limited funding may be available through Planning Section 106 funds and Area Committee budgets
- (7) for Community Centre Properties:
  - a) note that the proposals will be subject to decisions taken in relation to the Community Centre Strategy,
  - b) agree to the use of existing and proposed capital and revenue finance to carry out works from the backlog;
- (8) for Administrative Buildings:
  - a) note that the proposals will be subject to decisions taken in relation to the Office Accommodation Strategy;

- (9) for the Town Hall:
  - a) note that the proposals will be subject to progress on the proposals for the major refurbishment of the building;
- (10) for Community Properties:
  - a) note that proposals for Westgate Car Park will be subject to the progress of the Westgate Development,
  - b) agree to the use of proposed capital and revenue finance to carry out works from the backlog;
- (11) for Non HRA Housing Properties:
  - a) agree to the sale of these properties as they become vacant, subject to an analysis of their strategic value;
- (12) for other Miscellaneous Properties:
  - a) agree to the use of proposed capital and revenue finance to carry out works from the backlog;
- (13) note that further reports may be brought forward on alternative means of financing the backlog works as these are developed;
- (14) note that measures will need to be put in place to prevent the maintenance backlog re-occurring once cleared, that additional budgets may be required in the future and that further reports will be submitted relating to this as measures are developed;
- (15) further to the recommendations of the Finance Scrutiny Committee: -
  - a) in relation to the carrying out of essential work to Temple Cowley Pools and the Ice Rink account be taken of the final Leisure Strategy;
  - b) the setting up of a dilapidations budget or sinking fund to fund property maintenance be investigated;
  - c) reports be submitted to the Scrutiny Committee concerning the revenue implications of transferring liabilities, the sustainability in the medium term of the maintenance budget and the results of the Leisure and Community Centres Reviews insofar as they relate to property maintenance issues.

**199. SETTING OF THE COUNCIL TAX BASE 2006/07**

The Financial and Asset Management and Revenues and Benefits Business Managers submitted a joint report (previously circulated and now appended).

Resolved that Council be RECOMMENDED that: -

- (5) the 2006/7 Council Tax Base for the City Council's area as a whole be set

at 45,348 (calculation shown in Appendix 1 of the report);

- (6) the projected level of collection be set at 97%;
- (7) the following tax bases for each of the parishes, and for the Unparished area (calculations shown in Appendix 2 of the report) be set at;

Unparished Area of the City	36,828
Littlemore Parish	2,408
Old Marston Parish	1,277
Risinghurst & Sandhills Parish	1,194
Blackbird Leys Parish	3,641
<u>City Council Total</u>	<u>45,348</u>

## **200. THE CHILDREN'S ACT 2004 AND THE OXFORDSHIRE CHILDREN AND YOUNG PEOPLE'S PLAN AND CHANGE FOR CHILDREN PROGRAMME**

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

Resolved that: -

- (1) detailed comments be submitted to the Neighbourhood Renewal Business Manager in respect of the draft proposals set out in the Oxfordshire Children and Young People's Plan, the draft proposals for establishing a Commissioning Body for Children's Services, the proposed arrangements for delivering children's services in Oxfordshire, and the draft proposals to establish Children's Centres in the City;
- (2) the requirement for a Executive Portfolio Holder representative on the Oxfordshire Children's and Young People's Board and the Oxfordshire Safeguarding Children's Board be noted and supported;
- (3) it be noted that a report summarising the proposed amendments to the Children and Young People's Plan would be submitted to the Executive Board for final endorsement in February 2006.

## **201. NEW RECYCLING FOR OXFORD**

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

Resolved that : -

- (1) option 1, as set out in Appendix 1 of the report, be agreed as the preferred method of collection, noting that this would include alternate weekly collections, providing wheelie-bins for residual waste, blue boxes

for mixed recyclables including plastic bottles, and extending the collection of cardboard and garden waste;

- (2) consultation be carried out on option 1;
- (3) a further report would be submitted to the April Executive Board into the outcome of the consultation and to determine what modifications should be made to the scheme;
- (4) that the proposed £2,175,000 of capital spending on other projects be deferred to be spent instead on introducing the new recycling scheme, subject to final budget setting;
- (5) that an additional £727,000 of revenue funding be allocated in 2006/07, and £210,000 from 2007/8 onwards to fund the scheme, subject to final budget setting;
- (6) funding be sought from the Oxfordshire Waste Partnership to help fund the new recycling scheme;
- (7) samples of the different sized wheelie-bins be displayed at the forthcoming Environment Scrutiny Committee meeting, and also at key locations (such as Westgate and Templars Square) during the public consultation exercise.

