

Agenda

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City Executive Board

Date: **Wednesday 8 December 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 Val Smith	Customer Services
	Councillor John Tanner	Cleaner, Greener Oxford
	Councillor Bob Timbs	Leisure Partnerships

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AGENDA

Pages

PART ONE PUBLIC BUSINESS

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 made or submitted to this meeting:-

- Financial reporting commentary – Agenda item 5 refers
- Performance reporting commentary – Agenda item 6 refers
- Treasury management commentary – agenda item 7 refers
- Planning enforcement service commentary from Councillor Darke on behalf of the Scrutiny Review Group as follows – agenda item 21 refers:-

The Scrutiny Review Group welcomes the progress made on the implementation of its recommendations and other issues arising from the Business Process Improvement project.

The Review Group offers no specific comments on implementation but has asked to:

** See the application of new systems to judge practically improvements to service users*

** Consider the detail of performance measures applied and progress made on systems to monitor and report on these*

This is planned for January 2011.

5. FINANCIAL REPORTING – QUARTER 2 REPORT

Lead Member: Councillor Turner

Report of the Head of Finance

5.1 – 5.12

This report provides an estimate of the forecast outturn for the Council's current year revenue, capital and HRA budgets as at the end of Quarter 2. It also provides information on key financial indicators in order to provide an assessment of the overall financial health of the Council.

6. PERFORMANCE REPORTING – QUARTER 2 REPORT

Lead Member: Councillor Price

Report of the Corporate Director, Finance and Efficiency

6.1 – 6.33

This report highlights the Quarter 2 non-financial performance against national indicators, corporate targets and best value performance indicators and says what is being done where performance is off target. It also updates the Board on emerging changes to the national performance management framework.

7. TREASURY MANAGEMENT – HALF YEAR REPORT

Lead Member: Councillor Turner

Report of the Corporate Director, Finance and Efficiency

7.1 – 7.16

This report is a mid year report on treasury management performance. It proposes amendments to the current Treasury Management Strategy.

8. MEDIUM TERM FINANCIAL STRATEGY AND CONSULTATION BUDGET

Lead Member: Councillor Turner

Report of the Head of Finance

8.1 – 8.99

This report sets out the Medium term Financial Strategy and the consultation budget for 2011/12 (and the period until 2014/15).

9. OXFORD CITY COUNCIL CHILDREN AND YOUNG PEOPLE'S PLAN 2010 - 2013

Lead Member: Councillor Bance

Report of the Strategic Director, City Regeneration

9.1 – 9.37

This report proposes the adoption of a City Children and Young People's

Plan, to sit within the Oxfordshire Children and Young People's Plan, contributing to the delivery of that Plan.

10. OXFORD CITY COUNCIL SAFEGUARDING CHILDREN AND VULNERABLE ADULTS POLICY AND PROCEDURE

Lead Member: Councillor Bance

Report of the Strategic Director, City Regeneration

10.1 – 10.71

This report proposes the adoption of a safeguarding policy and procedures for children, young people and vulnerable adults in accordance with the relevant legislation.

11. OXFORDSHIRE LOCAL TRANSPORT PLAN

Lead Member – Councillor Cook

Report of the Head of City Development

11.1 – 11.19

This report proposes a response to County consultation on its Local Transport Plan for the period from April 2011 onwards.

12. PLANNING POLICIES – ANNUAL MONITORING

Lead Member – Councillors Cook and Turner

Report of the Head of City Development

12.1 – 12.69

This report contains the draft annual planning monitoring report to government. This annual report is at present a statutory requirement. The report recommends adoption of the annual report for submission to the Secretary of State.

13. CITY CENTRE AND SUBURBAN CAR PARKS – PROPOSED TARIFF CHANGES

Lead Member – Councillor Cook

Report of the Executive Director, City Services

13.1 – 13.8

This report proposes changes in tariffs at off-street car parks in the City.

14. CHARGING FOR PARKING IN AREAS ADJACENT TO PARKS

Lead Member – Councillors Cook and Lygo

Report of the Executive Director, City Services

14.1- 14.7

This report says that charges are already made at two parking areas adjacent

to a park (Hinksey Park) and common land (Port Meadow). The report proposes an extension of this charging regime to other parking areas adjacent to parks.

15. CONTROL OF DISTRIBUTION OF FREE PRINTED MATTER

Lead Member – Councillor Tanner

Report of the Head of Environmental Development

15.1 – 15.15

This report describes the effects of free leaflet distribution and littering; sets out the powers that are available to control this activity; and asks the Board to agree to the commencement of a process to control free leaflet distribution.

16. OPTIONS FOR HARD WIRED ALARM SYSTEMS IN CITY COUNCIL OWNED SHELTERED AND SEMI-SHELTERED HOUSING

Lead Member – Councillor McManners

Report of the Head of Housing and Communities

16.1 - 16.15

This report sets out proposals for the future of hard wired alarm systems in elderly designated and sheltered properties.

17. CONTRACT FOR THE SUPPLY OF TEMPORARY AGENCY STAFF TO THE OXFORDSHIRE COUNCILS

Lead Member – Councillor Price

Report of the Head of People and Equalities

17.1 – 17.5

This report describes the countywide contract for the supply of temporary agency staff; says that the present contract will expire shortly; says that tenders have been invited and received for supply of this service; and seeks authority to enter into a contract for such supply for a four year period.

18. SAFER SURFACING AT PLAYGROUNDS AND OTHER RECREATIONAL FACILITIES – AWARD OF FRAMEWORK CONTRACT

Lead Member – Councillors Lygo and Tanner

Report of the Head of Business Improvement

18.1 – 18.6

This report seeks authority to enter into a four year contract for supply of safer surfacing for playgrounds.

19. TRANSFORMATION FUNDING		
	Lead Member – Councillor Price	
	Report of the Head of Business Improvement	19.1 – 19.6
	This report sets out proposed new arrangements for managing and allocating the transformation budget for the current and future years and advises the Board of plans in place to achieve the savings target associated with the transformation budget as detailed in the Medium Term Financial Strategy.	
20. HOUSES IN MULTIPLE OCCUPATION – PLANNING ASPECTS		
	Lead Member – Councillor Cook	
	Report of the Head of City Development	20.1- 20.10
	This report provides an update on the planning aspects of houses in multiple occupation and explores the various options.	
21. PLANNING ENFORCEMENT SERVICE – UPDATE		
	Lead Member – Councillor Cook	
	Report of the Head of City Development	21.1- 21.8
	This report updates the Board on progress on the implementation of the planning enforcement action plan that was agreed by the Board in June 2010. There is commentary on the report from the Scrutiny Review Group at item 4 on this agenda.	
22. 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.	
23. MINUTES		
	• Minutes of the meeting held on 6 October 2010	23.1 – 23.5
	• Minutes of the meeting held on 18 October 2010	23.6 – 23.7
	• Minutes of the meeting held on 10 November 2010	23.8 – 23.9
24. 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 TWO
MATTERS EXEMPT FROM PUBLICATION

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.