

CITY EXECUTIVE BOARD

Wednesday 11 June 2008

COUNCILLORS PRESENT: Councillors Bob Price (Chair), Ed Turner (Vice-Chair), Antonia Bance, Colin Cook, Sajjad Malik, John Tanner, Bob Timbs and Oscar Van Nooijen.

OFFICERS PRESENT FOR THE WHOLE OF THE MEETING: Tim Sadler and Mel Barrett (Executive Directors), Penny Gardner (Finance), Jeremy Thomas and Brenda Lammin (Legal and Democratic Services).

OFFICERS PRESENT FOR PART OF THE MEETING:

Pat Jones (Scrutiny Manager), Michael Crofton-Briggs (City Development), Graham Stratford and Martyn Mumford (Community Housing and Community Development), Chris Pyle (Oxford City Homes), Colin Bailey (City Works), John Bellenger and Martin Lyons (Finance and Asset Management)

1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Mary Clarkson.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. PUBLIC QUESTIONS

There were none.

4. ALLOTMENTS REBATE

The Environment Scrutiny Committee submitted a report (previously circulated and now appended).

Resolved to: -

- (1) agree a 50% rent rebate for the associations affected by flooding in 2007/08;
- (2) note that a longer term policy on charging and rebates would be established by officers and agreed by members by 1 October 2008.

5. TREE MANAGEMENT

The Environment Scrutiny Committee submitted a report (previously circulated and now appended).

Resolved to: -

- (1) agree that ward members/area committees would be notified in advance of any tree work undertaken by the Council, except when urgent works were needed because a tree was found to be dangerous and then the ward members would be contacted by telephone to discuss the reasons;
- (2) ask the Head of City Development to look into ways of encouraging developers to notify the Council when they are carrying out tree works in connection with planning permissions granted.

6. 20 MPH OXFORD

The Environment Scrutiny Committee submitted a report (previously circulated and now appended). The Board also considered comments from Councillor Fooks.

Resolved to: -

- (1) agree that the issue of 20 mph zones, together with associated issues such as evidence gathering, enforcement and the use of speed guns operated by the community, be referred to the City/County bi-lateral meeting to discuss how best to take it forward;
- (2) ask the Head of City Development to look at greater emphasis being given to Homezones in the Core Strategy document;
- (3) ask that financial provision for this matter be considered as part of the 2009/10 budget process.

7. LOW EMISSIONS ZONE

The Environment Scrutiny Committee submitted a report (previously circulated and now appended).

Resolved to note that delays in implementing a Low Emission Zone in the centre of Oxford were largely outside of the City Council's control, but that officers and the Board Member for a Cleaner, Greener City (Councillor Tanner) would continue to pursue the matter vigorously.

8. HIGH COST HOUSING AND BARRIERS TO EMPLOYMENT

The Housing Scrutiny Committee submitted a report (previously circulated and now appended).

Resolved to send a letter to the Department for Works and Pensions and other relevant MPs or ministers, highlighting strongly the problems faced by people living in Oxford who are currently in high cost accommodation, which can act as a barrier to employment because of the effect of taper on Housing Benefit.

9. VALUE FOR MONEY IMPROVEMENT PLANNING

The Finance Scrutiny Committee submitted a report (previously circulated and now appended).

Resolved to agree that in view of the different streams of value for money work currently ongoing it was important that there should be cross party working to deliver a cohesive budget, but to wait until after Scrutiny Committee A had met before deciding how best to take this forward effectively and avoid duplication.

10. CORPORATE PLANNING CYCLE

The Finance Scrutiny Committee submitted a report (previously circulated and now appended).

Resolved to: -

- (1) agree the Finance Scrutiny Committee's recommendations and proceed as set out in paragraph 7 of the report;
- (2) place regular items on this matter on agendas for the Cross Party Working Group.

11. SECTION 106 AGREEMENTS RELATING TO LEISURE SERVICES ACTIVITIES

The Health Scrutiny Committee submitted a report (previously circulated and now appended).

Resolved to: -

- (1) ask the Head of City Development to work with the incoming Head of City Leisure to tackle the barriers to providing community benefits identified;
- (2) note that a progress report would be submitted within 6 months.

12. GP REFERRALS

The Health Scrutiny Committee submitted a report (previously circulated and now appended).

