

# EXECUTIVE BOARD

## A G E N D A

**Date: Monday 6 November 2006 at 9.00 am**

**Venue: Old Library, Town Hall**

### **Membership as from 18 May 2006**

John Goddard (Leader)  
David Rundle (Deputy Leader)  
Alan Armitage  
Jean Fooks  
Patrick Murray  
Stephen Tall  
Caroline van Zyl  
Antonia Bance  
Saj Malik  
Matthew Sellwood

### **Portfolios**

Overarching  
Stronger Communities  
Healthier Environment  
Cleaner City  
Improving Housing  
Better Finances  
Safer City  
Without portfolio  
Without portfolio  
Without portfolio

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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**

A. Recommendations

Recommendations (attached, page 4.1)

B. Report of the Finance Scrutiny Committee

Report (attached, page 4.3) on balancing the capital programme and the maintenance backlog

**5. PLANNING POLICY ANNUAL MONITORING REPORT 2006**

*Portfolio holders: Councillor Goddard*

Report (attached) of the Planning Services Business Manager

NOTE: Appendix 2 has been circulated separately

**6. ALLOTMENT CONDITION SURVEY**

*Portfolio holder: Councillor Armitage*

Report (attached) of the Leisure and Cultural Services Business Manager

**7. LEISURE BEST VALUE REVIEW REPORT**

*Portfolio Holder – Councillor Armitage*

Report (attached) of the Leisure and Cultural Services Business Manager

(The Finance Scrutiny Committee will be considering this report on 26 October and any comments or recommendations will be available at the Executive Board meeting.)

**8. CYCLE TO WORK SALARY SACRIFICE SCHEME**

*Portfolio holder: Councillor Fooks*

Report (attached) of the Acting Human Resources Business Manager

**9. THE CONTROL OF LEAFLETING IN THE CITY CENTRE**

*Portfolio holder: Councillor Fooks*

Report (attached) of the Environmental Health Business Manager

**10. CONTRACT WITH THE OXFORD SOCIAL LETTINGS AGENCY**

*Portfolio holder: Councillor Murray*

Report (attached) of the Community Housing Business Manager

**11. OPTIONS FOR LARGE HOUSING REVENUE ACCOUNT PROPERTIES**

*Portfolio holder: Councillor Murray*

Report (attached) of the Head of Oxford City Homes

(See also the exempt from publication appendix at item C1)

**12. PROCUREMENT OF VEHICLES FOR OXFORD CITY COUNCIL MOTOR TRANSPORT FLEET**

*Portfolio holder: Councillor Fooks*

Report (attached) of the City Works Management Business Manager

The Environment Scrutiny Committee considered the report at its meeting on 16 October and supported the recommendations as set out in the report.

**13. AWARD OF CONTRACT FOR MANAGEMENT AND OPERATION OF A SECURE CASH COLLECTION SERVICE TO OXFORD CITY COUNCIL**

*Portfolio holder: Councillor Tall*

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

**14. THE OXFORD PLAN 2007/2010**

*Portfolio holders: Councillor Goddard*

Report (attached) of the Chief Executive

The Environment Scrutiny Committee considered the Oxford Plan at its meeting on 16 October and agreed it would like to see a further commitment added in under the strategic priority to tackle climate change and promote environmental resource management to ensure that Council facilities and buildings be less vulnerable to the effects of climate change through such measures as the installation of covering shade for play areas and blinds for the windows in homes for the elderly to afford protection from extreme weather conditions. The Committee resolved to RECOMMEND the Executive Board that steps be taken to ensure that Council facilities and buildings be less vulnerable to the effects of climate change through such measures as the installation of covering shade for play areas and blinds for the windows in homes for the elderly to provide protection from extreme weather conditions.

**15. ACHIEVING VALUE FOR MONEY**

*Portfolio holder: Councillor Tall*

Report (attached) of the Chief Executive

(The Finance Scrutiny Committee will be considering this report on 26 October and any comments or recommendations they make will be available at the Executive Board meeting. The Cost Comparisons Report referred to in the Chief Executive's report has been circulated separately to Executive Board members. A copy has also been placed in the Member's Room and

copies will be available from the Committee Secretary on request.)

**16. A POLICY TO PREVENT MONEY LAUNDERING**

*Portfolio holder: Councillor Tall*

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

**17. BUDGET OVERVIEW AND MEDIUM TERM FINANCIAL STRATEGY  
2007- 08 TO 2011-12**

*Portfolio holder: Councillor Tall*

Report (attached) of the Strategic Director, Finance and Corporate Service

(The Finance Scrutiny Committee will be considering this report on 26 October and any comments or recommendations will be available at the Executive Board meeting.)

**18. CHANGING THE COUNCIL – IMPROVING OUR SERVICE THROUGH  
SYSTEMS THINKING**

*Portfolio holder: Councillor Goddard*

Report (attached) of the Chief Executive

**19. WIND TURBINE UPDATE REPORT**

*Portfolio holder: Councillor Armitage*

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

**20. AREA COMMITTEE RECOMMENDATIONS**

Recommendations (attached) from the Central, South and West Area Committee

**21. PORTFOLIO HOLDER QUESTIONS**

There are no questions for the Board to consider

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

There are no decisions for the Board to consider

**23. FUTURE ITEMS**

List (attached) of future agenda items as set out in the Forward Plan, published on 18 October 2006, compiled by the Head of Legal and Democratic Services

**24. MINUTES**

Minutes (attached) of the meeting of the Board held on 9 October 2006

**25. 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 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A 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. OPTIONS FOR LARGE HOUSING REVENUE ACCOUNT PROPERTIES**

*Portfolio holder: Councillor Murray*

Exempt from publication appendix (attached) to the report of the Head of Oxford City Homes at item 12.

(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.)