

# EXECUTIVE BOARD

Monday 21 April 2008

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

**OFFICERS PRESENT FOR THE WHOLE OF THE MEETING:** Peter Sloman (Chief Executive), Tim Sadler (Executive Director, City Services) and Michael Crofton-Briggs (Interim Executive Director, City Regeneration), David Higgins (Finance), Jeremy Thomas and Brenda Lammin (Legal and Democratic Services).

**OFFICERS PRESENT FOR PART OF THE MEETING:** Viv Hichens and Nicky Atkin (Facilities Management and Corporate Procurement), John Copley, Tony Payne, Paul Spencer and Paul Robinson (Environmental Development), Graham Stratford, Craig Buckby, Marianne Upton and James Edwards (Community Housing and Community Development), Chris Pyle, Martyn Mumford and Geoff Ridgely (Oxford City Homes), John Kulasek (Asset Management) and Chris Lee (Policy, Performance and Communication).

## 319. APOLOGIES FOR ABSENCE

There were no apologies for absence.

## 320. DECLARATIONS OF INTEREST

Councillors Bance, Campbell and Rundle declared personal interests in the item on Cowley Community Centre (minute 328) because they were members of Oxford Credit Union, which had been operating at the site.

## 321. PUBLIC QUESTIONS

The following questions were asked in respect of Radley Lakes (minute 316).

### Question from Basil Crowley (Radley Parish Council)

Would Oxford City Council be willing to consider a financial contribution to the Judicial Review at a later stage, should it be necessary and subject to (a) legal opinion on the prospects of success in the case, and (b) the progress of discussions between RPC (and other interested parties) and Npower about the long-term safeguarding of the Lake?

### Response from Councillor Goddard

Yes, although we do not wish commit to a contribution at the moment we will keep an open mind on this, as circumstances evolve.

Supplementary question - The legal process to protect Radley Lakes would face significant adverse costs only in the event that the Judicial Review should fail, when the loser might have to pay the costs of both sides. Would the City Council be prepared to offer financial support to cover that eventuality?

The Head of Legal and Democratic Services advised that the City Council would not be able to make a commitment to contribute to possible court costs at this time because it would depend on circumstances not yet known.

#### Question from Lynda Pasquire (Treasurer, Save Radley Lakes)

If the Council decided that it cannot support the Campaign to save Radley Lakes financially, would the Council consider the following?

- a) Donating the use of the Oxford Town Hall for a function (a concert for example) to raise funds which would go towards the payment of Legal Fees incurred by Radley Parish Council.
- b) Would the Council consider an initiative with other local Councils to persuade RWE npower to desist permanently in their plans to use Thrupp Lake in Radley as a waste dump for fuel ash. There will be a huge demand for aggregates for the Olympics construction works and pressure needs to be put on npower and the County Council to ensure that the power station ash is recycled into concrete for these building works, rather than extracting fresh gravel from sites around the County. An initiative needs to be undertaken involving Councillors of all political persuasions to encourage businesses in general, and this business in particular, to reduce the amount of waste going to landfill.

#### Response from Councillor Goddard

- a) This is certainly something we could look into. (Councillor Campbell suggested that an approach be made to the Lord Mayor's Secretary.)
- b) Yes, we can write to RWE npower citing good arguments why coal ash from Didcot power station should not be used to fill Radley Lakes at any time and that the amount of waste be reduced.

#### Question from Peter Harbour

Radley Parish Council have demonstrated great bravery in launching a judicial review of Oxfordshire County Council's decision not to register land around Thrupp and Bullfield Lakes as a Town Green. Will you please support them in their efforts to protect the local environment, your support would be of huge symbolic importance to them and to RWE npower? Their fight could also be of direct benefit to a city that has had more than its fair share of flooding - the flood plain in the area of the Radley Lakes, just downriver from Oxford, has been massively damaged by ash filling in recent years.

### Response from Councillor Goddard

As stated above, we support the campaign in principle but are not able to make any financial commitments at this stage. We will keep an open mind for the future. In response to a supplementary question on whether the Council would like to meet with the Radley Parish Council and the Save Radley Lakes Campaign before drafting a letter to RWE npower Councillor Goddard said he thought that would be very useful.