Resolved to: -

- (1) note that GP referrals brought in additional clients(albeit on Slice Card rates) and so it was not obvious what additional costs there were to the City Council;
- (2) ask the Scrutiny Manager to look into whether there were any administrative or other costs that would justify a request to the PCT for funding to make the scheme sustainable, and pass the information to the Board Member for Leisure and Sport (Councillor Timbs);
- (3) request a further report if Councillor Timbs considered that further action was required.

13. EDUCATIONAL ATTAINMENT OF BME PUPILS IN OXFORD

The Community Scrutiny Committee submitted a report (previously circulated and now appended). Councillors Pressel and Sinclair (members of the Scrutiny Review Group) presented the findings of the Review Group.

Resolved to: -

- (1) support the findings of the Review Report and endorse the recommendations contained therein;
- (2) note that the Board Member for Social Inclusion and Young People (Councillor Bance) was meeting with her County Council counterpart to open a dialogue in order to reach a common understanding so that the recommendations could be presented to the Children's Trust;
- (3) thank Julia Woodman (Scrutiny Committee) for her excellent work on the Review.

14. NEIGHBOURHOOD POLICING

The Community Scrutiny Committee submitted a report (previously circulated and now appended).

Resolved to: -

- (1) note the need to carry out further work on community engagement, particularly in respect of engaging young people, and pursue this through the Policing Board;

- (2) agree that in the event that additional policing resources became available the City council would press for those to be applied to known hotspots;
- (3) seek confirmation that the Board Member for Safer Communities had an ex-officio seat on the Policing Board.

15. FUNDING FOR EQUALITIES WORK IN THE CITY

The Community Scrutiny Committee submitted a report (previously circulated and now appended).

Resolved to: -

- (1) note that the Board Member for Social Inclusion and Young People (Councillor Bance) would be working with the Partnerships Manager and Diversity co-ordinator to ensure that the recommendations were taken forward;
- (2) note that progress was required on meeting the BV2a level of equalities standard and that a report on the Corporate Equalities Scheme was to be submitted to the July meeting of the Board.

16. APPOINTMENTS TO OUTSIDE AND OTHER BODIES

The Head of Legal and Democratic Services submitted a report (previously circulated and now appended). The Board also considered representations from Councillor Brown.

Resolved to: -

- (1) agree the appointments as listed in the Annex to the minutes;
- (2) appoint the Board Member for Social Inclusion and Young People (Councillor Bance) to the Oxford Family Support Project Management Committee;
- (3) appoint the Board Member for Social Inclusion and Young People (Councillor Bance) to the Health and Well-being Partnership;
- (4) appoint the Board Member for a Cleaner, Greener Oxford (Councillor Tanner) to the Oxfordshire Waste partnership, with any other Board Member able to act as deputy;
- (5) agree that the Head of Legal and Democratic Services should, at the end of each Council year, provide all representatives to outside and other bodies with a short report form for completion to enable them to report back on the organisation(s) to which they were appointed;

- (6) agree that appointments should be for one year only;
- (7) agree that consideration of appointments to Charitable Trusts be deferred until the July meeting of the Board.

17. YEAR END 2007/08 PERFORMANCE REPORT

The Chief Executive submitted a report (previously circulated and now appended).

Resolved to: -

- (1) note the report;
- (2) record appreciation for the superb work carried out by Alan Brown and Claire Taylor in setting up the performance monitoring system during their time with the City Council;
- (3) thank staff in Housing and Revenues and Benefits for the improvements in their areas of work;
- (4) ask that members be reminded that information on CORVU and Performance Indicators could be accessed via the Council's Intranet.

18. CLIMATE CHANGE ADAPTATION PLAN

The Head of City Works submitted a report (previously circulated and now appended). The Board also considered the comments of Councillors Fooks and Simmons.

Resolved to note that: -

- (1) the Head of Environmental Development will carry out preliminary work to produce a framework for a Climate Change Adaptation Plan for the City Council's sphere of operations and assets;
- (2) a further report will be submitted in 6 months' time setting out progress on the Climate Change Action Plan and within that progress towards a Climate Change Adaptation Plan.

19. CYCLISTS' SAFETY

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

Resolved to: -

- (1) note the report;
- (2) ask for a screening of two films produced by CYCLOX on Cycle Safety and Buses to be arranged for all members.

20. WESTON OTMOOR ECO-TOWN CONSULTATION

The Head of City Development submitted a report (previously circulated and now appended). The Board also considered comments made by Councillor Rundle.

