

CITY EXECUTIVE BOARD

A G E N D A

Date: Wednesday 20 May 2009 at 5.00 pm

Venue: St. Aldate's Room, Town Hall

MEMBERSHIP AND RESPONSIBILITIES (Subject to change at Annual Council on 14 May)

Bob Price (Leader)	Corporate governance and strategic partnerships
Ed Turner (Deputy Leader)	Finance, housing and strategic planning
Antonia Bance	Social inclusion and young people
Mary Clarkson	Culture and heritage
Colin Cook	City development
Sajjad Malik	Safer communities
John Tanner	Cleaner, greener city
Bob Timbs	Leisure and sport
Oscar Van Nooijen	Service transformation

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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 - up to 15 minutes in total is allowed for this item. Questions must be about items on the agenda and the actual wording of the question(s) must be given to the Head of Legal and Democratic Services by 2.00 pm on the working day before the meeting (email AC executiveboard@oxford.gov.uk or telephone the person named on page A of the agenda).

4. TACKLING ANTISOCIAL BEHAVIOUR – SCRUTINY REVIEW REPORT

Lead member: Councillor Turner

The Communities and Partnership Scrutiny Committee has submitted a report (attached) on findings and recommendations arising from its review of tackling anti-social behaviour issues on estates.

The Board will be asked to endorse the recommendations and ask officers to take them forward.

5. CONSERVATION AND THE HISTORIC ENVIRONMENT

Lead member: Councillor Cook

The Head of City Development has submitted a report (attached) responding to two Council motions agreed by Council on the management of trees across the city and a proposed conservation area for Jericho.

The Board will be asked to support the principle of the preparation of a Heritage Strategy and Tree Strategy for the city and seek external funding and agree to create a conservation area for Jericho when resources permit.

6. FLOOD MITIGATION BY RAINWATER HARVESTING

Lead member: Councillor Cook

The Head of Environmental Development has submitted a report (attached) responding to a Council motion seeking measures to reduce flooding caused by rainwater runoff from the City.

The Board will be asked to note the benefits and urge the uptake of Sustainable Urban Drainage systems where possible in future developments, and agree that the Council should take no further direct action but work with developers to take this forward.

7. CITY COUNCIL'S RESPONSE TO THE CONSULTATION ON SOUTH OXFORDSHIRE DISTRICT COUNCIL'S CORE STRATEGY PREFERRED OPTIONS

Lead member: Councillor Turner

The Head of City Development has submitted a report (attached) on the City Council's response to the consultation on South Oxfordshire District Council's Core Strategy Preferred Options.

The Board will be asked to endorse the draft response.

8. AFFORDABLE HOUSING COMMISSION AND STRATEGIC HOUSING DELIVERY GROUP ACTION PLAN

Lead members: Councillor Turner

The Head of City Development has submitted a report (attached) on the action plan for the Strategic Housing Delivery Group in response to the Oxford Strategic Partnership Select Committee report on Affordable Housing (Housing Commission report).

The Board will be asked to agree the action plan and thank the Chair of the Affordable Housing Commission for the Panel's report.

9. LEISURE DEVELOPMENT MAJOR REPAIRS AND MAINTENANCE WORKS PROJECT INITIATION DOCUMENT (PID)

Lead member: Councillor Timbs

The Head of City Leisure has submitted a report seeking approval of the Project Initiation Document to progress the leisure centre investment programme and substantive development works.

The Board will be asked to give project approval to the investment programme and substantive development works within the Leisure Centres.

10. LEISURE FACILITIES REVIEW

Lead member: Councillor Timbs

The Head of City Leisure has submitted a report (attached) seeking approval for the Leisure Services Plan, which sets out a long term plan for each leisure facility, and how a world-class leisure service will be achieved following the commencement of a ten year contract with Fusion to manage the Council's leisure facilities.

The Board will be asked to approve adoption of the Leisure Services Review and agree a number of actions to take this forward.

11. ACHIEVING A LIVING WAGE

Lead members: Councillor Price

The Head of Human Resources has submitted a report (attached) in response to a Council motion agreed in November 2007 asking for the Council to commit to achieving Living Wage Employer status by April 2009.

The Board will be asked to note actions being taken to implement the Council motion.

12. CHARGING FOR CERTAIN HOUSING ACT NOTICES

Lead member: Councillor Turner

The Head of Environmental Development has submitted a report (attached) on updates to the current Environmental Development enforcement policy to include charging for certain Housing Act notices.

