

CITY EXECUTIVE BOARD

Wednesday 3 September 2008

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

OFFICERS PRESENT FOR THE WHOLE OF THE MEETING: Peter Sloman (Chief Executive), Mel Campbell (Executive Director), Penny Gardner (Finance), Jeremy Thomas, Pat Jones and Brenda Lammin (Legal and Democratic Services).

OFFICERS PRESENT FOR PART OF THE MEETING:

Val Johnson (Partnership Development), Nicky Atkin (Strategic Procurement and Shared Services), Michael Crofton-Briggs (City Development), Angela Cristofoli and Dave Scholes (Community Housing and Community Development), Colin Bailey (City Works), Chris Pyle (Oxford City Homes).

70. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Malik. Councillors Bance and Turner gave notice that they were not able to be present for the early part of the meeting.

71. DECLARATIONS OF INTEREST

There were no declarations of interest.

72. PUBLIC QUESTIONS

There were no questions.

73. SAFEGUARDING CHILDREN

The Corporate Manager, Partnership Development, submitted a report (previously circulated and now appended).

Resolved to endorse the revised Safeguarding Children Plan 2008 and Self Assessment Action Tool, subject to updates necessary as a result of Council or central Government restructuring.

74. LOCAL LETTINGS PLAN FOR JOHN KALLIE COURT

The Head of Community Housing and Community Development submitted a

report (previously circulated and now appended).

Resolved to: -

- (1) agree the introduction of a Local Lettings Plan for John Kallie Court, as set out in the report;
- (2) note that the plan would be resubmitted to the Board at least every five years should officers wish to recommend its continuance.

75. TENANTS' CHOICE – REFURBISHMENT PROJECTS

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: -

- (1) approve the tenants' choice proposal "c" as set out in paragraph 7 of the report (to offer a range of choices compatible with the project, e.g. offer a shower fitting if the bathroom is being refurbished but keep the cost to an additional average cost of less than £500 per property);
- (2) note that there would be an annual review of the policy with tenants' representatives and authorise the Executive Director, City Services, to approve any minor changes in consultation with the Board member and group leaders.

76. NORTHWAY COMMUNITY CENTRE IMPROVEMENTS

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

Resolved to: -

- (1) approve the business case to spend the budget amendment allocation of £30,000 for improvements to Northway Community Centre;
- (2) ask for the report to be submitted to the North East Area Committee for information.

77. CITY WORKS WASTE AND CLEANSING PROJECTS

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

Resolved to approve the business case to spend budget amendment

allocations in respect of waste collection contingency/hit squads, free blue bins and abolition of the £5 delivery charge, as set out in the report but subject to the amendment of paragraph 2 of the business case for provision of free blue wheelie bins so that priority would be given only to residents who were too ill or infirm to use blue boxes and family houses with six or more residents.

78. CONTINUATION OF LEISURE PROVISION AT THE OXFORD ACADEMY

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

Resolved: -

- (1) that leisure provision at Peers Academy would remain operational until September 2010;
- (2) that every effort would be made to maximise usage of leisure facilities, including the production of a communications and marketing plan;
- (3) to note the budgetary pressures and mitigating actions being taken;
- (4) that opportunities for joint funding be explored;
- (5) to note that talks with the new Academy about future provision of leisure facilities were continuing and that future provision on the Academy site would be investigated as part of the leisure facilities review;
- (6) that a further report be submitted to the Board before the end of the year, to include information on cost mitigation measures, estimates of cost reductions, and updates on the other matters referred to above.

79. PLAY AREA FACILITY ACTION PLAN

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

Resolved to approve the Play Area Facility Action Plan (a framework to guide decision making about the refurbishment and provision of play areas) as appended to the report.

80. REFURBISHMENT OF PLAY AREAS – PROJECT APPROVAL

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

Resolved to: -

- (1) approve the business case to spend budget amendment allocations in respect of the refurbishment of play areas;
- (2) grant project approval for the refurbishment, as specified in the business case appended to the report, subject to consultation with area committees on the programme.

81. AWARD OF CONTRACT FOR THE SUPPLY AND INSTALLATION OF PLAYGROUND EQUIPMENT

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

Resolved to: -

- (1) grant project approval for a contract for the supply and installation of playground equipment to Oxford City Council;
- (2) agree that the contract would be awarded to suitably qualified and experienced suppliers (framework agreement) for 3 years commencing on 1 October 2008 with an option to extend the contract by up to one year;
- (3) authorise the Executive Director, City Services, to award the contract.

