

# EXECUTIVE BOARD

Monday 5 November 2007

**COUNCILLORS PRESENT:** Councillors John Goddard (Chair), Mohammed Altaf-Khan, Antonia Bance, Jim Campbell, Jean Fooks, Patrick Murray, Matthew Sellwood and Caroline Van Zyl.

**OFFICERS PRESENT FOR THE WHOLE OF THE MEETING:** Peter Sloman (Chief Executive), Mark Luntley, Sharon Cosgrove and Michael Lawrence (Strategic Directors), Sarah Fogden (Financial and Asset Management), Jeremy Thomas and Brenda Lammin (Legal and Democratic Services).

**OFFICERS PRESENT FOR PART OF THE MEETING:** Pat Jones, Julia Woodman and Lindsay Cane (Legal and Democratic Services), Colin Barlow (Leisure and Cultural Services), Anna Winship and John Kulasek (Financial and Asset Management), Niko Grigoropoulos (Planning), Graham Smith (Transport and Parking), Colin Bailey and Kate Stratford (City Works), Jane Lubbock and Kathryn Whittam (Facilities Management), Graham Stratford and Dave Scholes (Community Housing), Gail Siddall (Environmental Health), Graham Bourton, Chris Pyle and Roy Summers (Oxford City Homes) and Louisa Dean (Media and Communications).

## 164. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors David Rundle (Vice-Chair) and Matthew Sellwood.

## 165. DECLARATIONS OF INTEREST

Councillors Bance and Campbell declared personal interests in the item on the Local Council Office at the Cowley Centre because they were members of the Credit Union referred to in the report (minute 174).

Mark Luntley, Strategic Director, Finance and Corporate Services, declared an interest in the same item as a member of the Credit Union.

## 166. PUBLIC QUESTIONS

### Questions from Edward Ross on Peers Sports Centre

1. Why, in view of the Government's policy to improve the physical health of people, and the branding of Britain as the sick man of Europe, is Councillor Rundle recommending destruction of the Peers Sports Centre and the swimming pool on which so many old age pensioners, children and others depend?

2. Is the absence of information on swimming availability at Peers Sports Centre Pool, in the breakdown of Oxford Pools Expenditure, a sign of carelessness or of a deliberate intention to influence adversely decision of the Executive Board?
3. Has Councillor Rundle checked whether or not the large numbers of school children using Peers Swimming Pool were included in arriving at the total users of the pool?
4. Can Councillor Rundle recollect even one instance of publicity for Peers Sports Centre, its opening times and availability of its numerous facilities?
5. Is Councillor Rundle aware that attendance at Peers Sports Center was higher than that of Blackbird Leys Sports Centre in 2006/07 and in 2005/06?
6. Is Councillor Rundle aware that the extensive mailing and circulation lists, of the detailed Breakdown of Oxford Pools Expenditure, do not include the names of, or even general reference to the many enthusiastic users of Peers Sports Centre and was this lack of courtesy deliberate or just a mistake?

Responses from Councillor Goddard (in Councillor Rundle's absence) with technical input from Sharon Cosgrove (Strategic Director)

1. It is not only Government policy to try to improve the nation's health, it is also this Council's policy. We are not recommending the destruction of the pool and sports centre. It is the County Council's decision to go for a new Academy and the future owners will be the ones to decide upon the future of the site and the current understanding is that they do not envisage provision of a pool. The City Council will do all it can to find alternative facilities for users.
2. There is no shortage of information and there has been no attempt to deceive people. Full information will be made available to you outside of this meeting.
3. School children were not included in the totals.
4. There has been publicity for Peers opening times and facilities. Details can be made available outside of the meeting.
5. Attendance figures were higher for Peers than Blackbird Leys, but the facilities were very different and not comparable.
6. The Council was well aware that this was a much-loved facility and this had been taken into account. The report sets out the consultation undertaken. Officers were working hard to find alternative venues for users.

