

# EXECUTIVE BOARD

## A G E N D A

**Date: Monday 13 March 2006 at 9.15 am**

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

### **Membership as at 21 November 2005**

### **Portfolio**

Alex Hollingsworth (Leader)

Bill Baker (Deputy Leader)

Susan Brown

Mary Clarkson

Maureen Christian

Dan Paskins

John Tanner

Ed Turner

Alan Armitage

Matthew Sellwood

Over-arching responsibility

Capital Projects and Procurement

Crime and Community Safety

Leisure

Culture and Communities

Social Inclusion

Environment

Strategic Planning, Housing and

Economic Development

Without Portfolio

Without Portfolio

*Staff Contact:*

*Brenda Lammin*

*Tel: 252219 or email [blammin@oxford.gov.uk](mailto:blammin@oxford.gov.uk)*

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

-----  
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. You should declare it if you or they would stand to gain or lose by the decision.

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**

Recommendations and reports (attached) of Scrutiny Committees

**5. CAR-FREE DEVELOPMENTS – COUNCIL MOTION**

Report (attached) of the Planning Services Business Manager

**6. USE OF INCIDENT DIARIES BY BUSINESS UNITS**

Report (attached) of the Neighbourhood Renewal Business Manager

**7. HOLIDAY PLAY PROVISION**

Report (attached) of the Neighbourhood Renewal Business Manager

**8. GRANTS FOR COMMUNITY AND VOLUNTARY ORGANISATIONS  
2006/07**

Report (attached) of the Neighbourhood Renewal Business Manager

**9. REVIEW OF CASH OFFICE FUNCTIONS**

Report (attached) of the Financial and Asset Management Business Manager

**10. ASSET MANAGEMENT PLAN 2005/06**

Report (attached) of the Financial and Asset Management Business Manager

**11. WIND TURBINE FOR OXFORD – COUNCIL MOTION**

Report (attached) of the Financial and Asset Management Business Manager

**12. TRAP GROUND ACCESS**

Report (attached) of the Strategic Director, Housing Health and Community

**13. THIRD QUARTER MONITORING REPORTS 2005-06**

a) Financial Monitoring - report (attached) of the Strategic Director, Finance and Corporate Management

b) Performance Monitoring - report (attached) of the Chief Executive

**14. AREA COMMITTEE RECOMMENDATIONS**

There are no recommendations from Area Committees to be considered at this meeting

**15. PORTFOLIO HOLDER QUESTIONS**

There are no questions for the Board to consider

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

Proforma (attached) concerning a decision taken in respect of architectural lighting of the Saxon Tower, St Michael's

**17. FUTURE BUSINESS**

List (attached) of future agenda items contained in the Forward Plan, published on 14<sup>th</sup> February 2006, compiled by the Head of Legal and Democratic Services

**18. MINUTES**

Minutes (attached) of the meetings of the Board held on 20<sup>th</sup> and 27<sup>th</sup> February 2006

**19. 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 Paragraph 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 of the on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule I2A of the Local Government Act 1972.

The Board may maintain the exemption if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## PART II

### MATTERS EXEMPT FROM PUBLICATION

#### **C1. AUTHORITY TO ENTER INTO NEGOTIATIONS CONCERNING THE POSSIBLE DISPOSAL OF PROPERTY IN MASCALL AVENUE**

Report (attached) of the Financial and Asset Management Business Manager

(Exempt – paragraph 3 – information relating to the financial or business affairs of any particular person [including the authority holding that information]).

The public interest in maintaining an exemption is that negotiations relating to the acquisition or disposal of assets are not compromised for so long as they remain subject to contract.)