## **202. REVIEW OF SECTION 42 ARRANGEMENTS**

The Strategic Director, Physical Environment, submitted a report (previously circulated and now appended). The Board also considered the comments of the Finance Scrutiny which had considered the report at its meeting on 21 December 2005.

Resolved that: -

- (1) Oxford City Council continues to exercise its right to undertake eligible highway maintenance under s42 Highways Act 1980;
- (2) the City Council reviews the arrangements to improve the maintenance of the Thames Towpath with the County Council and other stakeholders;
- (3) the City Council retains the Local Authorities (Goods & Services) Act contract with the County Council and invokes the well-being powers under s2 of the Local Government Act 2000 to allow this authority to supplement the funding and provide a higher service level than that specified by the County Council;
- (4) funding the shortfall in the Goods and Services Act contract to maintain the city's trunk roads and provide a higher service level than that specified by the County Council is likely to promote the environmental

and social well-being of the city through supporting the Council's objectives "Improve the environments where we live and work" and "Make Oxford a safer city" by increasing the maintenance of the grass verges and trees lining the trunk roads into the city, thereby improving the city's appearance and it the health of its highway trees;

- (5) the Leisure and Cultural Services Business Manager reviews the cost-effectiveness of work undertaken for the County Council and decides on how best to deliver this service at the least cost to the City Council. The Business Manager should negotiate with the County Council to explore increasing the unit price;
- (6) the Strategic Director, Physical Environment, explores the options to transfer surplus from the account to Leisure and Cultural Services to fund additional service levels;
- (7) both the City Works and Leisure and Cultural Services Business Mangers account for Section 42 work separately from any other work and that, on an annual basis, members are informed of any surpluses or deficits arising from the Section 42 account, and that the monitoring of this be included in the third quarter monitoring report if possible, or if not in the year end figures;
- (8) the City Works Business Manager informs Members (via the Area Committees) on an annual basis of the highway engineering schedules that will be undertaken over and above those agreed with the County Council;
- (9) the above proposals be reviewed every three years and, in any event when major decisions such as the relocation the City Works depot arose.

### **203. REDBRIDGE CAR PARK ACCOMMODATION – TENDER ACCEPTANCE**

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

Resolved that the lowest tender be accepted for the building works, in the sum of £382,966.

### **204. AREA COMMITTEE RECOMMENDATIONS**

The Head of Legal and Democratic Services submitted a recommendation from the North Area Committee.

Resolved that it be noted that the Transport and Parking Business Manager would be submitting a further report to the Executive Board meeting on 30 January 2006 on the principle of varying charges at suburban car parks in general.



**205. PORTFOLIO HOLDER QUESTIONS**

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

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

There were no such decisions for the Board to consider.

**207. 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.

**208. MINUTES**

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

**209. 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	details of contract terms under negotiation	210
C2	details of contract terms under negotiation	211

**210. REDBRIDGE CAR PARK ACCOMMODATION – TENDER ACCEPTANCE**

The Transport and Parking Business Manager submitted confidential annex (previously circulated and now appended) to the report referred to in minute 203.

Resolved that the confidential annex be noted.

## **211. UNITS 101-1-2 COVERED MARKET**

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

Resolved that, subject to the completion of the purchase and change of use by the Cake Shop Limited of units 123-127, approval be given to the proposed assignment and change of use of Units 101-102 from “sale of bakery and speciality cakes and cake decorations” to “a ladies boutique selling hand-made clothing of Oriental (meaning Far Eastern) design and style, together with (on an ancillary basis) co-ordinating Oriental accessories and Oriental beauty products PROVIDED THAT the sale of western style jeans and casual wear (whether designed and made in the Orient or not) shall not be permitted AND that the sale of co-ordinating accessories shall not exceed more than 15% of total sales display area (whether floor or wall)” and the Financial and Asset Management Business Manager be authorised to negotiate the terms of the assignment and change of use accordingly.

The meeting began at 9.15 am, the press and public were excluded at 2.00 pm, and the meeting ended at 2.07 pm.