

CITY EXECUTIVE BOARD

Monday 23 March 2009

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

OFFICERS PRESENT FOR THE MEETING: Peter Sloman (Chief Executive) Mel Barrett (Executive Director), Graham Stratford (Community Housing and Community Development), Anna Winship (Finance) and Lindsay Cane and Brenda Lammin (Legal and Democratic Services)

205. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mary Clarkson and Sajjad Malik.

206. DECLARATIONS OF INTEREST

There were no declarations.

207. PUBLIC QUESTIONS

There were no questions.

208. DOVECOTE OUT OF SCHOOL PLAY FACILITIES AND FAMILY DROP IN CENTRE – BUSINESS CASE

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

Resolved to:

- (1) approve the business case appended to the report;
- (2) ask for information to be sent to Members about the other sources of funding that would make up the Dovecote's £33,248 shortfall.

209. TREASURY MANAGEMENT STRATEGY 2009/10

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

Resolved to RECOMMEND Council to: -

- (1) adopt and approve the prudential indicators and limits for 2009/10 to 2011/12 contained within the report;
- (2) approve the Minimum Revenue Provision (MRP) statement contained within the report, which sets out the Council's policy on MRP;
- (3) approve the Treasury Management Strategy 2009/10 to 2011/12, and the treasury prudential indicators;
- (4) approve the Investment Strategy 2009/10 contained in the Treasury Management Strategy, and the detailed criteria;
- (5) approve the Counterparty List at Appendix B to the report.

The meeting began at 5.00 pm and ended at 5.17 pm.

CITY EXECUTIVE BOARD

Wednesday 1 April 2009

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

OFFICERS PRESENT FOR THE WHOLE OF THE MEETING: Peter Sloman (Chief Executive), Mel Barrett and Tim Sadler (Executive Directors), Sarah Fogden (Finance), and Jeremy Thomas and Brenda Lammin (Legal and Democratic Services)

OFFICERS PRESENT FOR PART OF THE MEETING: Ian Brooke (City Leisure), Stuart Fitzsimmons (City Works), Michael Crofton-Briggs (City Development), Graham Stratford, Nerys Parry and Tom Porter (Community Housing and Community Development), John Copley and Roger Pitman (Environmental Development) and Jane Lubbock (Strategic Procurement and Shared Services)

210. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Antonia Bance.

211. DECLARATIONS OF INTEREST

Councillor Tanner declared a personal interest in respect of grant funding for affordable housing for the TA Centre, Sunnymeade Court and Salesian Gardens (minute 220 refers) because he represented the Council on the A2 Dominion Board.

212. PUBLIC QUESTIONS

There were none.

213. CONTINUING THE LEISURE TRANSFORMATION

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

Resolved: -

- (1) to give Leisure Services the remit to:
 - a. develop the use of sport, recreation, physical activity and play, to build a stronger and more inclusive communities and improve health outcomes;

- b. support the reduction in the health inequalities gap between the north and south of the city;
 - c. develop and lead the formation and implementation of sports, leisure, green spaces, play and other related policies and strategies;
 - d. draw in external funding and effectively utilise developer contributions from the planning process;
 - e. deliver developmental proposals at leisure centres and in parks and other open spaces;
 - f. develop a cohesive city-wide leisure offering by working with partners focused on the Oxford Sustainable Communities Plan and the Corporate Plan;
 - g. manage play development and play areas refurbishment;
 - h. manage the city's parks, open spaces and countryside;
 - i. manage the leisure services contract and sharing the learning from the contract across other service areas
- (2) to note the structure for the new service and the two new posts of Sport and Leisure Development Manager and Leisure Client Manager;
- (3) to note that a report on the Blackbird Leys Wellbeing Hub was due to be submitted to the July meeting of the Board;
- (4) to note that it was hoped that a Leisure Facilities Strategy (internal arrangements) would be ready for submission to the May meeting of the Board, and that work on the preparation of a wider Leisure Strategy would commence after that..

214. OXFORD CITY COUNCIL OPERATIONAL PLAY POLICY

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

Resolved: to approve the adoption of an operational Play Policy for Oxford City Council, as set out in the appendix to the report.

215. DELIVERING FOOTBALL PROJECTS AND DEVELOPING FOOTBALL AS THE CITY'S FOCUS SPORT

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

Resolved: to approve the recruitment of the Focus Sports Development Officer, funded for three years by the Football Development Fund.

