

CITY EXECUTIVE BOARD

Wednesday 2nd December 2009

COUNCILLORS PRESENT: The Chair (Councillor Bob Price), The Vice-Chair (Councillor Ed Turner), Councillors Antonia Bance, Colin Cook, Sajjid Malik, Joe McManners, John Tanner, Bob Timbs and Oscar Van Nooijen.

OFFICERS PRESENT FOR THE WHOLE OF THE MEETING: Peter Sloman (Chief Executive), Melbourne Barrett (Executive Director, City Regeneration), Tim Sadler (Executive Director, City Services), Steve Sprason (interim Head of Corporate Assets), Penny Gardner (Head of Finance), Lindsay Cane (Law and Governance) and Alec Dubberley and William Reed (Democratic Services).

OFFICERS PRESENT FOR PART OF THE MEETING: Michael Crofton-Briggs, Lyn Lawrence and Colin Reid (City Development), Nerys Parry (Community Housing and Development), Ian Brooke (Head of City Leisure), Shajatt Hussain (Policy and Performance), Anna Winship (Finance) David Scholes (Community Housing and Development) and Pat Jones (Law and Governance).

92. APOLOGIES FOR ABSENCE

No apologies for absence were received.

93. DECLARATIONS OF INTEREST

There were no declarations of interest made.

94. PUBLIC QUESTIONS

There were no public questions.

95. REVIEW OF PUBLIC CONVENIENCES - SCRUTINY CONSIDERATION

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

The Chief Executive clarified that as part of the authority's ongoing work towards achieving better value for money, public conveniences as well as all the services under the responsibility of City Works would be examined closely in the near future.

Resolved, in the light of the Scrutiny Committee observations:-

- (1) To confirm that winter (i.e. out of season) closures of the Abingdon Road and Wolvercote public conveniences should proceed as resolved by the Board on 14th October (minute 83 refers);
- (2) To confirm that permanent closures of the Barns Road, Castle Street and Headington Hill Park public conveniences should proceed as resolved by the Board on 14th October (minute 83 refers);
- (3) To ask officers to explore the way in which public conveniences were provided by other local authorities used for benchmarking purposes (section 9 of the report considered by the Board on 14th October refers) and others recommended by best practice, and to consider opportunities within the current fundamental review of City Works for further value for money and financial gains within the operation of public conveniences.

96. STRATEGIC ASSET MANAGEMENT PLAN – OUTCOME OF CONSULTATION

The Interim Head of Property and Facilities Management submitted a report (previously circulated, now appended) seeking endorsement of the Asset Management Plan 2009 for onward approval by Council. The Value and Performance Scrutiny Committee also submitted a report (previously circulated, now appended).

The Chief Executive reported that the allocation of responsibility for the management of all land and property assets would now lie with the Executive Director, City Regeneration and in turn be delegated to the Head of Corporate Assets.

Resolved:-

- (1) To note the proposed additions to the Asset Management Plan 2009, following the consultation and scrutiny processes;
- (2) (a) To note the recommendations of the Value and Performance Scrutiny Committee and how they had been addressed in the Plan (Section 10 of the Plan refers);

(b) On line of inquiry 7 (how will councillors outside the Executive be kept in touch with progress), to note that this would be achieved through, among other ways, the Area Chairs Group;
- (3) To RECOMMEND Council to adopt into the Council's Policy Framework the revised Asset Management Plan 2009.

97. CHILDREN AND YOUNG PERSON'S PLAN 2010-2013

The Head of City Development submitted a report (previously circulated, now appended) outlining a possible response to Oxfordshire Children and Young People's Plan. The Board welcomed Vic Citarella (Social Care, Children's Services and Management Associates) who explained that the County Council was required to produce the Plan every three years and this authority, as a Children's Trust Partner, was asked to comment. Councillor Bance thanked members and officers who had been able to contribute views in such a short timescale and gave her support to the recommendations.

Resolved:-

- (1) To endorse the response to the draft Oxfordshire Children and Young Person's Plan 2009;
- (2) To request a further report be brought back to the Board on 13 January to consider the revised Plan.

98. LIFT MAINTENANCE CONTRACT – TENDER ACCEPTANCE

The Head of Oxford City Homes and the Interim Head of Property and Facilities Management submitted a report (previously circulated, now appended) seeking approval to accept a tender for lift maintenance for the Council's housing stock.

Resolved that the lowest tender for the maintenance of lifts in the total sum of £343,572.90 submitted by Cotswold Lifts Ltd be accepted.

99. REPLACEMENT FIRE DOORS - TENDER ACCEPTANCE

The Head of Oxford City Homes submitted a report (previously circulated, now appended) seeking approval to accept a tender for replacement fire doors for the Council's housing stock.

Resolved that the lowest tender for replacement of fire doors in the total sum of £287,370 submitted by Homesafe Doors Ltd be accepted.