### Questions from Ruth Wilkinson on the Peers Sports Centre

1. If negotiations are taking place with the Academy Trust and the County Council on community access to sport and recreational facilities, would councillors agree that it is important first of all to consult with city councillors and community groups in Rose Hill and Littlemore to establish what those local needs are?
2. Do councillors agree that an equality impact review should be carried out before a date is set for the closure of this facility as the sports centre is in an area of high social deprivation in terms of income, health and disability, and that the data from this review would be useful in establishing the needs of the local community when negotiating with the Academy Trust?
3. In view of the fact that alternative provision may have to be sought from sports facilities within and external to the City e.g. Oxford University's pool next year, would councillors agree that a fuller and more accurate breakdown both of likely savings and of costs of alternative provision must be scrutinised before a closure date can be set?
4. Do councillors agree that it would be imprudent to close a pool in good working order shortly before closing another pool in an adjoining area for one month thus causing a shortfall in provision for swimming?
5. Would councillors agree that the Academy Trust is likely to view the local residents' wishes for the continuation of swimming and sports facilities on site more favourably if the Sports Centre is kept open and properly maintained up until the summer?

### Responses from Councillor Goddard (in Councillor Rundle's absence)

1. That is a matter for the County Council. Councillor Rundle has urged them to provide access for the local community.
2. Work has been carried out on this.
3. Details of savings, costs and alternative provisions are set out in the report.
4. We are sensitive to the challenges that the temporary closure of Temple Cowley Pool will present. On a previous occasion when there was a temporary closure, prior to the opening of the pool at Barton, needs were met.
5. It probably would be better if the pool were open. However, the Academy Trust shows no inclination at present to continue swimming provision. We will continue to lobby for proper community provisions and urge the local community to also continue to do so.

Councillor Goddard made the following general comments on the Peers Sports Centre. He said that he completely understood that local people did not want to lose the Peers facility. However, due to decisions being taken elsewhere there was currently no prospect of any future for the facilities at that site. It was beyond the means of the City Council to change the situation. It already had a shortfall in the savings budgeted for the Leisure Service (and agreed by full Council) and keeping the facility open for a short period would add to that shortfall. The only way to fund that would be a rise in Council Tax and then the government would cap the Council. It was essential for the City Council to live within its means. Every effort would be made to find alternative provision and officers would be asked to look into the feasibility of two things to try to mitigate the effects of the withdrawal (1) the feasibility of providing for users of the Peers Sports Centre some special transport to alternative centres, and (2) giving priority to displaced users of the Peers Centre for casual (non block booking) slots at other centres. These ideas would be explored but no guarantees could be given at this stage.

#### Question from Councillor Pressel on Flooding

I'm asking this question on behalf of 2000 households and many businesses in the Botley Road area, whose lives were severely disrupted by the floods last July. Many of them have now seen their homes flood three times in the past 7 years. It's now 3 and a half months since the floods. We could have more floods at any time. Almost the only thing our officers seem to have done so far to reduce the risk of future flooding is to mull over a list of 66 suggestions, all of which came from local residents. This is not good enough. Please can the Leader tell us when he is at last going to start showing some leadership and actually get something done?

#### Response from Councillor Goddard

It is regrettable that this question is personal and does not concentrate on policy. Everyone has done their best since the July floods to learn lessons and work hard to get the best possible systems in place, and to lobby the Government and Environment Agency to get better flood defences, and get them sooner. It is extremely useful to listen to what local people have to say. There has been a productive dialogue with many good ideas coming forward. Many of these will need to be discussed with other agencies. However, I have instructed officers to look at what we can do as a City Council on those matters within our resources and our remit.

#### Question from Councillor Pressel on Sheltered Housing Schemes

People in Jericho are upset at the news that the Council may demolish Grantham House and sell this valuable site. If this goes ahead, please could we have an assurance that at least 50% of the new units on the site will be social housing?

