

CITY EXECUTIVE BOARD

A G E N D A

DATE: WEDNESDAY 31st MARCH 2010 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 Contacts: William Reed 01865 252230 and Alec Dubberley 01865 252402 or write to the Town Hall, Blue Boar Street, Oxford OX1 4EY

The quorum of the City Executive Board is three members. No substitutes are permitted.

If you have any special needs in relation to this meeting or require help in understanding this agenda please contact the staff contacts mentioned above in advance of the meeting.

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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 Law and Governance by 2.00 pm on the working day before the meeting (email: executiveboard@oxford.gov.uk or telephone the person named as staff contact on page A of the agenda).

4. SCRUTINY COMMITTEE REPORTS

The following scrutiny reports will be submitted to this meeting:-

- Crisis Skylight (Old Fire Station) – agenda item 6 refers
- Corporate Plan – agenda item 13 refers
- Annual Lettings Plan – agenda item 15 refers

5. LAND AT BARTON – POSSIBLE DISPOSAL OPPORTUNITY

Lead member: Councillor Van Nooijen

Report of the Head of Oxford City Homes and the Head of Corporate Assets (attached)

This report provides an update to the Board on the delivery of new homes and associated infrastructure at a site north-east of the Northern Bypass west of Barton in Barton and Sandhills Ward. It asks the Board to endorse what has been done so far and to note progress.

6. OLD FIRE STATION – BUSINESS PLAN

Lead Member: Councillor Price

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

This report relates to the ongoing operation of a redeveloped Old Fire Station building that minimises a call on public sector financing. It analyses two options to achieve this recommends one of them.

There are two not for publication appendices to this report.

7. OXFORD AND OXFORDSHIRE DESTINATION MANAGEMENT ORGANISATION

Lead Member: Councillor Cook

Report of the Heads of City Development (attached)

This report refers to the Board's decision of October 2009 to express support in principle to the creation of a Destination Management organisation subject to the presentation of a satisfactory business case. The report contains a business case and recommends the Board to:-

- Establish the Oxford and Oxfordshire DMO as a public/private partnership
- Host the DMO for the first year with Oxford City Council acting as Accountable Body
- Agree that the Executive Portfolio Holder for City Development and Tourism should represent the City Council on the Board
- Explore the option of blending the emerging DMO with Oxford Inspires, with a further report to the Board if appropriate.

8. BARTON PAVILION

Lead Member: Councillors Timbs and Turner

Report of the Head of City Leisure (attached)

This report contains a business case for the replacement of the current Barton Pavilion. It recommends the Board to replace the pavilion with a new one of modular design, to grant major project approval and to authorise officers to pursue the project.

9. OXPENS MEADOW – PROPOSED TOWN GREEN

Lead Member: Councillors Cook, Price and Van Nooijen

Report of the Heads of City Development, Law and Governance and Corporate Assts (attached)

This report responds to a Motion adopted by Council on 25th January 2010. The report invites the Board to agree to officers pursuing an option of transferring ownership of a defined area of Oxpens Meadow to a Community Trust, and report back.

10. RISK POLICY AND STRATEGY

Lead Member: Councillor Price

Report of the Heads of Finance (attached)

This report represents the annual review of the Council's risk management strategy. The report recommends the adoption of a new risk management strategy and, subject to that, to note the contents of a risk management operating framework (ie details of how the Council will deliver the Strategy).

11. WESTGATE DEVELOPMENT – ASSIGNMENT OF DEVELOPMENT AGREEMENT

Lead Member: Councillor Van Nooijen

Report of the Interim Head of Corporate Assets (attached)

This report seeks approval to assign the existing Westgate development agreement to the Crown Estate.

There is a not for publication appendix to this report.

12. LAND AT CUTTESLOWE PARK

Lead Member: Councillor Van Nooijen

Report of the Interim Head of Corporate Assets (attached)

This report sets out previous recent Board decisions in relation to the disposal of land at Cutteslowe Park to enable wind turbines to be sited there. The report seeks approval to the entering into a lease option for land at the Park.

There is a not for publication appendix to this report.

13. CORPORATE PLAN AND PERFORMANCE TARGETS 2010/11

Lead Member: Councillor Price

Report of the Head of Policy, Performance and Communications

This report is the version that is being submitted to the Value and Performance Scrutiny Committee on 29th March 2010. A report upon the outcome of the Committee's deliberations will be presented to the Board which will then need to decide upon the content of the Corporate Plan for recommendation to Council as a Policy Framework document.

14. GRANT APPLICATION – LITTLEMORE PARISH COUNCIL

Lead Member: Councillor Bance

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

This report is being submitted to the Board because the grant application could not be determined by the South East Area Committee because the number of members who declared a personal prejudicial interest meant that the meeting was inquorate. The grant, if agreed, is funded from the current year's revenue budget, hence the need for the Board to deal rather than the April area committee meeting in the next financial year.

15. ANNUAL LETTINGS PLAN – ALLOCATIONS PERCENTAGES 2010/11

Lead Member: Councillors McManners and Turner

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

This report asks the Board to:-

- Note the performance against the Lettings Plan in Appendix 1 for 2009/10 (April – December)
- Recommend the proposed Lettings Plan in Appendix 2 for 2010/11 for approval by full Council as a technical change to the Allocations Policy in the Council's Policy Framework
- Note the potential impact of the change

16. LEISURE CENTRES SUBSTANTIVE WORKS

Lead Member: Councillor Timbs

Report of the Head of City Leisure

This report refers to works needed to some of the Council's leisure centres, to tenders received to attend to those works and recommends the Board to accept a tender.

17. MATERIALS RECYCLING FACILITY – AWARD OF CONTRACT

Lead Member: Councillor Tanner

Report of the Head of Procurement and Shared Services (attached)

This report describes the Council's market testing exercise in respect of dry recycling collection. The report recommends the Board to accept a tender/award a contract for this service.

18. AUDIT AND GOVERNANCE COMMITTEE – REPORTING TO THE BOARD

The Head of Law and Governance reports that on 23rd March the Audit and Governance Committee will be asked to endorse update reports being submitted to the Board on the work of the Committee. Officers will report upon the decision of the Committee, upon decisions and the work of the Committee on 23rd March and how such reports will be made in practice for the future.

19. 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.

20. MINUTES

Minutes (attached) of meeting held on 3rd March 2010

21. 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.

PART II

MATTERS EXEMPT FROM PUBLICATION

C1. OLD FIRE STATION – BUSINESS PLAN

Not for publication appendices (attached) to the report at agenda item 6

C2. WESTGATE DEVELOPMENT – ASSIGNMENT OF DEVELOPMENT AGREEMENT

Not for publication appendix (attached) to the report at agenda item 11

C3. LAND AT CUTTESLOWE PARK

Not for publication appendix (attached) to the report at agenda item 12

C4. ANNUAL LETTINGS PLAN – ALLOCATIONS PERCENTAGES 2010/11

Not for publication appendix (attached) to the report at agenda item 15