216. ARBORICULTURAL SERVICES FRAMEWORK AGREEMENT FOR OXFORDSHIRE COUNTY COUNCIL

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

Resolved to: -

- (1) give project approval for Oxford City Council to enter into a framework contract with Oxfordshire County Council for arboricultural services within the city of Oxford for up to three years;
- (2) note that the potential value of the work to be charged is likely to exceed £100,000 over the three year period.

217. ALLOCATION OF HOMELESS REVENUE BUDGET

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

Resolved to RECOMMEND to Council to:-

- (1) approve the allocation of the Homelessness, Overcrowding and Worklessness Directorate (HOWD) government grant for the financial year April 09 – March 10, in accordance with the grant conditions set out by Communities and Local Government;
- (2) approve the following financial grants from the HOWD budget for 2009-2010 to external agencies: -
 - Rough Sleepers' Street Services and Reconnection Team (CRI) - £238,218
 - 1 Substance Misuse worker, Simon House (CRI) - £45,574
 - 1 Specialist Alcohol Worker, Night Shelter - £34,223
 - 1 Tenancy Sustainment Worker, Night Shelter - £34,223
 - 1 Prevention and Reconnection Worker, The Gap Oxford - £38,864
 - 1 Multiple Needs worker, Elmore Community Team - £39,278
 - 1 Life Skills Worker, Simon House - £39,024
 - 1 Move-on Co-ordinator, Simon House £39,024
 - Severe Weather Beds - £3,588
 - Joint funding of the Joint Housing Team and Supported Lodgings Scheme, in partnership with Oxfordshire Council - £30,000;
- (3) approve the following allocations of Oxford City Council's homelessness grants budget:-
 - O'Hanlon House Day Centre - £133,432
 - The Bridge Oxford - £42,992
 - Elmore Community Services - £42,230
 - The Gap - £95,938
 - The Gatehouse - £9,502
 - Steppin Stone - £51,250
 - Simon House - £11,637
 - Emmaus Oxford Furniture Store - £28,505

Aspire Oxfordshire - £25,543;

- (4) authorise the Head of Community Housing and Community Development to allocate the balance of the HOWD budget (£97,984) and the homelessness grants budget (£1,250).

218. ENHANCED HOUSING OPTIONS PROJECT

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

Resolved to: -

- (1) RECOMMEND Council to: -
 - a. approve a variation to the Council's 2009/10 budget, through the addition of £40,000 income (from Communities and Local Government grant) and an expenditure budget of £40,000, in order to fund the Enhanced Housing Options Project;
 - b. note that another £40,000 income and expenditure will need to be provisionally provided for in the 2010/11 budget, dependent upon the CLG confirming grant funding in early 2010;
- (2) thank the Housing Needs Team for their excellent work in obtaining the funding and identifying such a significant range of deliverables from the available funding.

219. ANNUAL LETTINGS PLAN – ALLOCATIONS PERCENTAGES

The Head of Community Housing and Community Development submitted a report (previously circulated and now appended). The Board also noted the confidential advice note from the Head of Legal and Democratic Services.

Resolved to: -

- (1) note the performance against the Lettings Plan for 2008/09 (Appendix 1 to the report);
- (2) RECOMMEND Council to approve the proposed Lettings Plan for 2009/10 (Appendix 2 to the report);
- (3) note the potential impact of the changes.

220. OXFORD CITY COUNCIL GRANT FUNDING FOR AFFORDABLE HOUSING: TA CENTRE, HEADINGTON; SUNNYMEADE COURT, CUTTESLOWE; SALESIAN GARDENS, TEMPLE COWLEY

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

Resolved to: -

- (1) give project approval under Finance Rule 19.14;
- (2) RECOMMEND Council to agree that funding of the grant is drawn down from unallocated developer contributions for affordable housing and that the scheme be added to the Council's Capital Programme;
- (3) Instruct the Head of Community Housing and Community Development to complete the necessary funding agreements with A2 Dominion.

221. OXFORD CITY COUNCIL GRANT FUNDING FOR AFFORDABLE HOUSING: BEENHAMS, RAILWAY LANE, LITTLEMORE

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

Resolved to: -

- (1) give project approval under Finance Rule 19.14;
- (2) RECOMMEND Council to agree that funding of the grant is drawn down from unallocated developer contributions for affordable housing and that the scheme be added to the Council's Capital Programme;
- (3) Instruct the Head of Community Housing and Community Development to complete the necessary funding agreements with South Oxfordshire Housing Association.