#### Response from Councillor Murray

The answer is yes, planning policy would be followed if the site were disposed on the open market, with the caveat that it will be the area committee that will grant any planning consent for whatever might go there. If the site is not

disposed on the open market (ie to a registered social landlord) I would expect the figure to be higher than 50%.

#### **167. RECOMMENDATION ON LOCALITY WORKING AND THE COMMON ASSESSMENT FRAMEWORK FOR CHILDREN AND YOUNG PEOPLE**

The Board considered a recommendation of the Health Scrutiny Committee (previously circulated and now appended). The Board also considered the comments of Councillor Pressel, speaking on behalf of the Health Scrutiny Committee.

Resolved that the Board acknowledged the importance of effective officer support for locality working for children and young people and noted that the Chief Executive would be considering how best to achieve this when the senior management restructure had been completed and staffing throughout the organisation was reviewed against the Council's priorities.

*(No member voted against.)*

#### **168. RECOMMENDATION ON THE ADDITIONAL HMO LICENSING SCHEME**

The Board considered recommendations of the Housing Scrutiny Committee (previously circulated and now appended).

Resolved that it be noted that: -

- (1) It would not be not possible to prioritise HMO's where children were resident because officers had to deal with each application as they were submitted;
- (2) Should the additional income target suggested be taken up as part of the 2008/09 budget process, the income would not be used to fund other services as suggested in the report. It would be used to reduce the current budget burden of the existing HMO and Occupational/Residential Health and Safety Team, which currently costs the authority £411k (controllable and net of their current income budget) - so in effect it would only fund the scheme(s).

*(No member voted against.)*

#### **169. RECOMMENDATIONS ON AFFORDABLE HOUSING DEVELOPMENT**

The Board considered recommendations of the Housing Scrutiny Committee (previously circulated and now appended).

Resolved to note the Portfolio Holder's comment that delivery of affordable housing would remain a priority in the new management structure and the

potential addition of other functions should allow a better focus on regeneration as well.

*(No member voted against.)*

## **170. RECOMMENDATIONS ON FLOODING**

The Board considered recommendations of the Environment Scrutiny Committee (previously circulated and now appended). The Board also considered the comments of Councillor Phelps (Chair of the Environment Scrutiny Committee).

Resolved that

- (1) It be noted that: -
  - a. The Environment Agency was meeting on 1<sup>st</sup> November to consider what short-term measures they could support and it was hoped that this would lead to action to reduce the risk and effects of flooding in Oxford in the very near future.
  - b. Officers in many departments were continuing to work well together and learn lessons from the flood emergency in July and the financial impact of the emergency response and spending on potential flood prevention measures would need to be considered by members in the setting of the 2008/09 budget.
  - c. All ideas for flood prevention and improved flood response were being considered by the multi-agency Oxford Flood Group and the results of this work would be reported to Environment Scrutiny and Executive Board by December 2007.
  - d. The Flood Group held an annual open meeting. This year's meeting was on 25 October and residents affected by the flooding in July were invited to attend. The Flood Group would continue to involve local people in future meetings to improve communication. Although co-option of local residents on to the Flood Group was a possibility for consideration it was for the Group to work out the exact process for engaging with local residents.
  - e. Assessments of the effectiveness of new flood defence products would continue and results would be reported back to Environment Scrutiny Committee. Where appropriate reports would also be prepared for Executive Board if budget or procurement decisions were required.
- (2) That the Environment Scrutiny Committee and local residents be thanked for their work and positive feedback.

*(No member voted against.)*

**171. THE VALIDATION OF PLANNING APPLICATIONS – COCONSULTATION ON ‘LOCAL LISTS’ OF INFORMATION REQUIREMENTS AS PART OF THE 1APP PROJECT**

The Board considered a report of the Planning Services Business Manager (previously circulated and now appended).