### **322. BUSINESS IMPROVEMENT DISTRICT PROPOSALS FOR OXFORD**

The Head of City Development submitted a report (previously circulated and now appended). The Board also considered concerns raised by the Central, South and West Area Committee as reported by Councillor Sellwood, a member of that Committee.

Councillor Goddard said he understood the Committee's reservations but that it was important to be a part of the ongoing discussions, and further reports would be submitted on the finer details. The Chief Executive explained that the City Council had made budget provision for extra contributions for a 3 year period for BID implementation, but the BID was expected to be self sustaining thereafter.

#### Resolved to: -

- (1) agree that the City Council will vote "yes" in the ballot on the Business Improvement District (BID) proposal;
- (2) ratify the proposed voluntary contribution arrangement;
- (3) note that the necessary formal documentation will be drawn up between the BID company and the City Council regarding the BID levy collection arrangements and other formal responsibilities contained in the BID legislation.

*(Councillors Fooks and Sellwood abstained.)*

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

The Head of Legal and Democratic Services submitted a report (previously circulated and now appended).

Councillor Bance proposed and Councillor Malik seconded an amendment to recommendation (a) in the report "that a £500 contribution be made towards the cost of the judicial review". The amendment was put to the vote but was not carried.

#### Resolved to: -

- (1) make no financial contribution towards the cost of the judicial review;
- (2) send a letter to RWE npower welcoming its decision to defer the filling in of Radley Lakes with coal ash from Didcot power station and inviting the company to reopen a dialogue with Radley Parish Council to discuss the future of the lakes;
- (3) ask the Oxfordshire Waste Partnership to write to RWE npower collectively in support of the Save Radley Lakes Campaign;
- (4) invite the Save Radley Lakes Campaign to contact the Lord Mayor's Secretary regarding the possibility of making the Town Hall available to the organisation free of charge for a fund raising event.

*(No member voted against.)*

#### **324. AWARD OF A CONTRACT FOR THE SERVICING AND MAINTENANCE OF BOILERS FOR OXFORD CITY COUNCIL**

The Head of Facilities Management and Corporate Procurement submitted a report (previously circulated and now appended).

Resolved to: -

- (1) award a contract to Barker & Evans Limited for the provision of a corporate contract for the servicing and maintenance of boilers for Oxford City Council;
- (2) agree that the contract be awarded for 3 years, starting on 1 May 2008, with an option to extend the contract for up to two further years.

*(Councillor Sellwood abstained.)*

#### **325. EVALUATION OF RECYCLING SCHEME AND OPTIONS FOR EXTENSION**

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

Resolved to: -

- (1) note the review and conclusions of the implementation of the waste and recycling scheme;
- (2) request officers to explore further and report on the options to improve the service and cost effectiveness, in particular addressing the following:-
  - o increasing substantially the percentage of domestic waste recycled;

- at the same time streamlining the new scheme to make it easier to operate and take up less space in the domestic setting;
  - reducing the per capita costs for the City Council;
- (3) thank staff and residents for all their hard work to date on implementing the scheme and congratulate them on their success in substantially increasing recycling rates in the City.

*(No member voted against.)*

### **326. FUTURE MANAGEMENT OF CITY COUNCIL PARK AND RIDE CAR PARKS**

The Chair announced that this item was being deferred for further discussions and would be considered at a meeting of the Board on 28 April 2008.

### **327. STATUTORY CODE OF PRACTICE FOR REGULATORS – REVISED ENVIRONMENTAL DEVELOPMENT ENFORCEMENT POLICY**

The Head of Environmental Development submitted a report (previously circulated and now appended).

Resolved to: -

- (1) note the introduction of the Statutory Code of Practice for Regulators;
- (2) agree to the amendment of the existing Environmental Development Services' Enforcement Policy to comply with its requirements;
- (3) authorise the Head of Environmental Development to amend all other Enforcement Policies to incorporate its requirements.

*(No member voted against.)*

### **328. RENEWABLE ENERGY PROJECT: COMMUNITY-SCALE WIND TURBINES ON OXFORD CITY COUNCIL LAND – LEASE OPTIONS**

The Head of Environmental Development submitted a report (previously circulated and now appended).