222. LOCAL AIR QUALITY MANAGEMENT – LOW EMISSION ZONE

The Head of Environmental Development submitted (a) a report (previously circulated and now appended) and (b) supplementary information in the form of a report submitted to the County Council Cabinet Member Decision Meeting on 26 March, and (c) additional technical data tabled at the meeting. The Board also considered the comments made by Councillor Jean Fooks, County Councillor Ian Hudspeth and Steve Howell (Oxfordshire County Council – Head of Transport).

Resolved to: -

- (1) declare a Low Emission Zone (LEZ), requiring all public service vehicles (PSVs) operating in Oxford city centre to meet the Euro V emission standard by 31 December 2013;
- (2) in pursuit of the above, to work together with Oxfordshire County Council

in the development of an integrated package of transport and bus quality improvements in Oxford – to include: -

- a. the signing of a draft Bus Quality Partnership Scheme (QPS) by October 2009, that will require, when established, all PSVs operating in Oxford city centre to comply with the requirements of the proposed LEZ;
 - b. work with the Traffic Commissioner to develop a traffic regulation condition (TRC) requiring all PSVs operating in Oxford city centre to comply with the requirements of the proposed LEZ. The TRC will be introduced unless a QPS as described in (2)a. above has been implemented first;
- (3) note the County Council resolution to “carry out a detailed assessment of the impact of the proposed LEZ on low frequency bus services, particularly subsidised services or services whose commercial viability is uncertain”.

223. OXFORD CITY COUNCIL CULTURAL STRATEGY 2009-11

The Head of City Development submitted a report (previously circulated and now appended). The Board also considered comments and recommendations from the Communities and Partnership Scrutiny Committee and comments made by Councillor David Rundle in his capacity as Chair of the Communities and Partnership Committee.

Resolved to RECOMMEND Council to adopt the revised Cultural Strategy, as appended to the report, noting that an updated version of the action plan would be submitted to the Council meeting on 20 April.

224. REGULATION OF INVESTIGATORY POWERS ACT 2000

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

Resolved to endorse the Council's current Regulation of Investigatory Powers (RIPA) procedure, and note that details of the Council's use of RIPA will be reported to full Council.

225. STRATEGIC OVERVIEW OF THE OPTIONS FOR PURCHASING ENERGY

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

Resolved to: -

- (1) grant project approval to use LASER for the purposes of letting the Council's replacement energy contract;

- (2) approve the energy purchasing strategy set out in section 4 of the report, and to use the LASER service to enter into new energy contracts based on flexible purchasing - in advance purchasing where appropriate to allow the Council to take advantage of the current reduction in energy prices (this is in line with the recommendations of the professional energy buying consortia);
- (3) note that a green energy quote will be obtained wherever it is possible to do so. The price for green energy will be compared against the standard quote and members will be advised of the option to purchase green energy in the context of overall value for money;
- (4) authorise the Executive Director, City Regeneration, to enter into the new replacement energy contracts identified by the process as set out in resolutions (1) and (2) above when required;
- (5) approve the creation of an Energy Fund for any energy under spend in 2009/10, capped at £250,000, and not attributed to Salix funded energy saving projects, to provide financial resilience against future price rises of up to 12%.

226. RISK MANAGEMENT STRATEGY

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

Resolved to approve the updated Risk Management Strategy.

227. DISPOSAL OF 16 TYNDALE ROAD

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

Resolved to: -

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

228. FUTURE ITEMS

No issues were raised under this item.

229. MINUTES

Resolved to agree the minutes (previously circulated) of the meeting held on 18 February 2009, subject to the addition of Councillor Sajjad Malik to the list of those giving their apologies for absence.

230. 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 12A 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	Information that could be considered legally privileged	231
C2 and C3	Information relating to the business affairs of any particular person (including the authority holding that information)	232 and 223

231. ANNUAL LETTINGS PLAN – ALLOCATIONS PERCENTAGES

The Head of Legal and Democratic Services submitted legal advice (previously circulated and now appended) relating to the report Community Housing and Community Development referred to at minute 219.

Resolved to note the exempt from publication appendix.

232. DISPOSAL OF 16 TYNDALE ROAD

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 227.

233. MINUTES

Resolved to agree the exempt from publication minutes (previously circulated) of the meeting held on 18 February 2009.

The meeting began at 5.00 pm and ended at 6.20 pm.