The Board will be asked to agree the amendments and that charges can be made for certain Housing Act notices.

13. THE SECOND OXFORDSHIRE LOCAL AREA AGREEMENT

Lead member: Councillor Price

The Corporate Manager, Partnership Development, has submitted a report on targets set by the "refreshed" Local Area Agreement (2) now agreed by the Secretary of State.

The Board will be asked to note the targets and authorise the Chief Executive, in consultation with the Leader of the Council and other Group Leaders, to consider and reach agreement on any further amendments required and report back to the Board.

14. FINANCIAL MONITORING YEAR END 2008/09

Lead member: Councillor Turner

The Head of Finance has submitted a report (attached)

The Board will be asked to note the year-end financial position and recommend Council to approve the General Fund and HRA carry-forwards in appendix 5.

15. FEES AND CHARGES STRATEGY

Lead member: Councillor Turner

The Head of Finance has submitted a report (attached) proposing a Fees and Charges Strategy and identifying the next steps in implementing the Strategy.

The Board will be asked to recommend Council to adopt the strategy and note the action plan for an audit of current fees and charges.

16. REPLACEMENT WINDOW REVIEW

Lead member: Councillor Turner

The Head of Oxford City Homes has submitted a report (attached) on the recent review of replacement windows with a particular focus on price and sustainability.

The Board will be asked to instruct the Executive Director, City Services, to adopt PVCu windows and doors as the standard for the next five years.

17. PROPERTY REPAIR AND MAINTENANCE – CAPITAL PROGRAMME 2009/10

Lead member: Councillors Price and Turner

The Interim Head of Property and Facilities Management has submitted a report (attached) seeking project approval to the proposed capital budget spend on property repairs and maintenance for 2009/10.

The Board will be asked to give project approval, authorise officers to proceed and note the suggested way forward.

18. NORTHWAY CENTRE OFFICES

Lead member: Councillor Price

The Interim Head of Property and Facilities Management has submitted a report (attached) seeking approval to declare the premises at Northway Centre surplus to requirements.

The Board will be asked to agree that the Northway offices are surplus to requirements and should be demolished, agree in principle that the site be

disposed of, and grant project approval for the associated budget spend.

19. AIREY HOUSES, LITTLEMORE – TENDER APPROVAL

Lead member: Councillor Turner

The Interim Head of Property and Facilities Management has submitted a report (attached) concerning tenders received for works to Airey houses in Littlemore

The Board will be asked to approve acceptance of the lowest tender.

20. OPTIONS FOR 16 TAWNEY STREET

Lead member: Councillor Turner

The Head of Oxford City Homes has submitted a report (attached) setting out options for 16 Tawney Street. (See also the exempt from publication appendix at item C1.)

The Board will be asked to agree that the property be sold on the open market and a further report be submitted on offers received.

21. LAND AT IFFLEY ROAD

Lead member: Councillor Turner

The Interim Head of Property and Facilities Management has submitted a report (attached) seeking approval to dispose of the freehold interest of land previously declared surplus to requirement. (See also the exempt from publication appendix at item C2.)

The Board will be asked to agree disposal of the site on the terms set out in the exempt from information appendix.

22. ST CLEMENT'S CAR PARK

Lead member: Councillor Turner

The Interim Head of Property and Facilities Management has submitted a report (attached) seeking approval to the leasehold interest of a site currently comprising St Clement's car park to facilitate the development of student accommodation. (See also the exempt from publication appendix at item C3.)

The Board will be asked to agree the granting of a 150 year lease as detailed in the exempt from publication appendix, the leasing back at a peppercorn rent those parts of the site needed to facilitate replacement parking, and note that the purchaser will be responsible for the Council's proper costs incurred.

23. 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.

24. MINUTES

Minutes (attached) of meetings held on 23 March and 1 April 2009

25. 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.

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PART II

MATTERS EXEMPT FROM PUBLICATION

(Items C1 – C3 are 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.)

C1. OPTIONS FOR 16 TAWNEY STREET

Lead member: Councillor Turner

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

C2. LAND AT IFFLEY ROAD

Lead member: Councillor Turner

Exempt from publication appendix (attached) to the report of the Interim Head of Property and Facilities Management at item

C3. ST CLEMENT'S CAR PARK

Lead member: Councillor Turner

Exempt from publication appendix (attached) to the report of the Interim Head of Property and Facilities Management at item