

Agenda

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City Executive Board

Date: **Wednesday 1 September 2010**

Time: **5.00 pm**

Place: **Oxford Town Hall, St Aldate's**

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City Executive Board

Membership

Chair	Councillor Bob Price	Corporate Governance, Partnerships, Cultural Development and Communications
	Councillor Ed Turner	Finance, Corporate Assets and Strategic Planning
	Councillor Antonia Bance	Regeneration and Community Development
	Councillor Colin Cook	City Development
	Councillor Mark Lygo	Sport, Play and Schools Liaison
	Councillor Sajjad Malik	Safer Communities
	Councillor Joe McManners	Housing
	Councillor John Tanner	Cleaner, Greener Oxford
	Councillor Bob Timbs	Leisure Partnerships

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AGENDA

PART ONE PUBLIC BUSINESS

Pages

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Board Members are asked to declare any personal or personal prejudicial interests they may have in any of the following agenda items. Guidance is contained at the end of these agenda pages.

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).

4. SCRUTINY COMMITTEE REPORTS

The following scrutiny committee reports may be submitted to this meeting:-

Scrutiny Panel Report– Competition Standard Swimming Pool

5. ENERGY SAVINGS TRUST ACTION PLAN

Lead Member: Councillor Tanner

Report of Head of Environmental Development advising the Board of the outcome of the Energy Savings Trust audit, subsequent workshop and recommended actions to achieve an 'Excellent' rating in 2010/11 and 'Best Practise' in 2011/12

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6. FINANCIAL REPORTING – QUARTER 1

Lead Member: Councillor Turner

Report of Heads of Finance providing the Board with information on the Council's overall financial position as at 30 June 2010 and the latest forecast outturn position 2010/11

7 - 22

7.	GRANTS MONITORING FEEDBACK 2009/10	23 - 47
	Lead Member: Councillor Bance	
	Report of Head of Community Housing and Community Development informing Members of monitoring information returned by Community and Voluntary Organisations awarded a grant in 2009-2010.	
8.	FIXED PENALTY NOTICES FOR JUVENILES	49 - 65
	Lead Member: Councillor Tanner	
	Report of Head of Environmental Development asking the Board to adopt a policy for issuing Fixed Penalty Notices (for littering offences) to those under 18 years of age.	
9.	CITY POET	67 - 70
	Lead Member: Councillor Price	
	Report of Head of Policy, Performance and Communications setting out the role, functions and process for appointing an honorary City Poet.	
10.	UNCOLLECTABLE DEBTS – WRITE-OFF	71 - 74
	Lead Member: Councillor McManners	
	Report of Head of Community Housing and Community Development asking the Board to agree write-off of debts in excess of £5,000 for temporary accommodation debts.	
11.	DOG CONTROL ORDERS	75 - 90
	Lead Member: Councillor Tanner	
	Report of Head of Environmental Development seeking the Board's agreement to consult on the implementation of Dog Control Orders in the City.	
12.	CITYWIDE AIR QUALITY MANAGEMENT AREA	91 - 97
	Lead Member: Councillor Tanner	
	Report of Head of Environmental Development seeking advising the Board of the completion of the public consultation in relation to the City-Wide Air Quality Management Area and to seeking the Board's agreement to ratify the decision made in 2009 concerning the declaration of a City-Wide AQMA	
13.	PROVISION OF SWIMMING POOLS TO THE SOUTH OF THE CITY OF OXFORD	99 - 122

	Lead Member: Councillor Timbs	
	Report of Head of City Leisure reporting on the feasibility study and consultation following the January 2010 outline competition standard pool business case and to recommend a way forward for the provision of swimming pools to the south of the city of Oxford.	
14.	FREE SWIMMING PROVISION	123 - 130
	Lead Member: Councillor Timbs	
	Report of the Head of City Leisure proposing how to respond to the Government's announcement to remove the free swimming funding as of the 31 July 2010, and to seek approval for introducing a targeted Free Swimming Programme in the City's swimming pools.	
15.	FESTIVE LIGHTING	131 - 135
	Lead Member: Councillor Price	
	Report of Head of Policy, Culture and Communication seeking approval and delegated powers to award the contract to lease a Christmas lights scheme.	
16.	PERFORMANCE REPORTING – QUARTER 1	137 - 143
	Lead Member: Councillor Price	
	Report of Interim Head of Business Improvement highlighting the Quarter 1 performance for 2010/11 in the areas of specific interest for the Board.	
17.	TREASURY MANAGEMENT ANNUAL REPORT	145 - 157
	Lead Member: Councillor Turner	
	Report of Corporate Director, Finance and Efficiency The Treasury Management Annual report sets out the Council's treasury management activity for 2009/2010, together with its achievement against prudential indicator targets for 2009/2010	
18.	BENEFIT ADMINISTRATION POLICIES AND TAKE-UP STRATEGY	159 - 188
	Lead Member: Councillor Price	
	Report of Head of Customer Services seeking approval of key operational documents relating to the prevention and detection of benefit fraud and the Benefit Take up strategy.	
19.	LAND AT ARISTOTLE LANE, TRAP GROUNDS ALLOTMENTS AND PORT MEADOW; CHILTERN RAILWAYS; TRANSPORT AND WORKS ACT APPLICATION.	189 - 196
	Lead Member: Councillor Turner	

Report of Interim Head of Corporate Assets reporting on the progress of discussions with Chiltern Railways, and to confirm arrangements for decision making (if necessary) prior to the Public Inquiry to be held in November 2010

20. MEADOW LANE SKATE PARK

197 - 208

Lead Member: Councillor Lygo

Report of Head of City Leisure and Parks updating the Board on the progress of the community led initiative to redevelop Meadow Lane Skate Park.

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

21. MINUTES

209 - 219

Minutes of the meetings held on 30 June, 12 July and 22 July 2010

22. 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.

C1. PROVISION OF SWIMMING POOLS TO THE SOUTH OF THE CITY OF OXFORD

Not for publication appendix six to the report at agenda item 13

(Not for publication: Paragraph 3, Part 1, Schedule 12A, Local Government Act 1972 - information relating to financial or business affairs of the authority. The public interest in maintaining the exemption outweighs the public interest in disclosing the information).

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.