

CITY EXECUTIVE BOARD

Wednesday 26th November 2008

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

OFFICERS PRESENT FOR THE WHOLE OF THE MEETING: Peter Sloman (Chief Executive), Mel Barrett and Tim Sadler (Executive Directors), Penny Gardner (Finance), Chris Lee (Media and Communications) and Jeremy Thomas, William Reed and Mathew Metcalfe (Legal and Democratic Services).

OFFICERS PRESENT FOR PART OF THE MEETING: Simon Howick (Head of Human Resources), Martin Mumford and Chris Pyle (Oxford City Homes), Paul Robinson (Environmental Development), Mark Jaggard (City Development) and Shajaat Hussain and Danny Woodhouse (Policy and Performance Team)

117. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Bob Timbs.

118. DECLARATIONS OF INTEREST

The Vice-Chair declared a personal interest in the subject of minute 122 (COVERED MARKET FUTURE STRATEGY) because he was friends with a tenant of a retail unit in the Covered Market through their mutual involvement in amateur football as referees.

119. PUBLIC QUESTIONS

There were no public questions

120. SICKNESS ABSENCE MANAGEMENT

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

Resolved:-

- (1) To agree the recommendations of the Value and Performance Scrutiny Committee;
- (2) To ask the Head of Human Resources to focus on areas where there was particularly poor performance and on the reasons most commonly

given for absence from work, and to analyse possible solutions.

121. LOW EMISSION ZONE FEASIBILITY STUDY UPDATE

The Communities and Partnership Scrutiny Committee submitted a report (previously circulated and now appended). The Board also considered the comments of the Chair of the Communities and Partnership Scrutiny Committee (Councillor Rundle) and Councillor Brown.

Resolved to:-

- (1) Investigate the introduction of a Low Emission Strategy across the City, encompassing air quality management issues;
- (2) Express disappointment that the changing policy of Oxfordshire County Council had led to the delay in completing the feasibility study (noting that this had put back the finalisation of a report to a target date of the end of March 2009) but to welcome the appreciation by the County Council of the Communities and Partnership Scrutiny Committee's concerns;
- (3) Reaffirm the Board's commitment to the Low Emission Zone (LEZ) despite the changing situation arising from Oxfordshire County Council's "Transform Oxford" proposals and to stress the urgency of introducing the LEZ.

122. COVERED MARKET FUTURE STRATEGY

The Interim Head of Property and Facilities submitted a report (previously circulated and now appended). The Board also considered the comments of Councillor Brown.

Resolved: -

- (1) To note the rent review settlements awarded by the Arbitrators, which had the effect of increasing the rent roll from £695,000 per annum to £948,000 per annum;
- (2) Save as provided in (3) below, to:-
 - (a) Agree the principle of utilising some of the rent increase generated by the awards in excess of the allocated budget, up to a maximum of £30,000, to seek professional advice on a long term strategy to improve the vitality and viability of both the Covered Market and the Gloucester Green markets;
 - (b) Agree the principle of allocating £50,000 for a repairs and maintenance programme;

- (3) Confirm that the expenditure, as set out in (20 above, be deferred pending confirmation of the Council's overall budget position, and that a further report on the matter will be submitted to the Board as soon as possible;
- (4) Refer consideration of the external consultation brief funded from the £30,000 and referred to in paragraph 11 of the report, and the scope of the project to the review group set up by Value and Performance Scrutiny Committee;
- (5) Approve in principle the allocation of additional funding in future years, representing extra market income over and above current budget, subject to consideration of the detail of the outcome of the review referred to (2) (a) and (4) above.

123. IMPROVEMENTS TO RISINGHURST COMMUNITY CENTRE

The Interim Head of Property and Facilities submitted a report (previously circulated and now appended). The Board also considered the comments of Councillor Rundle.

Resolved to approve the additional budget allocation of £10,000 for improvements to Risinghurst Community Centre and authorise officers to proceed with spending this funding as outlined in paragraph 2 of the report.

124. 20 MPH SPEED LIMITS FOR OXFORD

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

Resolved to support the implementation of 20 mph speed limits in Oxford City and so to advise the County Council.

125. ASTON'S EYOT – PROPOSED MANAGEMENT ARRANGEMENTS

The Head of City Works submitted a report (previously circulated and now appended). The Board also considered recommendations from the East Area Parliament. Councillor Simmons addressed the Committee.

Resolved to: -

- (1) Approve the development, with Christ Church and the local community, of a management plan for Aston's Eyot this to include approval of a financial contribution from the East Area Parliament's revenue budget to the costs identified in Appendix A to the report;
- (2) Not take a lease of the Eyot of any kind due to the risks and liabilities associated with the land;

- (3) Authorise the Head of City Works to negotiate and develop a management agreement/plan that secured both improved community access and maintenance to the Eyot and that minimised liability and risks associated with safety and finance as far as reasonably practicable;
- (4) Ask for a report on the outcome of negotiations and development of the management agreement/plan to be submitted in three months' time.