100. OLD FIRE STATION CRISIS SKYLIGHT – UPDATE ON THE DEVELOPMENT

The Head of Community Housing and Development submitted a report (previously circulated, now appended) updating progress made towards redeveloping the Old Fire Station site. The Communities and Partnership Scrutiny Committee also submitted a report (previously circulated, now appended).

Resolved:-

(1) To RECOMMEND Council that: -

(a) The additional funding of £700,000 from the Housing and Communities Agency be drawn down and that the total expenditure profile of the project be amended to: -

2008/09- £50,000
2009/10 – £200,000
2010/11 - £2.45 million
2011/12 - £700,000
2012/13 - £70,000;

(b) Capital funding of £415,000 be made available in 2010/11 to enable the development of Design Option 3 as detailed in the officers' report;

(c) The overall budget for the scheme be revised from £2.18 million to £3.47million;

(2) To note the additional capital funding from Crisis of £100,000 in 2009/10 and a further £100,000 in 2010/11;

(3) To note that the Communities and Partnership Scrutiny Committee would work on the detailed business plan in January and report upon it either to the Board or direct to Council, and otherwise to endorse the comments of the Scrutiny Committee;

(4) To authorise the Executive Director, City Regeneration to select and enter into the appointment and contract with the building contractor.

101. PLANNING ANNUAL MONITORING REPORT 2008/09

The Head of City Development submitted a report (previously circulated, now appended) seeking endorsement of the Annual Monitoring Report 2008/09. The Value and Performance Scrutiny Committee also submitted a report (previously circulated, now appended)

Resolved:-

(1) To approve the Annual Monitoring Report for submission to the Secretary of State;

(2) To authorise the Head of City Development to make any necessary editorial corrections to the document prior to publication;

- (3) To endorse the comments of the Value and Performance Scrutiny Committee save for that relating to visitor statistics where the Board considered the information supplied in the report to be accurate.

102. MUSEUM OF OXFORD

The Head of City Development submitted a report (previously circulated, now appended) seeking a decision on the future of the Museum of Oxford.

With the Board's agreement, Councillor Armitage and Tony Joyce (Oxford Civic Society) addressed the meeting concerning the work done by the Museum and options for the future.

Resolved to endorse Option Two of the report, namely keeping the Museum of Oxford open for a period of 12 months to enable long term options for a revitalised Museum to be fully explored.

103. SPORT AND PHYSICAL ACTIVITY REVIEW AND ACTION PLAN

The Head of City Leisure submitted a report (previously circulated, now appended) seeking endorsement of the City Sports Review. The Board Member for Leisure and Sport explained that the limited funds available for sporting activities would need to be targeted to particular sports where maximum impact could be made. With the Board's agreement, Councillor Armitage addressed the meeting and spoke about other sports that he considered should be better recognised in the Action Plan.

Resolved:-

- (1) That the "focus sports" for the Council should be swimming, football, skating and street sports, with other prioritised sports being badminton, dance, rugby, tennis, cricket and athletics;
- (2) The six major sport and physical activity projects listed in Appendix 6 of the review be prioritised accordingly;
- (3) That the Sport and Physical Activity Action Plan be adopted.

104. OXFORD CITY FOOTBALL CLUB – APPROVAL OF GRANT FUNDING

The Head of City Leisure submitted a report (previously circulated, now appended) seeking approval to make a grant to Oxford City Football Club of £125,000. The Board Member for Leisure and Sport informed the Committee that the grant was necessary to enable the club to continue offering the current level of community activity, and that the grant would be repayable.

Resolved to approve the award of a grant of £125,000 to the Oxford City Football Club project, subject to the terms set out in the report and to other external funding being in place.

105. BUDGET FOR CONSULTATION 2010/11

The Heads of Finance submitted a report (previously circulated, now appended) presenting, for consultation, the Council's indicative budget for 2010/11.

Resolved to agree the General Fund, Housing Revenue Account and Capital budgets for consultation.

106. REVENUE AND CAPITAL BUDGET 2009/10 MONITORING - SECOND QUARTER

The Heads of Finance submitted a report (previously circulated, now appended) providing information on the Council's financial position to 20 September 2009 with a forecast of the position expected by the end of the current financial year.

Resolved to note the overall financial position.

107. NEW CEMETERY SPACE

The Head of City Leisure submitted a report (previously circulated, now appended) outlining the current position in respect of cemetery space in Oxford City, highlighting a range of solutions to address the future shortfall.

Resolved:-

- (1) To note the contents of the report in regard to the need for new cemetery space and the potential costs involved in locating and acquiring such space;
- (2) To authorise the appointment of a specialist consultant, subject to locating an appropriate budget and following an appropriate procurement exercise, to undertake a feasibility study to evaluate options and conduct environmental surveys.