82. PEGASUS THEATRE

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

Resolved to: -

- (1) express support in principle for additional funding of £100,000 for the Pegasus Theatre Trust;
- (2) defer the report to the next meeting of the Board to give officers more time to consider how an additional contribution from this Council could be funded, and so that the outcomes of applications for funding to the County Council and Big Lottery Fund would be known.

83. AWARD OF CONTRACT FOR THE SUPPLY OF A TOWN HALL CAFÉ AND CATERING

The Head of City Development submitted a report (previously circulated and now appended). The Board also considered comments made by Councillor Fooks, and a recommendation from the Value and Performance Scrutiny Committee presented by Councillor Campbell concerning the impact of a requirement for not for profit organisations to have public liability insurance

cover if they chose to provide their own refreshments at functions.

Resolved to: -

- (1) agree that the issue of public liability insurance, as raised by the Value and Performance Scrutiny Committee, would be absorbed into discussions on the new contract with a view to reducing the burden on not for profit organisations;
- (2) grant project approval for the provision of a Town Hall Café and catering service to Oxford City Council;
- (3) authorise the Executive Director, City Regeneration, to award the contract for the provision of a Town Hall Café and catering service to Oxford City Council, noting that the contract would be for 3 years commencing on 8 November 2008 with an option to extend the contract by up to two years.

84. AWARD OF CONTRACT FOR LEASEHOLDER BUILDINGS INSURANCE

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

Resolved to: -

- (1) grant project approval for the provision of leaseholder buildings insurance for the Council;
- (2) award the contract to Jardine Lloyd and Thompson to provide the broker service and the OCASO to provide the underwriting and claims handling service, noting that this supplier has been selected following an open tender process in accordance with the EU procurement regime, noting that the contract would be for 3 years commencing on 1 October 2008, to take advantage of the long-term agreement discount.

85. PERFORMANCE MONITORING FIRST QUARTER 2008/09

The Policy, Performance and Communications Manager submitted a report (previously circulated and now appended).

Resolved to note the report.

86. FIRST QUARTER REVENUE AND BUDGET MONITORING 2008/09

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

Resolved to note the overall financial position and the financial pressures and

challenges facing the Council.

87. TREASURY MANAGEMENT ANNUAL REPORT 2007/08

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

Resolved to RECOMMEND Council to: -

- (1) approve the actual 2007/08 prudential indicators within the report;
- (2) note the treasury management annual report for 2007/08;
- (3) approve the proposed changes to the counterparty list, as set in the report.

88. CAPITAL STRATEGY 2008/09

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

Resolved to approve the Capital Strategy 2008/09, subject to the amendment of the penultimate bullet point on page 19.5 to read "The business case will then be taken to the City Executive Board for approval where the project is over £100k in value. If the project has not previously been approved as part of the Capital Programme, the business case will go to full Council for inclusion in the Programme."

89. MEDIUM TERM FINANCIAL STRATEGY

The Head of Finance submitted a report (previously circulated and now appended). The Board also considered a recommendation of the Value and Performance Scrutiny Committee presented by Councillor Campbell concerning provision of opportunities for pre-scrutiny of business cases for all revenue or capital projects over £100k.

Resolved to: -

- (1) note that there was already a mechanism giving Scrutiny Committees the opportunity for pre-scrutiny in that Scrutiny Officers and Chairs regularly went through the Forward Plan to see if there were any items they wished to consider at their Committees before a report went to the City Executive Board, and all items for the Board were published in the Forward Plan;
- (2) approve the Medium Term Financial Strategy.

90. OPTIONS FOR 16 EDMUND ROAD

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

Resolved to adopt option 3, as set out in paragraph 7 of the report (to retain and carry out the necessary remedial/adaptation works and re-let to a disabled person).

91. FUTURE ITEMS

No issues were raised under this item.

92. MINUTES

Resolved to agree the minutes (previously circulated, now appended) of the meeting held on 23 July 2008, subject to references to Christchurch College or Christ Church College in minutes 39 and 44 being amended to Christ Church.

93. 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>Item</u>	<u>Reason for exemption</u>	<u>Minutes</u>
C1	Information relating to the business affairs of any particular person (including the authority holding that information)	94

94. OPTIONS FOR 16 EDMUND ROAD

The Head of Oxford City Homes submitted an exempt from publication appendix (previously circulated and now appended) to the report referred to in minute 90.

Resolved to note the exempt from publication appendix.

The meeting began at 5.00 pm and ended at 6.17 pm.