Resolved to: -

- (1) authorise officers to negotiate satisfactory terms for the granting of the lease options for the four sites identified in the report, ensuring that a market price is obtained;
- (2) request a further report once terms are provisionally agreed, so that the Board may approve the final negotiated terms.

*(No member voted against.)*

**329. GETTING OUR HOUSE IN ORDER (THE OXFORD CITY COUNCIL CARBON MANAGEMENT STRATEGY AND IMPLEMENTATION PLAN)**

The Head of Environmental Development submitted a report (previously circulated and now appended).

Resolved to: -

- (1) adopt the Carbon Management Strategy and Implementation Plan (SIP) appended to the report;
- (2) note that all departments across the Council will need to make sustained efforts to achieve the delivery of the SIP and ensure that targets are met;
- (3) support ongoing development of the SIP;
- (4) congratulate the officers on their excellent work.

*(No member voted against.)*

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

The Head of Environmental Development submitted a report (previously circulated and now appended).

Resolved that reports to the Executive Board, and reports to Area Committees on Executive functions, must have climate change approval from Environmental Development.

*(No member voted against.)*

**331. DRAFT HOUSING STRATEGY 2008-11**

The Head of Community Housing and Community Development submitted a report (previously circulated and now appended).

Resolved to: -

- (1) approve the draft Housing Strategy 2008-11 for wider consultation;
- (2) congratulate officers on their excellent work.

*(No member voted against.)*

### **332. DRAFT HOMELESSNESS STRATEGY 2008-13**

The Head of Community Housing and Community Development submitted a report (previously circulated and now appended).

Resolved to: -

- (1) approve the draft Homelessness Strategy 2008-13;
- (2) congratulate officers on their excellent work.

*(No member voted against.)*

### **333. CANACT AND ANTISOCIAL BEHAVIOUR WORK FOR REGISTERED SOCIAL LANDLORDS OUT OF COUNTY**

This item was withdrawn.

### **334. ANNUAL LETTINGS PLAN – ALLOCATIONS PERCENTAGES**

The Head of Community Housing and Community Development submitted a report (previously circulated and now appended).

Resolved to: -

- (1) note the performance against the Lettings Plan for 2007/08 (April to December), as set out in Appendix 1 to the report;
- (2) note the potential impact of the proposed changes;
- (3) RECOMMEND Council to approve and adopt the Annual Lettings Plan 2008/09, as set out in Appendix 2 to the report.

*(No member voted against.)*

### **335. DONNINGTON DOORSTEP FUNDING AGREEMENT: DROP IN AND PLAY OUT**

The Acting Executive Director, City Regeneration submitted a report (previously circulated and now appended).

Resolved to -

- (1) agree that funding be allocated to Donnington Doorstep through the grant allocation process and subject to annual performance review;
- (2) agree the allocation of £20k to Donnington Doorstep for 2008/09, as set out in Annex 1 to the report.

*(No member voted against.)*

### **336. COWLEY COMMUNITY CENTRE LONG LIST OF OPTIONS**

The Head of Community Housing and Community Development submitted a report (previously circulated and now appended).

Resolved to: -

- (1) agree that the short list of options for the site should be guided by three principles:-
  - the desperate need for more affordable housing in Oxford
  - the desire to improve community facilities in the Cowley area
  - the need to continue to move forward with the old Centre site, looking at adjacent sites as possible later phases, but not allowing those possibilities to delay work on this site
- (2) further to the comments of the Cowley Area Committee to agree that: -
  - space for the Credit Union and One Stop Shop would be considered alongside affordable housing and improved community facilities and flexibility would need be maintained as the situation developed;
  - ward councillors should be kept informed and Cowley Area Committee should be involved at every stage of decisions affecting the future of the site.

*(No member voted against.)*

### **337. PURCHASE OF CUSTOMER RELATIONSHIP MANAGEMENT SYSTEM**

The Head of Oxford City Homes submitted a report (previously circulated and now appended). The Board also considered the comments of the Housing Scrutiny Committee, which supported the proposals set out in the report.