Resolved to respond to the Government consultation by stating that the City Council warmly supports the eco-town proposal at Weston Otmoor providing that: -

- (1) the development includes the proposed investment in rail infrastructure, both the fast line to Oxford and the extra route from Oxford to London via Bicester;
- (2) the extra housing at the eco-town is additional to and does not undermine the Government's support of the planned urban extension south of Grenoble Road;
- (3) at least 35% of the houses should be affordable and available for social rent with county-wide nomination rights.

21. INSPECTOR'S REPORT INTO THE WEST END AREA ACTION PLAN

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

Resolved to RECOMMEND Council to: -

- (1) note the comments of the Inspector's report into the West End Area Action Plan;
- (2) adopt the West End Area Action Plan as part of the Local Development Framework.

22. ROSE HILL LETTINGS PLAN REVIEW

The Head of Oxford City Homes submitted a report (previously circulated and now appended). The Board also considered comments made by Councillor Rundle.

Resolved to agree that the Local Lettings Plan for Rose Hill and Ashurst Way flats be fully implemented for a further period of two years to continue the development of a balanced and diverse community.

23. STRATEGY FOR BLOCKS OF MAISONETTES AND ONE BED FLATS

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

Resolved to approve the commissioning of a study into options for the future of one bed flats and maisonette blocks.

24. PROPOSAL TO UTILISE THE COMMUNITY PAYBACK SCHEME

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

Resolved that the authority participate in the Community Payback Scheme and that the Head of Oxford City Homes be authorised to determine which projects are carried out.

25. HOUSING STRATEGY 2008-11

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

Resolved to RECOMMEND Council to adopt the Housing Strategy 2008-11.

26. HOMELESSNESS STRATEGY 2008-13

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

Resolved to RECOMMEND Council to adopt the draft Homelessness Strategy 2008-13.

27. HOUSING ADVICE CONTRACT

The Head of Community Housing and Community Development submitted a report (previously circulated and now appended). The Board also considered comments made by Councillor Brown.

Resolved to authorise the Executive Director, City Regeneration, to award the contract to the tenderer offering the best value contract in both economic and social terms.

28. APPOINTMENT OF HOUSING ADVISORY PANEL

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

Resolved to re-appoint a Housing Advisory Panel that is politically balanced and has four members, comprising the Board Member with responsibility for Housing (Councillor Turner) as an ex officio member, and Councillors Benjamin, Murray and Smith.

29. EXPANSION OF SUMMER HOLIDAY ACTIVITIES

The Acting Executive Director, City Regeneration submitted a report (previously circulated and now appended). The Board also considered comments made by Councillor Fooks.

Resolved to: -

- (1) agree the expansion of holiday activities as set out in the report, and that area co-ordinators and area committee chairs be notified as quickly as possible of the deadline for making applications for funding;
- (2) note that the needs of people living in pockets of deprivation outside of the major areas of deprivation should also be considered.

30. APPROVAL OF 2008/09 BUILDING IMPROVEMENTS CAPITAL BUDGETS

The Executive Director, City Regeneration, submitted a report (previously circulated and now appended). The Board also considered comments made by Councillor Rundle.

Resolved to: -

- (1) grant capital project approval for the spending of the 2008/09 capital budget for building improvement works;
- (2) authorise officers to implement the schemes as outlined in the report when sufficient financial receipts became available.

31. THE OXFORD CITY COUNCIL (REDEVELOPMENT AND EXTENSION OF THE WESTGATE SHOPPING CENTRE) COMPULSORY PURCHASE ORDER 2007

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

Resolved to: -

- (1) note the stage now reached in the Compulsory Purchase Order (CPO) process, the further steps to be taken and the likely timescales for these;
- (2) confirm the appointment of Drivers Jonas to act on the Council's behalf in the acquisition of the property under the confirmed CPO;
- (3) agree that the delegated powers agreed in November 2006 should be exercisable by the Executive Director, City Regeneration.

32. YEAR END FINANCIAL MONITORING REPORT 2007/08

The Head of Finance submitted a report (previously circulated and now appended). The Board also considered comments made by Councillor Rundle.

Resolved to: -

- (1) note the year end financial position;
- (2) RECOMMEND Council to agree: -
 - a. the General Fund and HRA carryforwards, as set out in Appendix 5;
 - b. the allocation of £0.9m for transformational projects and £1m for community priorities;
 - c. the community priorities listed at Appendix 6 (noting that additional information would be available on the business cases for the priorities identified);
- (3) authorise the Chief Executive to approve all transformational projects (whether or not the projects were above £100k in value).

