

CITY EXECUTIVE BOARD

Wednesday 31 March 2010

COUNCILLORS PRESENT: The Chair (Councillor Bob Price), Councillors Colin Cook, Joe McManners, John Tanner, Bob Timbs and Oscar Van Nooijen.

173. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Bance, Malik and Turner.

174. DECLARATIONS OF INTEREST

Councillor Tanner declared a personal interest in agenda item 14 (Grant report - Littlemore Parish Council, minute 186 refers) as a member of the Parish Council.

175. PUBLIC QUESTIONS

One member of the public, Mr Graham Jones, submitted two questions to the meeting:

Question 1

"What is the current position of all of the other local authorities in Oxfordshire to the proposed Destination Management Organisation (DMO) and if there is a so-called blending with Oxford Inspires, does this suggest that they would become part of the promotional arm of the new DMO?"

Answer from Councillor Price

All six Oxfordshire local authorities approved the allocation of £200K towards the start-up costs at the recent meeting of the Public Service Board. Members from West Oxfordshire District Council have expressed some reservations about the extent of the added value that the new organisation will deliver beyond their current tourism service, but operational cooperation with the authority is positive. Discussions continue between Oxford Inspires and the DMO 'shadow' board about co-operation and sharing of back-office services but a formal integration of the two organisations seems unlikely.

Question 2

"Why have I not had proper and satisfactory answers to my letter sent to your last Executive Board meeting of 3rd March and, when the local allotment association has a waiting list, why is the Board planning to dispose of allotment land, which under section 8 of the Allotments Act 1925, needs the approval of the Secretary of State?"

Answer from Councillor Price

I am sorry that you were not provided with written answers to the points raised in your letter. The former allotment land on this site (minutes 184 refers) has been

unused for over twenty years. The proposal before the Board is that PfR should be offered a lease for the site and that such a lease would involve consultation and an application to the Secretary of State under the terms of the 1925 Act.

176. SCRUTINY COMMITTEE REPORTS

Scrutiny Committee reports were dealt with under the relevant agenda items below.

177. LAND AT BARTON – POSSIBLE DISPOSAL OPPORTUNITY

The Interim Head of Corporate Assets submitted a report (previously circulated, now appended) updating the Board with progress made on the site.

The Leader commented that he hoped for swift progress on the project.

Resolved to endorse the steps taken to date and to note the report.

178. OLD FIRE STATION – BUSINESS PLAN

The Head of Community Housing and Community Development submitted a report (previously circulated, now appended) recommending a business plan model for the Old Fire Station Development.

The Communities and Partnerships Scrutiny Committee submitted a report (previously circulated, now appended) advising of the outcome of their consideration of the business plan.

Resolved:-

- (1) To adopt option B in the report – the Arts Company operation – for the delivery of the Old Fire Station Project; and
- (2) To accept and endorse the recommendations of the Communities and Partnerships Scrutiny Committee namely:

To support the choice of an arts company with charitable status to operate the facility

For the scrutiny committee or a panel of that committee to see and understand in a timely way:

- The key considerations for the lease and management agreement
- How these link directly to the management of risk and support some of the “what if” scenarios
- The documents as they develop through negotiations

For the Board to ask the Executive Director for City Regeneration to consider how the scrutiny committee or a representative of that committee can be involved in:

- The development of roles and specifications for Trustees
- The appointments to the Board

179. OXFORD AND OXFORDSHIRE DESTINATION MANAGEMENT ORGANISATION (DMO)

The Head of City Development submitted a report (previously circulated, now appended) seeking approval to establish the DMO as a public/private partnership. The Tourism Panel of the Communities and Partnership Scrutiny Committee also submitted a report (previously circulated, now appended) outlining views on the business plan concerning the project.

Resolved to:-

- (1) Establish the Oxford and Oxfordshire DMO as a public/private partnership;
- (2) Host the DMO for the first year with Oxford City Council acting as Accountable Body;
- (3) Agree that the Executive Portfolio Holder for City Development and Tourism should represent the City Council on the Board; and
- (4) Note the recommendations of the Tourism Panel of the Communities and Partnerships Scrutiny Committee.

180. BARTON PAVILION

The Head of City Leisure and the Head of Corporate Assets submitted a report (previously circulated, now appended) seeking major project approval of the scheme as well as authority to appoint the contactor.

Resolved:-

- (1) To endorse option F of the report, which would replace the existing pavilion with a new pavilion of modular design, subject to the rest of the necessary funding being confirmed;
- (2) To give major project approval; and
- (3) To grant delegated authority to the Executive Director City Services to award a contract to the successful contractor following a tender process to replace Barton Pavilion, subject to necessary funding being confirmed and suitable arrangements being in place for the future management of the Pavilion.

181. OXPENS MEADOW

The Heads of City Development, Law and Governance and Corporate Assets submitted a report (previously circulated, now appended) inviting the Board to consider the issue of land at Oxpens Meadow.

Resolved to instruct the Heads of City Leisure, Law and Governance and Corporate Assets to investigate further the option of transferring ownership of the land at Oxpens Meadow, shown unhatched in the plan attached to the report, across to a Community Trust, and to report back to the Board.

182. RISK MANAGEMENT STRATEGY AND OPERATING FRAMEWORK

The Heads of Finance submitted a report (previously circulated, now appended) seeking approval of the new Risk Management Operating Framework.

Resolved:-

- (1) To agree and approve the new Risk Management Strategy; and
- (2) To note the adoption of the new Risk Management Operating Framework.