Resolved that approval be given to consultation with Planning Service stakeholders on the proposed ‘local lists’ of information requirements, as part of the 1APP project.

*(No member voted against.)*

**172. CHANGES TO PARKING TARIFFS IN ALL THE CITY CAR PARKS**

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

Resolved that: -

- (1) Approval be given to an increase in tariffs for all City Council car parks in line with inflation;
- (2) Approval be given to the increases in City centre car parks, as set out in Appendix 1 to the report;
- (3) It be noted that an increase in suburban car parks in line with inflation would be proposed to each relevant Area Committee;
- (4) Due to the impact on the 2008/09 Budget, Council be RECOMMENDED to agree the proposed increases at its meeting on 19 November 2007.

*(No member voted against.)*

**173. BUS SHELTERS – CONTRACT CLARIFICATION**

The City Works Business Manager submitted a report (previously circulated and now appended). The Board also considered comments of area committees, as reported at the meeting, and an exempt from publication appendix setting out the terms of the proposed supplemental agreement.

Resolved that Officers be authorised to enter into a supplemental agreement with Adshel (Clear Channel UK Limited) in accordance with the terms set out in the report and the exempt from publication appendix.

*(No member voted against.)*

#### **174. LOCAL COUNCIL OFFICE, COWLEY CENTRE – PROJECT APPROVAL**

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

Resolved that: -

- (1) Approval be given to the lease of a vacant unit in the Cowley Centre to provide a local “one stop” service shop for a temporary period of 2 years;
- (2) It be noted that in the longer term it was proposed to take space in the refurbished Post Office site in the Cowley Centre and that a further report would be submitted to the Board when more details were available.

*(No member voted against.)*

#### **175. FUTURE OF THE PEERS SPORTS CENTRE**

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

Resolved that: -

- (1) Approval be given to the managed withdrawal from the joint use agreement at Peers Sports Centre from 1 January 2008.
- (2) Officers be asked to look into (a) the feasibility of providing for users of the Peers Sports Centre some special transport to alternative centres, and (b) giving priority to displaced users of the Peers Centre for casual (non block booking) slots at other centres.

*(Councillors Bance and Malik voted against.)*

#### **176. SUB-REGIONAL CHOICE BASED LETTINGS INCLUDING CHANGES TO THE ALLOCATION SCHEME**

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

Resolved that: -

- (1) Council be RECOMMENDED to: -
  - a. Approve the adoption of the revised Allocations Scheme at Appendix 2, with effect from 1 January 2008.
  - b. Approve the Assessment Scheme for Sub-Regional Choice Based



Lettings at Appendix 3 for inclusion in the Allocation Scheme, effective from the launch of the sub-regional scheme.

- c. Authorise the Community Housing Business Manager to agree the effective date for the implementation of sub-regional choice based lettings and the adoption of the Assessment Scheme for Sub-Regional Choice Based Lettings, noting that this date would be 16<sup>th</sup> April 2008 or within a period of three months following that date.
- (2) Officers be authorised to enter into agreements with the district councils, including the signing of the Agreement included at Appendix 4.
- (3) Officers be commended for their work on this scheme.

*(No member voted against.)*

#### **177. YOUNG PARENTS' SUPPORT WORKER / DISCOUNTING SERVICE CHARGES FOR YOUNG PEOPLE IN TEMPORARY ACCOMMODATION**

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

Resolved that: -

- (1) The creation of a Young Parents' Support Worker post to the Children and Young People's Board be not supported.
- (2) Officers be asked to work up a budget bud to be considered as part of the budget process to finance the creation of a discretionary fund, as outlined in paragraph 10 of the report.
- (3) Should the funding referred to in (2) above be made available, approval be given to create a discretionary fund to be used to subsidise the service charge costs of young people in temporary accommodation.