126. PLANNING - ANNUAL MONITORING REPORT 2007/08

The Head of City Development submitted a report (previously circulated and now appended). The Board also considered comments from Councillors Brown and Simmons.

Discussion focused on compliance of non-residential development with cycle standards (page 52 of the monitoring report) and why compliance was not on target; the nature of completed market and affordable dwellings (pages 16 and 17 of the report) and whether this met housing need; and sustainable buildings and the meeting of NRIA requirements (pages 48 and 49 of the report).

Resolved to approve the Annual Monitoring Report for submission to the Secretary of State; and to authorise the Head of City Development to make any necessary editorial corrections to the document prior to submission.

127. PLANNING DECISIONS - NEW WAYS OF HANDLING

The Head of City Development submitted a report (previously circulated and now appended). The Board considered comments from Councillors Rundle and Simmons.

Resolved:-

- (1) To RECOMMEND Council that: -
 - a) Planning applications be no longer determined at Area Committees;
 - b) Two committees be formed covering two defined geographically areas of the City (the areas to be decided upon from Options 1 and 2 in paragraphs 17 and 18 of the report);
 - c) A Strategic Development Control Committee be formed to be responsible for consideration of all planning policy documents and determination of planning applications of "City-wide significance";
 - d) The Monitoring Officer, in consultation with the Leader of the Council, be authorised to make detailed changes to the Constitution in consequence of (a), (b) and (c) above;

- (2) That a risk analysis report be submitted direct to Council upon the proposals contained in the report.

128. WEST END REGENERATION PROGRESS UPDATE

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

Resolved to: -

- (1) Note the report;
- (2) Endorse the shift of resources, in consultation with partners, towards direct physical delivery and the focus on housing as compared to one of preparing enabling policies and strategies;
- (3) Approve an increase in funding for the West End Partnership from £50,000 per annum to £150,000 per annum from 2009/10, to be capitalised from the Department of Communities and Local Government grant, subject to a similar increase in funding from Oxfordshire County Council and South East England Development Agency;
- (4) Request the Leader of the County Council to come and make a presentation to all City Council members on the County Council's "Transform Oxford" initiative and to initiate a discussion of the details of the county transportation schemes in the West End;
- (5) To ask the Board member, City Development to establish the position on progress on the Frideswide Square remodelling.

129. DECENT HOMES KITCHEN AND BATHROOM WORKS – TENDER APPROVAL

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

Resolved that, for the reasons set out in paragraphs 7 and 8 of the report, the second lowest tender for Decent Homes kitchen and bathroom works in the revised sum of £570,513.02 as submitted by Fergal Contracting Company, be accepted.

130. REVIEW OF WASTE AND RECYCLING COLLECTION SERVICE – PROJECT BRIEF

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

A discussion took place on the state of the recycling market in the light of the economic downturn.

Resolved to approve the project brief appended to the report and authorise the contracting of resources to work up a detailed business case and to ask that a further report be submitted to the Board in January.

131. SECOND QUARTER 2008/09 PERFORMANCE REPORT

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

Resolved :-

- (1) To note the report;
- (2) That officers publicise the various packages available to people suffering difficulties in obtaining/retaining accommodation during the current financial difficulties.

132. SECOND QUARTER REVENUE AND CAPITAL BUDGET MONITORING 2008/09

The Head of Finance submitted a report (previously circulated and now appended) together with a supplementary updating report (circulated, now appended). The Board also considered a supplementary report on the outcomes of line-by-line budget reviews, as referred to in paragraph 11 of the report.

The Head of Finance said that as a result of a Government announcement today the Icelandic bank investments did not need to be written off in one year.

Resolved to: -

- (1) Note the overall financial position;
- (2) RECOMMEND Council to:-
 - (c) Approve the forecast year-end variances to the General Fund budget referred to in the half year report, plus the revised forecasts set out in the supplementary report;
 - (c) Note that this position became the approved budget for 2008/09 and would be used to monitor against for the remainder of the year;
 - (c) Approve the Housing Revenue Account (HRA) budget changes referred to in 16 of the report;

- (d) Agree that £500,000 of the HRA's pause in expenditure be carried forward into 2009/10.

133. BUDGET FOR CONSULTATION 2009/10

The Head of Finance submitted a report (previously circulated now appended) and the Head of City Works submitted a paper (circulated, now appended) containing proposed tariff increases for City Council car parks.