Resolved to: -

- (1) grant project approval for the supply and annual maintenance of a Customer Relationship Management (CRM) system for Oxford City Homes;
- (2) authorise the Executive Director, City Services, to award a contract to the supplier that offers the most economically advantageous tender following an EU restricted tender process;
- (3) note that the proposed contract will be for a period of five years starting in June 2008.



*(No member voted against.)*

### **338. SOLAR PHOTOPVOLTAIC INSTALLATION – PROJECT APPROVAL**

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

Resolved to: -

- (1) grant project approval for the installation of a solar voltaic installation at Northbrook House, Blackbird Leys;
- (2) authorise the Head of Oxford City Homes to seek tenders from appropriate suppliers under the Building Research Establishment procurement consortium arrangement, and to accept the tender that is the most economically advantageous for the authority;
- (3) thank officers for their excellent work.

*(No member voted against.)*

### **339. REVIEW OF VOIDS PILOT**

The Head of Oxford City Homes submitted a report (previously circulated and now appended). The Board also considered the comments of the Housing Scrutiny Committee, which supported the proposals set out in the report.

Resolved to: -

- (1) adopt the lettable standard and tenants' choice elements as void policy with effect from the financial year 2008/09;
- (2) review the policy with tenants' representatives again if the property refusal rates increase as a result of the voids standard;
- (3) authorise the Executive Director, City Services, following consultation with the relevant Portfolio Holder and with Group Leaders, to approve minor changes arising from the review.

*(No member voted against.)*

### **340. LAMBOURN ROAD BUNGALOWS**

The Head of Oxford City Homes submitted a report (previously circulated and now appended). The Board also considered the comments of the Housing Scrutiny Committee.

Clarification was given that although there was a general understanding that the site would be developed for mixed accommodation (paragraph 5 of the report) this had not been formally agreed by the Board, and that it referred to a mixture of different types of units rather than a mix of private and social housing.

Resolved to approve the proposals for decanting tenants in the defective Lambourn Road bungalows, as set out in the report, noting that: -

- the decanting of tenants from defective bungalows would take place in stages, in accordance with safety requirements;
- although choice based lettings was the preferred method of allocation, in exceptional circumstances it may be necessary to make a direct allocation outside of the normal channels.

*(No member voted against.)*

### **341. FORESTERS TOWER CCTV PILOT RESULTS**

The Head of Oxford City Homes submitted a report (previously circulated and now appended). The Board also considered the comments of the Housing Scrutiny Committee, which supported the proposals.

Resolved to: -

- (1) note the result of the CCTV pilot in Foresters Tower;
- (2) extend the scheme to Plowman, Windrush and Evenlode Towers.

*(No member voted against.)*

### **342. AREA COMMITTEE RECOMMENDATIONS**

The Head of Legal and Democratic Services submitted a recommendation (previously circulated) from the South East Area Committee on welfare advice provision.

Councillor Bance clarified that although her comments contained in the preamble to the South East Area Committee minute (about unallocated grant funding) were accurate at the time they were made, the situation had changed since then.

Resolved to note that the Portfolio Holder for a Safer City (Councillor Altaf Khan) agreed that there should be a future strategy on welfare advice provision and ask for a report to be submitted to a meeting of the Board following consultation with interested parties.

*(No member voted against.)*

**343. FUTURE ITEMS**

No issues were raised.

**344. MINUTES**

Resolved that the minutes (previously circulated) of the meeting of the Board held on 17 March 2008 be approved as a correct record.

*(No member voted against.)*

**345. 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	information in respect of which a claim to legal professional privilege could be maintained in legal proceedings	346
C2	information relating to the business affairs of any particular person (including the authority holding that information)	347

**346. ANNUAL LETTINGS PLAN – ALLOCATION PERCENTAGES FOR 2008/09**

The Community Housing and Community Development submitted an exempt from publication appendix (previously circulated and now appended) to the report referred to in minute 334.

Resolved to note the exempt from publication appendix.

**347. CUSTOMER RELATIONSHIP MANAGEMENT SYSTEM**

The Head of Oxford City Homes submitted an exempt from publication appendix (previously circulated and now appended) to the report referred to in minute 337.

Resolved to note the exempt from publication appendix.

The meeting began at 9.00 am and ended at 10.56 am.