*(No member voted against.)*

#### **178. GAS AND ELECTRICAL SAFETY CHECKS AND INSPECTION OF TEMPORARY ACCOMMODATION**

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

Resolved that the position regarding gas and electrical checks in the private rented sector be noted and it be noted that: -

- (1) The Health and Safety Executive were the enforcing authority.
- (2) The targeting of individual landlords would require a clear policy and more

resources to enable inspections and enforcement work to be undertaken. Discretionary HMO licensing was the present funding priority.

- (3) The only funded proactive inspection programme in the private rented sector was currently in relation to mandatory HMO licensing; any other inspections were carried out following a request for service. The proactive inspection programme would be expanded if the submission for additional licensing was successful.
- (4) More staffing resources would be required to develop the Home Choice scheme and ensure that the properties used adhered to minimum decent standards.

*(No member voted against.)*

## **179. RECOMMENDATIONS FOR THE FUTURE OF SHELTERED HOUSING SCHEMES – SHELTERED HOUSING IMPROVEMENT PLAN**

The Head of Oxford City Homes submitted a report (previously circulated and now appended).

Resolved that: -

- (1) The conclusions drawn from the consultation and the recommendations made for the future use of the sheltered schemes be noted.
- (2) Approval be given to the recommendations made for the sheltered schemes, and the future investment they should receive, namely that: -
  - a. The schemes detailed in paragraph 18 that were to be retained as sheltered housing receive investment to meet the Decent Homes Standard by 2010 and the minimum design standards for sheltered housing.
  - b. The schemes identified for disposal and/or redevelopment in paragraph 19 be agreed in principle with the expectation that further detailed reports regarding those schemes would be submitted in due course: -
    - i. Marston – Bradlands & Cumberledge House
    - ii. Blackbird Leys – Windale House
    - iii. Littlemore – Eastern House
  - c. The capital receipts from schemes that were being recommended for disposal (paragraph 19) be used to contribute to the remodelling programme for the retained schemes and the general Decent Homes Programme.
    - i. Alice Smith House
    - ii. Grantham House

- iii. Cumberlege House
  - iv. Rowlands House
- d. As the programme progressed allocation to sheltered housing be suspended where any scheme was identified as likely to be disposed of or to undergo major works that would require tenants to be decanted.
- (3) The outline sheltered housing improvement programme be agreed and it be noted that reports would be submitted for the individual schemes that required major plans and proposals as the programme progressed.
- (4) It be agreed that consultation with tenants and other stakeholders should begin at the earliest possible date once agreement had been reached in terms of the outline Sheltered Housing Improvement Plan. It was acknowledged that there was a need for effective consultation and communication with residents to find out and cater for their needs prior to consideration of how to deal with any sites for disposal.
- (5) The following recommendations of the Housing Scrutiny committee be agreed: -
- a. Tenants who are decanted from a sheltered block that is to be sold off should be given top priority for sheltered accommodation within the area that they currently live;
  - b. Parish Councils should also be part of the consultation process;
  - c. Tenants currently in sheltered accommodation who wish to move out of this type of accommodation should be given the opportunity and help to achieve this to free up sheltered units to those who need them most;
  - d. Able-bodied tenants over the age of 60 should be allowed to apply for sheltered accommodation (in accordance with the criteria) and housed if it is their best interests and accommodation is available.

*(No member voted against)*

## **180. OPTIONS FOR 16 TYNDALE ROAD, ST CLEMENTS**

The Head of Oxford City Homes submitted a report (previously circulated and now appended).

Resolved that: -

- (1) Option 1 be adopted (to market the property generally);
- (2) It be noted that a further report would be submitted in due course concerning offers received and proposed use for the building.

*(No member voted against.)*

**181. OPTIONS FOR 170 WALTON STREET, JERICHO**

The Head of Oxford City Homes submitted a report (previously circulated and now appended).

Resolved that: -

- (1) The property be placed on the open market.
- (2) It be noted that a further report would be submitted in due course concerning offers received and proposed use for the building.