33. VALUE FOR MONEY AND EFFICIENCY ACTION PLAN

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

Resolved to: -

- (1) endorse the actions proposed in the report;
- (2) ask for regular updates to be given to Scrutiny Committee A and the Audit and Governance Committee.

34. FUTURE ITEMS

No issues were raised.

35. MINUTES

Resolved that the minutes (previously circulated) of the meetings of the Executive Board held on 21 and 28 April 2008 be approved as a correct record.

36. MATTERS EXEMPT FROM PUBLICATION

There were none.

The meeting began at 5.00 pm and ended at 6.38 pm.

ANNEX REFERRED TO IN MINUTE 16 (1)

**CITY EXECUTIVE BOARD
OUTSIDE AND OTHER BODY APPOINTMENTS**

| BODY | STATUS | REPRESENTATIVE(S) 2007/2008 |
|--|---------------|---|
| AIR TRAINING CORPS - CITY OF OXFORD COMMITTEE | O | Councillor Humberstone |
| ASSOCIATION OF COUNCILS OF THE THAMES VALLEY REGION (ACTVaR) | V | The Deputy Leader with the Leader of the Opposition Group as an observer |
| ASSOCIATION OF PUBLIC SERVICE EXCELLENCE (previously Association of Direct Labour Organisations) | V | Councillor Van Nooijen |
| CCTV INSPECTION TEAM | V | Councillors Pyle and Malik |
| CCTV MANAGEMENT COMMITTEE | V | Safer Communities Board Member (Councillor Malik) |
| CHERWELL HOUSING TRUST BOARD | V | Councillor Tanner |
| CHILDREN AND YOUNG PEOPLE'S BOARD | O | Social Inclusion and Young People Board Member (Councillor Bance) |
| CITIZENS ADVICE BUREAU | V | Councillors Brundin and McCready and 1 vacancy remaining offered to the Green Group |
| COMMUNITY LEGAL SERVICES PARTNERSHIP FOR OXFORD CITY | V | Safer Communities Board Member (Councillor Malik) |
| COUNCIL OF RUSKIN COLLEGE | O | Councillors Pressel, Christian and Rundle |

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| COUNTY COUNCIL'S SCHOOL ORGANISATION STAKEHOLDER GROUP | V | Culture and Heritage Board Member (Councillor Clarkson) Substitute Councillor Fooks |
| COUNTY PENSION FUND COMMITTEE | V | Councillor Price (continues as District Council nominee) |
| DRUG REFERENCE GROUP | V | Councillor Fooks and 1 vacancy remaining |
| HERITAGE CHAMPION – ENGLISH HERITAGE SOUTH EAST REGION | O | City Development Board Member (Councillor Cook) |
| EUROPEAN GROUP OF THE ASSOCIATION OF COUNCILS OF THE THAMES VALLEY REGION (ACTVaR) | V | Deputy Leader (Councillor Turner) |
| FOREST OF OXFORD STEERING GROUP | V | Councillors Pressel, Fooks and 1 vacancy remaining offered to the Green Group |
| FUSION (formerly Bloomin' Arts) – Advisory Steering Group | O | Councillor Jim Campbell |
| GATEHOUSE | O | Councillor Sanders |
| HEALTH AND WELL-BEING PARTNERSHIP | V | Social Inclusion and Young People Board Member (Councillor Bance) |
| INVESTIGATION OF AIR POLLUTION STANDING CONFERENCE | O | Cleaner, Greener Oxford Board Member (Councillor Tanner) and the Environmental Health Business Manager |
| LOCAL GOVERNMENT ASSOCIATION GENERAL ASSEMBLY | V | The Deputy Leader and the Leader of the Opposition Group as an observer |
| LOCAL GOVERNMENT ASSOCIATION URBAN COMMISSION | V | The Deputy Leader |
| LOCAL GOVERNMENT INFORMATION UNIT | V | Councillor Wilkinson |