Resolved: -

- (1) To note the difficult financial situation (paragraphs 4 – 9 of the report) and the Action Plan for delivering a three year balanced budget (table following paragraph 21 and appendices 3 and 4.
- (2) To agree the indicative General Fund proposals, Housing Revenue Account (Appendix 5) and Capital budget (Appendix 6) for consultation, with the Board considering the outcome of consultation together with a Budget-setting report in January/February 2009;
- (3) To request the Chief Executive to implement the efficiency savings marked YES in column 6 of Appendix 3 as soon as possible;
- (4) In respect of the 2009/10 Budget, in view of the difficult financial position, to RECOMMEND Council in December:-
 - (a) To agree savings in the Medium Term Financial Strategy as referred to in paragraph 11 of the report (as set out on page 17.3 of the report) ahead of setting the 2009/10 Budget;
 - (b) On car parks charges, that an additional £500,000 income be put into the Budget for each of the next three years, this amount to be obtained by increasing car parks charges by an average of 15%:
- (5) Subject to Council adopting the recommendation in (3)(b) above:-
 - (a) For the 2009/10 car parks charges variations, to withdraw Area Committee delegated powers to set charges for suburban car parks;
 - (b) To agree to the giving of notice (Section 35C, Road Traffic Regulation Act 1984) to vary car park charges at all of the Council's off-street car parks as set out in the annex to the signed copy of these minutes;
 - (c) The revised car parks charges to be introduced as soon as possible in January 2009;
 - (d) to pass the decisions on the proposed increases in suburban car parks charges to Area Committees for comment/adjustment if felt

necessary to reflect local needs and objectives within the overall requirement to achieve a 15% increase;

- (6) To note the changes in funding of the Capital Programme as set out in paragraphs 35 – 48 of the report;
- (7) That, subject to formal consideration (in January 2009) of the Independent Remuneration Panel's report on members' allowances, no increase be made to members' allowances for 2009/10.

134. CARBON MANAGEMENT PROGRAMME

The Head of Environmental Development submitted a report (previously circulated and now appended). The Board considered comments made by Councillors Fooks and Simmons.

Resolved to: -

- (1) Note progress reported towards attaining the 25% carbon reduction target from Council operations and buildings by 31st March 2011, in particular progress toward the 2008/09 interim target of 8%;
- (2) Note that the energy and resources management programme was funded to the end of 2009/10 but not beyond that date;
- (3) Note the estimated financial shortfalls from 201/11 onwards for projects that fell outside Salix funding;
- (4) Agree arrangements for the Salix carbon reduction fund, which needed to offer a revolving loan facility, be ring fenced, and roll over from year to year, in line with the Carbon Trust criteria when the matched funding award was made.

135. ANTI-SOCIAL BEHAVIOUR PROCEDURE – PROPOSED REVISION

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

Resolved to:-

- (1) note the proposed changes and endorse the revised procedure (Appendix 1 to the report) for use by Oxford City Council;
- (2) thank the Tenants' Panel and all others involved for their work on the project.

136. OXFORD CITY FOOTBALL CLUB PROPOSALS - COURT PLACE FARM, MARSTON – DECISION MAKING BODY

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

Resolved that all executive decisions regarding the granting of a lease and associated agreements with Oxford City Football Club in respect of Court Place Farm, Marston, be delegated to the North East Area Committee.

137. DISPOSAL OF ROWLANDS HOUSE, RISINGHURST, OXFORD

The Interim Head of Property and Facilities Management submitted a report (previously circulated and now appended). The Board also considered the comments of Councillor Rundle.

Resolved to: -

- (1) Approve the acceptance of the best offer currently available, as detailed in the exempt from publication appendix to the report;
- (2) Agree that in the event that the proposed purchaser does not proceed the Interim Head of Property and Facilities Management be authorised to proceed with a sale to any future bidders, at or above the open market value.

138. FUTURE ITEMS

No issues were raised under this item.

139. MINUTES

Resolved to:-

- (1) Agree the minutes (previously circulated) of the meeting held on 22nd October 2008;
- (2) Note that Pegasus Theatre had been successful in its bid for funding from other sources;
- (3) Note that the Oxfordshire 20/30 Strategy had been agreed by the Oxfordshire Strategic Partnership that afternoon.

140. 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 and that the Board was satisfied that in all the circumstances the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

<u>Items</u>	<u>Reason for exemption</u>	<u>Minutes</u>
C1 – C3	Information relating to the business affairs of any particular person (including the authority holding that information)	141, 142 and 143

141. DISPOSAL OF ROWLANDS HOUSE, RISINGHURST, OXFORD

The Interim Head of Property and Facilities Management submitted an exempt from publication appendix (previously circulated and now appended) to the report referred to in minute 137.

Resolved to note the exempt from publication appendix.

142. WESTGATE REDEVELOPMENT

The Interim Head of Property and Facilities Management submitted an exempt from publication report (previously circulated and now appended).

Resolved to: -

- (1) Note the current position with regard to discussions with the developer;
- (2) Authorise the entering into of detailed negotiations with the developer, Capital Shopping Centres (CSC) for an extension of the Development Agreement to 31 December 2012 on terms to be agreed and having regard to issues as detailed in the report;
- (3) Agree to the instruction of CB Richard Ellis to undertake the above negotiations on the basis of CSC bearing the Council's reasonable costs incurred;
- (4) Note that a further report would be submitted to the Board as soon as possible, detailing the outcome of those further negotiations.

143. MINUTES

Resolved to agree the not for publication minutes (previously circulated) of the meeting held on 22nd October 2008.

The meeting began at 5.00 pm and ended at 7.25 pm.