108. PROPOSED WESTGATE DEVELOPMENT – UPDATE REPORT

The Interim Head of Property and Facilities Management submitted a report (previously circulated, now appended) providing an update on progress made on the Westgate development.

Under this item, Councillor Sushila Dhall addressed the Board. She asked whether, at a future meeting, the withdrawal of Abbey Place from the currently proposed

Westgate Development Plan could be considered. She said that the loss of affordable property would be of detriment to the City.

Resolved:-

- (1) To note the current position on discussions with the developer;
- (2) To authorise officers to seek an agreement with the developer that neither party will terminate the Development Agreement prior to June 2010.

109. SECOND QUARTER PERFORMANCE REPORT 2009/10

The Policy, Performance and Communications Manager submitted a report (previously circulated, now appended) highlighting the Council's performance in the second quarter of the current financial year against national and best value indicators and key corporate priorities. The Performance Monitoring Scrutiny Panel also submitted a report (previously circulated, now appended).

Resolved to note the performance information and to endorse the comments made by the Scrutiny Panel.

110. TREASURY MANAGEMENT HALF YEAR PERFORMANCE AND COUNTERPARTY REVIEW

The Heads of Finance submitted a report (previously circulated, now appended).

Resolved:-

- (1) To RECOMMEND Council to approve the revised counterparty list shown at Appendix A of the report;
- (2) To note the performance to date of the treasury management function.

111. CAR PARK CHARGES – REVIEW

The Executive Director, City Services submitted a revised report (previously circulated, now appended) outlining proposals to alter the tariff for off street parking in Central Oxford and suburban areas of the City and introduce a season ticket arrangement for the Westgate car park.

Resolved:-

- (1) To note the requirement for additional income from car parking (paragraph 2 of the report);
- (2) To approve the season ticket scheme for the Westgate car park (paragraphs 4-6 of the report);

- (3) To approve the proposed increases to Central Area (i.e. Abbey Place, Gloucester Green, Oxpens, Westgate and Worcester Street) car park tariff of 10p for the first hour and for the fixed evening charge, of 20p for the tariff for 2-3 hours for the same car parks and of 10p for 3-4 hours (Central Area car parks excluding Gloucester Green) (paragraph 7 of the report);
- (4) To approve an increase of 10p for the 0-1 hour and 1-2 hours charging bands in the evening charge at each suburban car park (i.e. St Clements, Union Street, Old High Street, St Leonard's Road, Ferry and Summertown) but to permit area committees to set alternative tariff changes in the light of local needs and objectives provided they did so at their December meetings and that the forecast £100,000 income from suburban car parks was achieved, and if that area committee did not reach a substantive decision in December, the Board's decision would prevail (paragraphs 9 and 13 of the report).

112. APPOINTMENT TO OUTSIDE BODIES

The Head of Law and Governance submitted a report (previously circulated, now appended) seeking Councillor nominations to the Local Government Association Urban Commission and City of Oxford Charities.

Resolved to nominate Councillor Darke to the Local Government Association Urban Commission for the remainder of the 2009/2010 Council Year and Mr Van Coulter the City of Oxford Charities until the end of September 2012.

113. FUTURE ITEMS

Nothing was raised under this item.

114. MINUTES

Resolved that the minutes of the meeting held on 14th October be approved as a correct record.

115. MACMILLAN HOUSE, ST ALDATE'S COURTYARD

The Interim Head of Corporate Assets reported, with reference to the Board's decision set out in minute 88, that the transaction was unlikely now to proceed in that way. Another party had emerged that wished to take an assignment of the Council's interest and such a transaction could be pursued under the officer scheme of delegation.

Resolved to note the position.

116. MATTERS EXEMPT FROM PUBLICATION

Resolved to exclude the press and public from the meeting during consideration of the items in the exempt from publication part of the agenda in accordance with the provisions in Paragraph 21 (1)(b) of the Local Authorities (Executive Arrangements) (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 and that, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

Summary of business transacted by the Board following the passing of the resolution contained in minute 116

The Board considered an oral update from the Interim Head of Corporate Assets relating to minute 108 (Proposed Westgate Development – Update Report).

(This item disclosed information relating to the financial or business affairs of any particular person (including the authority holding that information)).

The meeting started at 5.00 pm and finished at 7.10 pm.

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117. PROPOSED WESTGATE DEVELOPMENT – UPDATE REPORT

The Interim Head of Corporate Assets submitted a not for publication annex (previously circulated, now appended) to his report at minute 108. He spoke to the report and responded to the suggestion made by Councillor Dhall. He said that at present one Council flat was occupied in at Abbey Place and there were also three flats owned by a private landlord, of which two were currently occupied. The Council's intention, subject to the resolution of the issue of the occupied Council flat, was to dispose of Abbey Place to Liberty.

Resolved to note the position.