

# EXECUTIVE BOARD

## A G E N D A

**Date: Monday 21 April 2008 at 9.00 am**

**Venue: Old Library, Town Hall**

### Membership as from 10 May 2007

John Goddard (Leader)  
David Rundle (Deputy Leader)  
Mohammed Altaf Khan  
Jim Campbell  
Jean Fooks  
Patrick Murray  
Caroline van Zyl

Antonia Bance  
Sajjad Malik  
Matthew Sellwood

### Portfolios

Overarching  
Stronger Communities  
Safer City  
Better Finances  
Cleaner City  
Improving Housing  
Sustainable Environment and Climate  
Change

Without portfolio  
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*

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The quorum of the Executive Board is three members. No substitutes are permitted.

## **DECLARING INTERESTS**

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 people with whom you have a close personal association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

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?**

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. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

### **What is a prejudicial interest?**

You have a prejudicial interest in a matter if;

- a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

### **What do I need to do if I have a prejudicial interest?**

If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.

**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**

When the Chair agrees, members of the public may ask questions for up to 15 minutes – these must be about items on the agenda and must have been given to the Head of Legal and Democratic Services by 2.00 pm on the working day before the meeting.

**4. BUSINESS IMPROVEMENT DISTRICT PROPOSALS FOR OXFORD CITY CENTRE**

*Portfolio holder: Councillor Goddard*

Report of the Head of City Development

**5. RADLEY LAKES – REGISTRATION AS A TOWN OR VILLAGE GREEN**

*Portfolio holder: Councillor Goddard*

Report (attached) of the Head of Legal and Democratic Services

**6. AWARD OF A CORPORATE CONTRACT FOR THE SERVICING AND MAINTENANCE OF BOILERS FOR OXFORD CITY COUNCIL**

*Portfolio holder: Councillor Campbell*

Report (attached) of the Head of Facilities Management and Corporate Procurement

**7. EVALUATION OF RECYCLING SCHEME AND OPTIONS FOR EXTENSION**

*Portfolio holder: Councillor Fooks*

Report (attached) of the Head of City Works

**8. FUTURE MANAGEMENT OF THE CITY COUNCIL OPERATED PARK AND RIDE CAR PARKS**

*Portfolio holder: Councillor Fooks*

Report (attached) of the Executive Director, City Services

**9. STATUTORY CODE OF PRACTICE FOR REGULATORS - REVISED ENVIRONMENTAL DEVELOPMENT ENFORCEMENT POLICY**

*Portfolio holder: Councillor Fooks*

Report (attached) of the Head of Environmental Development

**10. RENEWABLE ENERGY PROJECT – LARGE SCALE WIND TURBINES ON OXFORD CITY COUNCIL LAND**

*Portfolio holder: Councillor van Zyl*

Report (attached) of the Head of Environmental Development

**11. GETTING OUR HOUSE IN ORDER (THE CARBON MANAGEMENT PROGRAMME STRATEGY AND IMPLEMENTATION)**

*Portfolio holder: Councillor van Zyl*

Report (attached) of the Head of Environmental Development

**12. CLIMATE CHANGE IMPACTS – APPROVAL OF REPORTS**

*Portfolio holder: Councillor van Zyl*

Report (attached) of the Head of Environmental Development

**13. DRAFT HOUSING STRATEGY – APPROVAL TO CONSULT**

*Portfolio holder: Councillor Murray*

Report of the Head of Community Housing and Community Development

NOTE: The Draft Housing Strategy has been circulated separately to all members of the Board and senior officers who will be attending the meeting. A copy been placed in the Members' Room. The document can be viewed on the Council's website. Spare copies will be available at the meeting or can be obtained from the Committee Secretary.

**14. DRAFT HOMELESSNESS STRATEGY – APPROVAL TO CONSULT**

*Portfolio holder: Councillor Murray*

Report of the Head of Community Housing and Community Development

NOTE: The Draft Homelessness Strategy has been circulated separately to all members of the Board and senior officers who will be attending the meeting. A copy been placed in the Members' Room. The document can be viewed on the Council's website. Spare copies will be available at the meeting or can be obtained from the Committee Secretary.

**15. CANACT AND ANTISOCIAL BEHAVIOUR WORK FOR REGISTERED SOCIAL LANDLORDS OUT OF THE COUNTY**

*Portfolio holder: Councillor Altaf-Khan*

Report (attached) of the Head of Community Housing and Community Development

**16. ANNUAL LETTING PLAN – ALLOCATION PERCENTAGES**

*Portfolio holder: Councillor Murray*

Report of the Head of Community Housing and Community Development

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

**17. DONNINGTON DOORSTEP FUNDING AGREEMENT – DROP IN AND PLAY OUT**

*Portfolio holder: Councillor Altaf-Khan*

Report (attached) of the Acting Executive Director, City Regeneration

**18. COWLEY COMMUNITY CENTRE – LONG LIST OF OPTIONS**

*Portfolio holder: Councillor Rundle*

Report (attached) of the Head of Community Housing and Community Development

**19. CUSTOMER RELATIONSHIP MANAGEMENT SYSTEM – PROJECT APPROVAL**

*Portfolio holder: Councillor Murray*

Report (attached) of the Head of Oxford City Homes

*(See also exempt from publication appendix at item C2)*

**20. SOLAR PHOTOVOLTAIC SYSTEM AT NORTHBROOK HOUSE - PROJECT APPROVAL**

*Portfolio holder: Councillor Murray*

Report (attached) of the Head of Oxford City Homes

**21. REVIEW OF VOIDS PILOT**

*Portfolio holder: Councillor Murray*

Report (attached) of the Head of Oxford City Homes

**22. LAMBOURN ROAD BUNGALOWS**

*Portfolio holder: Councillor Murray*

Report (attached) of the Head of Oxford City Homes

**23. FORESTERS TOWER CCTV PILOT - RESULTS**

*Portfolio holder: Councillor Murray*

Report (attached) of the Head of Oxford City Homes

**24. RECOMMENDATIONS OF AREA COMMITTEES**

*Portfolio holder: Councillor Altaf Khan*

Recommendation (attached) from South East Area Committee

**25. FUTURE ITEMS**

This item is included on the agenda to give members the opportunity to raise issues on the Forward Plan or update the Board about future agenda items

**26. MINUTES**

Minutes (attached) of meeting held on 17 March 2008

**27. 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. ANNUAL LETTING PLAN – ALLOCATION PERCENTAGES FOR 2008/09**

*Portfolio holder: Councillor Murray*

Exempt from publication appendix (attached) to the report of the Head of Community Housing and Community Development at item 16

*(Item C1 is exempt from publication by virtue of paragraph 5 – information in respect of which a claim to legal professional privilege could be maintained in legal proceedings)*

*The public interest in maintaining an exemption is that the advice is subject to legal professional privilege.)*

#### **C2. CUSTOMER RELATIONSHIP MANAGEMENT SYSTEM – PROJECT APPROVAL**

*Portfolio holder: Councillor Murray*

Exempt from publication appendix (attached) to the report of the Head of Oxford City Homes at item 19

*Portfolio holder: Councillor Murray*

Exempt from publication appendix (attached) to the report of the Head of Community Housing and Community Development at item 19

*(Item C2 is exempt from publication by virtue of 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.)*