183. WESTGATE DEVELOPMENT – ASSIGNMENT OF DEVELOPMENT AGREEMENT

The Interim Head of Corporate Assets submitted a report (previously circulated now appended) seeking approval for a novation of the existing development agreement in relation to the Westgate Project.

Resolved:-

- (1) To approve the terms and conditions for the novation (assignment) of the Westgate Development Agreement, as set out in the confidential annex to the report, and otherwise on detailed terms to be agreed by the Chief Executive or Executive Director for City Regeneration in consultation with the Lead Member for City Development.
- (2) To agree proposals to pursue discussions with the Crown Estate in relation to their future development intentions, subject to a report back to the Board.

184. LAND AT CUTTESLOWE PARK

The Interim Head of Corporate Assets submitted a report (previously circulated, now appended) seeking approval to terms of the proposed option to lease land for the erection of a wind turbine.

Resolved:-

- (1) To approve the entering into of a lease option with PfR at Cutteslowe Park on the terms as set out in the officer's report, and otherwise on detailed terms and conditions to be approved by the Interim Head of Corporate Assets in consultation with the Lead Member for Service Transformation.
- (2) To note the response given to Graham Jones in respect of his question on the matter (minute 175 refers).

185. CORPORATE PLAN AND PERFORMANCE TARGETS 2010/11

The Head of Policy, Culture and Communications submitted a report (previously circulated, now appended) on a refreshed Corporate Plan. The Board also considered a report (previously circulated, now appended) of the Value and Performance Scrutiny Panel making various comments upon the draft Plan.

Resolved:-

- (1) To RECOMMEND Council adopts the refreshed Corporate Plan into the Policy Framework; and
- (2) To note the comments of the Value and Performance Scrutiny Committee

186. GRANT APPLICATION – LITTLEMORE PARISH COUNCIL

The Head of Community Housing and Community Development submitted a report (previously circulated, now appended) asking the Board to consider a grant application from Littlemore Parish Council.

Resolved to support the application subject to the following conditions:

- (1) That Littlemore Parish Council submits a report on the overall condition of the building and provides written confirmation that the rest of the building complies with Health and Safety requirements; and
- (2) That the approved funding can be spent in the new financial year 2010/11

(Councillor Tanner abstained from the vote on this item as he had declared an interest as a member of Littlemore Parish Council.)

187. ANNUAL LETTINGS PLAN – ALLOCATIONS PERCENTAGES

The Head of Community Housing and Community Development submitted a report (previously circulated, now appended) recommending new percentage targets for the allocation of social housing in the next financial year.

The Communities and Partnerships Scrutiny met to discuss the report and resolved to welcome the allocations and support the changes the report proposed.

Resolved:-

- (1) To note the performance against the Lettings Plan in Appendix one of the report for 2009/10 (April – December);
- (2) To RECOMMEND the proposed Lettings Plan in Appendix two of the report for 2010/11 for onward approval at Council as a variation to the Policy Framework; and
- (3) To Note the potential impact of the change.

188. LEISURE CENTRES SUBSTANTIVE WORKS

The Head of City Leisure submitted a report (previously circulated, now appended) requesting agreement for an award of contract for substantive works to be carried out to the for Leisure Centre substantive works.

Resolved that the Tender from Beard Cosntruction is accepted.

189. MATERIALS RECYCLING FACILITY – AWARD OF CONTRACT

The Head of Procurement and Shared Services submitted a report (previously circulated, now appended) seeking approval to award a contract to process and manage dry recyclate collected from Oxford.

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

Resolved:-

- (1) To approve the award of contract to Community Waste Recycling Ltd to process and manage the onward transmission of the dry recyclate collected from properties and businesses in Oxford for a period of seven years, with an option, solely at the discretion of the Council, to extend for a further seven years; and
- (2) To note the report and recommendations of the Value and Performance Scrutiny Committee.

190. AUDIT AND GOVERNANCE COMMITTEE – REPORTING TO THE BOARD

The Interim Director of Finance submitted a report (previously circulated, now appended) informing the Board of the current work of the Audit and Governance Committee.

Resolved to note the report.

191. FUTURE ITEMS

Nothing was raised under this item.

192. MINUTES

Resolved to approve and sign the minutes from the meeting held on 3 March 2010.

193. 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.

<u>Items</u>	<u>Reason for exemption</u>	<u>Minutes</u>
C1,C2, C3 and C4	Information relating to the business affairs of any particular person (including the authority holding that information)	194, 196, 197 and 198

194. OLD FIRE STATION – BUSINESS PLAN

The Head of Community Housing and Community Development submitted an exempt from publication appendix (previously circulated, now appended) to the report referred to in minute 178.

Resolved to note the exempt from publication appendix.

195. WESTGATE DEVELOPMENT – ASSIGNMENT OF DEVELOPMENT AGREEMENT

The Interim Head of Corporate Assets submitted an exempt from publication appendix (previously circulated, now appended) to the report referred to in minute item 183.

Resolved to note the exempt from publication appendix.

196. LAND AT CUTTESLOWE PARK

The Interim Head of Corporate Assets submitted an exempt from publication appendix (previously circulated, now appended) to the report referred to in minute item 183.

Resolved to note the exempt from publication appendix.

197. ANNUAL LETTINGS PLAN – ALLOCATIONS PERCENTAGES 2010/11

The Head of Community Housing and Community Development submitted an exempt from publication appendix (previously circulated, now appended) to the report referred to in minute item 187.

Resolved to note the exempt from publication appendix

The meeting started at 5.00pm and ended at 6.30 pm.