

# Agenda

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## City Executive Board

Date: **Wednesday 10 April 2013**

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Time: **5 pm**

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

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For any further information please contact:

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If you would like help to understand this document please call William Reed, Democratic Services Manager or in advance of the meeting.

# City Executive Board

## Membership

### Chair

<b>Councillor Bob Price</b>	Corporate Governance and Strategic Partnerships
<b>Councillor Ed Turner</b>	Finance and Efficiency
<b>Councillor Colin Cook</b>	City Development
<b>Councillor Van Coulter</b>	Leisure Services
<b>Councillor Steven Curran</b>	Young People, Education and Community Development
<b>Councillor Mark Lygo</b>	Parks and Sports
<b>Councillor Scott Seamons</b>	Housing
<b>Councillor Dee Sinclair</b>	Crime and Community Safety
<b>Councillor Val Smith</b>	Customer Services and Regeneration
<b>Councillor John Tanner</b>	Cleaner, Greener Oxford

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# AGENDA

## PART ONE PUBLIC BUSINESS

Pages

**1 APOLOGIES FOR ABSENCE**

**2 DECLARATIONS OF INTEREST**

Members are asked to declare any disclosable pecuniary interests that they may have in the items listed on the agenda. Guidance is set out at the end of the agenda pages.

**3 PUBLIC QUESTIONS**

When the chair agrees, questions from the public for up to 15 minutes – these must be about the items for decision at the meeting (excluding the minutes) and must have been given to the Head of Law and Governance by 9.30am on a day so that there are at least two clear working days before the meeting (email [executiveboard@oxford.gov.uk](mailto:executiveboard@oxford.gov.uk) or telephone the person named as staff contact). No supplementary questions or questioning will be permitted. Questions by the public will be taken as read and, when the Chair agrees, be responded to at the meeting.

**4 SCRUTINY COMMITTEE REPORTS**

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

- Governance Review
- Economic Growth Strategy Action Plan

**5 DRAFT AFFORDABLE HOUSING AND PLANNING OBLIGATIONS SUPPLEMENTARY PLANNING DOCUMENT**

1 - 56

Lead Member: Councillor Colin Cook, Executive Board Member for City Development

Report of the Head of City Development

The attached report seeks approval for the Draft Affordable Housing and Planning Obligations Supplementary Planning Document (SPD) for public consultation.

It is recommended that City Executive Board:-

- (1) Approves the Draft Affordable Housing and Planning Obligations Supplementary Planning Document for public consultation;

(2) Approves the Draft Affordable Housing and Planning Obligations Supplementary Planning Document as a material consideration in determining planning applications;

(3) Authorises the Head of City Development to make any necessary editorial corrections to the document prior to publication.

**6 ANNUAL LETTINGS PLAN - ALLOCATION OF PERCENTAGES 2013/14**

57 - 74

Lead Member: Councillor Scott Seamons, Executive Board Member for Housing

Report of the Head of Housing

The attached report presents the recommended new percentage targets for the allocation of social housing in 2013/14.

City Executive Board is asked to:-

(1) Note the performance against the Annual Lettings Plan in Appendix 1 for 2012/2013 (1<sup>st</sup> April 2012 to 31<sup>st</sup> January 2013);

(2) Recommend the proposed Annual Lettings Plan for 2013/2014 detailed in Appendix 2 for approval by Council.

**7 INDEPENDENT HOUSING ADVICE SERVICE - TENDER SELECTION - DELEGATION TO OFFICERS**

75 - 78

Lead Member: Councillor Scott Seamons, Executive Board Member for Housing

Report of the Head of Housing

The attached report seeks delegated authority for officers to accept the most economically advantageous tender for the provision of an independent housing advice service.

City Executive Board is recommended to grant delegated authority to the Executive Director to accept the tender that is most economically advantageous to the authority; with the approval of the Executive Board member for Housing.

**8 ROUGH SLEEPING AND HOMELESSNESS GRANT ALLOCATIONS**

79 - 92

Lead Member: Councillor Scott Seamons, Executive Board Member for Housing

Report of the Head of Housing

Oxford City Council has been awarded £957,040 Preventing Homelessness Grant from the Department of Communities and Local Government's (DCLG)

Homelessness Directorate for inclusion in its budget allocation for 2013-2014. This is in addition to the Council's own homelessness grant budget of £442,279.

This report outlines the allocation of both the Preventing Homelessness Grant funding and the Council's homelessness grant budget to a variety of voluntary sector agencies, with the purpose of meeting the objectives of the Homelessness Strategy

City Executive Board is asked to recommend the allocation of the Preventing Homelessness Grants for 2013/2014 as outlined in the report.

**9 ECONOMIC DEVELOPMENT AND GROWTH STRATEGY  
REFRESH - CONSULTATION**

93-118

Executive Lead Member: Councillor Turner, Executive Board Member for Finance and Efficiency

Report of the Head of City Development.

The attached report presents the recommendations from the Oxford Economic Growth Strategy recently agreed and adopted by the Oxford Strategic Partnership, and outlines those proposed actions, to assist the OSP, to be led and delivered by Oxford City Council

City Executive Board is recommended to approve the City Council Action Plan in response to the Oxford Economic Growth Strategy, commissioned and agreed by the Oxford Strategic Partnership.

**10 GOVERNANCE REVIEW**

119-180

Lead Member: Councillor Bob Price, Executive Board Member for Corporate Governance and Strategic Partnerships

Report of the Head of Law and Governance

The report proposes changes to the Council's governance arrangements and improvements to procedures to be followed at Council meetings.

**11 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.

**12 MINUTES**

181-184

Minutes of the meeting held on 21<sup>st</sup> March 2013 attached.

## 13 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**

### **General duty**

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

### **What is a disclosable pecuniary interest?**

Disclosable pecuniary interests relate to your\* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

### **Declaring an interest**

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

### **Members' Code of Conduct and public perception**

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

\*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.