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| LOCAL STRATEGIC PARTNERSHIP STEERING GROUP | V | The Leader |
| MODERN ART OXFORD | O | Councillors Pressel and Gotch |
| MUSEUMS JOINT WORKING GROUP | V | Councillor Gwynneth Royce |
| NATIONAL ASSOCIATION OF BRITISH MARKET AUTHORITIES (NABMA) | O | Culture & Heritage Board Member (Councillor Clarkson) |
| NATIONAL SOCIETY FOR CLEAN AIR AND ENVIRONMENTAL PROTECTION | V | Cleaner, Greener Oxford Board Member (Councillor Tanner) and the Environmental Health Business Manager |
| NIGHT SHELTER | O | Councillors Hazell, Smith and 1 Lib Dem (either Councillor Brown or Councillor Murray) |
| OXFORD AIRPORT CONSULTATIVE COMMITTEE | O | Councillor Scanlan |
| OXFORD AND CHERWELL COLLEGE CORPORATION | V | Councillor Cook |
| OXFORD AND DISTRICT SPORTS AND RECREATION ASSOCIATION FOR THE DISABLED (OXSRAD) | O | Councillor Hazell |
| OXFORD ASIAN CULTURE ASSOCIATION | O | Councillors Abbasi, Rundle and 1 vacancy remaining offered to the Green Group |
| OXFORD CITIZENS HOUSING ASSOCIATION BOARD | O | Councillor Smith (1 Labour Group vacancy remaining) |
| OXFORD IN BLOOM | V | Councillor Keen |
| OXFORD PLAYHOUSE TRUST | O | Councillor Christian |
| OXFORD PRESERVATION TRUST | O | Councillors Goddard, Cook and Christian (until April 2009) Councillors Pressel, Cook and Christian thereafter |

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| OXFORD SAFER COMMUNITIES PARTNERSHIP (formerly Atmosphere) | V | Safer Communities Board Member (Councillor Malik) |
| OXFORD SOCIAL LETTINGS AGENCY | O | Councillor Brundin (1 Labour Group vacancy remaining) |
| OXFORD SPORTS COUNCIL | O | Councillors Armitage and Timbs |
| OXFORDSHIRE BUILDINGS TRUST | O | Councillor Gotch |
| OXFORD COMMUNITY LOCAL STRATEGIC PARTNERSHIP STEERING GROUP | V | The Leader |
| OXFORDSHIRE CO-OPERATIVE DEVELOPMENT AGENCY | O | Councillor Altaf-Khan |
| OXFORDSHIRE COMMUNITY AND VOLUNTARY ACTION | O | Councillor Rundle |
| OXFORDSHIRE EARLY YEARS DEVELOPMENT AND CHILD CARE PARTNERSHIP | V | Social Inclusion and Young People Board Member (Councillor Bance) |
| OXFORDSHIRE ETHNIC MINORITIES ENTERPRISE DEVELOPMENTS LIMITED | O | <i>Councillor Shah Jahan Khan</i> |
| OXFORDSHIRE LEADERS' GROUP | V | The Leader |
| OXFORDSHIRE MEMBERS AFFORDABLE HOUSING GROUP | V | Deputy Leader (Councillor Turner) |
| OXFORDSIRE MUSEUMS COUNCIL | O | Councillor Royce |
| OXFORDSHIRE SUPPORTING PEOPLE COMMISSIONING BODY | O | Deputy Leader (Councillor Turner) with Councillor Smith as Named Deputy |
| OXFORDSHIRE TOURING THEATRE COMPANY | O | Councillor Humberstone |

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| OXFORDSHIRE WASTE PARTNERSHIP JOINT COMMITTEE | N/A | Councillor Tanner, plus any other member of the City Executive Board as Standing Deputy |
| OXFORDSHIRE WOMEN'S AID | O | <i>Councillor Hazell</i> |
| OXPAT | O | Councillor Tanner |
| PEGASUS THEATRE TRUST LIMITED | O | Councillor Christian |
| SCRUTINY CHAMPIONS NETWORK | V | Chair of the Overview and Scrutiny Co-ordinating Group |
| SOUTH EAST EMPLOYERS' ORGANISATION | V | Councillor Price |
| SOUTH EAST ENGLAND REGIONAL ASSEMBLY (SEERA) | V | The Deputy Leader (Councillor Turner) |
| SOUTH EAST RESERVE FORCES' AND CADETS' ASSOCIATION | A | 1 vacancy offered to the Green Group |
| STREET WARDEN MANAGEMENT GROUP (previously Steering Group) | V | Safer Communities Board Member (Councillor Malik) |
| THAMES VALLEY WASTE FORUM | V | Cleaner, Greener Oxford Board Member (Councillor Tanner) |
| THE BRIDGE PROJECT | O | Councillors Lygo and Sanders |
| THE PORCH STEPPIN' STONES | O | Councillor Smith |
| TOURISM SOUTH EAST (FORMERLY SOUTHERN TOURIST BOARD) | O | Councillor Clarkson |
| WINDMILL HOUSE LIAISON GROUP | O | Councillors McManners, Rundle and Wilkinson |

V = Voting Member

O = Non-voting Observer