*(No member voted against.)*

**182. TREASURY MANAGEMENT ANNUAL REPORT 2006/07**

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

Resolved that Council be RECOMMENDED to: -

- (1) Approve the actual 2006/07 prudential indicators within the report.
- (2) Note the treasury management annual report for 2006/07.

*(No member voted against.)*

**183. AWARD OF CONTRACT FOR THE SUPPLY AND FITTING OF TYRES INCLUDING A CALL OUT SERVICE FOR CITY WORKS**

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

Resolved that: -

- (1) Project approval be granted for the provision of a fully managed tyre supply and fit contract for all Council vehicles.
- (2) A contract be awarded to Tyretyte Ltd. to provide the service, noting that the contract would be for two years starting on 1 December 2007 with an option to extend for up to one further year.
- (3) It be noted that the supplier was selected following an open tender process in accordance with the EU procurement regime.

*(No member voted against.)*

**184. SECOND QUARTER REVENUE AND CAPITAL BUDGET MONITORING 2007/08**

The Financial and Asset Management Business Manager submitted a report (previously circulated and now appended). The Board also considered recommendations and comments of the Finance Scrutiny Committee, as reported at the meeting.

The Chief Executive commented briefly on the issues raised by the Finance Scrutiny Committee. He said that he shared concerns about the projected overspend but actions had been put in place to try and balance this year's budget and he was confident that the end of year position would be very much improved. In particular he emphasised the need to ensure the right staff and systems were in place to make efficiency savings – simply looking at staff numbers and turnover was not enough. With regard to the Leisure and Cultural Services shortfall in savings the Chief Executive said that he was leading a Leisure Board comprising officers from Leisure, Finance, Human Resources and Property Management to look at improved efficiency and better marketing. This was particularly important because of the high number and cost of Leisure Centres in the City.

Councillor Goddard stressed the importance of officers and members working together to bring the current year's budget under control in order to provide a sound basis for future years.

The Financial and Asset Management Business Manager referred to the schemes in the Capital Programme where there had been slippage.

Resolved that: -

- (1) The overall financial position be noted.
- (2) It be noted that detailed responses to the issues raised by the Finance Scrutiny Committee would be provided for the next meeting of the Finance Scrutiny Committee.

*(No member voted against.)*

**185. AREA COMMITTEE RECOMMENDATIONS**

There were no such recommendations.

**186. FUTURE ITEMS**

No matters were raised under this item.

**187. MINUTES**

Resolved that the minutes (previously circulated) of the meeting of the Board held on 8 October 2007 be approved as a correct record.

**188. MATTERS EXEMPT FROM PUBLICATION**

Resolved that in accordance with the provisions of Paragraph 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 the press and public be excluded from the meeting 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.

<u>Items</u>	<u>Reason for exemption</u>	<u>Minutes</u>
C1, C2 and C3	information relating to the business affairs of any particular person (including the authority holding that information)	189, 190 and 191

**189. BUS SHELTERS- CONTRACT CLARIFICATION**

The City Works Business Manager submitted an exempt from publication appendix (previously circulated and now appended) to the report referred to in minute 173.

Resolved that the exempt from publication appendix be noted.

*(No member voted against.)*

**190. OPTIONS FOR 16 TYNDALE ROAD, ST CLEMENTS**

The Head of Oxford City Homes submitted an exempt from publication appendix (previously circulated and now appended) to the report referred to in minute 180.

Resolved that the exempt from publication appendix be noted.

*(No member voted against.)*

**191. OPTIONS FOR 170 WALTON STREET, JERICHO**

The Head of Oxford City Homes submitted an exempt from publication appendix (previously circulated and now appended) to the report referred to in minute 181.

Resolved that the exempt from publication appendix be noted.

*(No member voted against.)*

The meeting began at 9.00 am, the resolution to exclude press and public was taken at 11.01 am, and the meeting ended at 11.02 am.