

Agenda

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City Executive Board

Date: **Thursday 21 March 2013**

Time: **5.00 pm**

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

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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

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

HOW TO OBTAIN AGENDA

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AGENDA

PART ONE PUBLIC BUSINESS

Pages

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

Board Members are asked to declare disclosable pecuniary 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, 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 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 /comments may be submitted to this meeting:-

- Customer Feedback – agenda item 5 refers.

5 CUSTOMER FEEDBACK - PERIODIC REPORT

1 - 10

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

Report of the Head of Customer Services

This report analyses and comments upon customer feedback trends over the past three years, and makes recommendations concerning feedback response.

6 FINANCE, PERFORMANCE AND RISK - QUARTER 3 PROGRESS 2012/13

11 - 54

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

Report of the Head of Finance and Head of Business Improvement and Technology.

The report advises on the position in relation to the Council's financial and non-financial performance, and the position in relation to the Council's corporate risks.

7 EMPTY HOMES STRATEGY

55 - 82

Lead Member: Councillor Scott Seamons, Board Member for Housing
Report of the Head of Housing

The Council's current Empty Homes Strategy covers the period 2009 to 2012, and a revised Strategy has to be prepared. The report presents outcomes of a review of progress to date in Oxford and potential future priorities, and seeks permission to consult on issues arising within a Draft Empty Homes Consultation Document.

8 WRITE OFFS

83 - 92

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

Report of the Head of Customer Services

The report details "unrecoverable" debts for write off.

9 TOWER BLOCKS - APPOINTMENT OF PROJECT MANAGER

93-99

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

Report of the Head of Corporate Property.

The report contains details of tenders received to project manage works to the Council's tower block properties, and makes a recommendation for acceptance

10 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.

11 MINUTES

101-106

Minutes of the meeting held on 13th February 2013

12 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.