

# CITY EXECUTIVE BOARD

## A G E N D A

**Date: Wednesday 14th October 2009 at 5.00 pm**

**VENUE: ST. ALDATE'S ROOM, TOWN HALL**

### MEMBERSHIP AND RESPONSIBILITIES

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

*Staff Contact: William Reed 01865 252230 or write to Town Hall, Blue Boar Street, Oxford OX1 4EY*

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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. SCRUTINY MATTERS**

Agenda items 6, 8, 9, 10 and 11 have been considered by Scrutiny. Scrutiny comments are either circulated with this agenda or will be circulated separately.

**5. MEDIUM TERM FINANCIAL STRATEGY 2010 – 2012/13**

*Lead member: Councillor Turner*

Report of the Heads of Finance (circulated as a separate document).

This report assesses and models the financial prospects for the Council over a five year period. It identifies key risks from external factors, what internal assumptions might be made outlines future savings.

**6. REGENERATION FRAMEWORK FOR OXFORD TO 2026**

*Lead members: Councillors Bance and Turner*

Report of the Strategic Director, City Regeneration (attached).

This report sets out the Council's strategic approach to regeneration in partnership with key organisations. It recommends the Board to recommend Council to adopt the Framework into the Council's Policy Framework.

Note: Comments and recommendations of consultees and of the Communities and Partnership Scrutiny Committee on 6<sup>th</sup> October will be circulated as a separate document.

## **7. RECESSION IMPACT FUNDING AND REPOSSESSION INTERVENTION**

*Lead member: Councillor Turner*

Report of the Head of Community Housing and Community Development (attached).

The report concerns the use of funds from the Department for Communities and Local Government to improve homelessness prevention work and address homeless issues. It recommends the expenditure of that funding to enhance current homeless prevention work and to introduce a repossession and eviction prevention fund.

## **8. PUBLIC CONVENIENCES REVIEW**

*Lead member: Councillor Tanner*

Report of the Head of City Works (attached).

The report analyses the outcome of consultation that the Board authorised on 1<sup>st</sup> July 2009. The report recommends the Board as follows:-

- To approve the closure of some public toilet facilities in Oxford and to meet the cost of their decommissioning from existing City Works budgets
- To approve implementation of a community toilet scheme over the whole of Oxford, commencing in the City centre
- To agree in principle to the redevelopment of Gloucester Green toilets to a standard which reflects Oxford's status as a world-class city and request that a business case be prepared

Note: Comments and recommendations from the Value and Performance Scrutiny Committee on 14<sup>th</sup> September are circulated at page 8.98.

## **9. CULTURAL STRATEGY ACTION PLAN**

*Lead Member: Councillor Price*

Report of the Head of City Development (attached).

The report sets out an action plan for implementing the Council's Cultural Strategy that was adopted by Council on 20<sup>th</sup> April 2009. The report recommends the Board to recommend Council to approve the action plan. The report addresses Scrutiny comments.

## **10. DESTINATION MANAGEMENT ORGANISATION**

*Lead Member: Councillor Cook*

Report of the Head of City Development (attached).

The report discusses the adoption of a consistent and integrated approach across Oxfordshire to tourism. It suggests that such an approach is important in order to realise the full economic potential of tourism. It suggests that this approach might best be achieved by the establishment of a public-private partnership agency – a destination management organisation – and describes how this might be established and work. The Board is being asked to give the Council's support in principle to the creation of such an organisation subject to a satisfactory business case being presented.

Note: Comments and recommendations from the Tourism Scrutiny Panel are circulated at page 10.26.

## **11. CUSTOMER CONTACT STRATEGY**

*Lead Member: Councillor Van Nooijen*

Report of the Strategic Director, City Services (attached).

This report presents the Council's customer contact strategy for approval.

Note: Comments and recommendations from the Customer Contact Strategy Scrutiny Panel on 5<sup>th</sup> October will be circulated to the Board with the Board briefing note.

## **12. TRANSFORMATION PROGRAMME – OVERVIEW OF BENEFITS**

*Lead Member: Councillor Van Nooijen*

Report of the Head of Business Transformation (attached).

This report provides an overview of progress to date on the Council's Transformation Programme. The Board is being asked to note the position.

## **13. MACMILLAN HOUSE, ST ALDATE'S COURTYARD**

*Lead Member: Councillor Van Nooijen*

Report of the Interim Head of Property and Facilities Management (attached).

This report seeks approvals to rent review and sub-letting in relation to MacMillan House, St Aldate's Courtyard.

Note: There is not for publication Appendix to this report.

#### **14. 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.

#### **15. MINUTES**

Minutes (attached) of meeting held on 9<sup>th</sup> September 2009.

#### **16. 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**

*(Item C1 is 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. MINUTES**

Not for publication minutes (attached) of the meeting held on 9<sup>th</sup> September 2009.

#### **C2. MACMILLAN HOUSE, ST ALDATE'S COURTYARD**

Not for publication Appendix to the report at agenda item 13 (attached).