

Agenda

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City Executive Board

Date: **Wednesday 11 December 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, Strategic Partnerships and Economic Development
Councillor Ed Turner	Finance, Efficiency and Strategic Asset Management
Councillor Susan Brown	Benefits and Customer Services
Councillor Colin Cook	City Development
Councillor Steven Curran	Youth and Communities
Councillor Pat Kennedy	Education, Crime and Community Safety
Councillor Mark Lygo	Parks and Sports
Councillor Mike Rowley	Leisure Services
Councillor Scott Seamons	Housing
Councillor John Tanner	Cleaner, Greener Oxford

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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 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 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

1 - 4

The following scrutiny committee reports have been, or will be, submitted to this meeting:-

- Community Engagement Strategy
- Housing Strategy Refresh
- Treasury Management Mid Year Review

5 COUNCILLOR ADDRESSES ON ANY ITEM FOR DECISION ON THE BOARD'S AGENDA

City councillors may, where the chair agrees, address the meeting on an item for decision on the agenda (other than on the minutes). The member seeking to make an address must notify the Head of Law and Governance by no later than 9.30am at least one clear working day before the meeting. An address may last for no more than three minutes. If an address is made, the Board Member who has political responsibility for the item for decision may respond or the board will have regard to the points raised in reaching its decision.

6 FINANCE, PERFORMANCE AND RISK - QUARTER 2 PROGRESS 2012/13

5 - 50

Lead Member: Councillor Executive Board Member for Finance and Efficiency

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

This report sets out the financial and non-financial performance of the Council as at the end of September 2013 (the Second Quarter of the financial year 2013/14). It also sets out the position in respect of the risks on the Council's Corporate Risk Register. The Board is being asked to:-

- (1) Note the financial position and performance of the Council for the second quarter of 2013/14 and also the position of risks outstanding as at 30th September 2013;
- (2) Note a virement, approved by the Head of Finance under delegated authority, being the introduction into the 2013/14 Housing Revenue Account Capital Programme of a £0.250 million budget for "Green Energy", and further funding associated with this project being included in the 2014/15 Budget consultation;
- (2) Note that it will be a priority to transfer at year-end the reported £2.262m General Fund projected surplus, together with the £0.800m previously transferred from the in-year risk contingency budget, to a specific Earmarked Reserve to fund the Capital Programme in the absence of further planned capital receipts

7 TREASURY MANAGEMENT - MID-TERM REVIEW 2013/14

51 - 58

Lead Member: Councillor Executive Board Member for Finance and Efficiency

Report of the Head of Finance

This report concerns the performance of the treasury management function up to the end of September 2013 (the first half of the financial year 2013/14). It asks the Board to note the half year performance and to note the Council's Investment Strategy for the remainder of the financial year 2013/14.

8	BUDGET AND MEDIUM TERM FINANCIAL STRATEGY 2014/15 TO 2017/18 AND 2014/15 BUDGET	59 - 196
	Lead Member: Councillor Executive Board Member for Finance and Efficiency	
	Report of the Head of Finance	
	This report will present the Council's Medium Term Financial Strategy and draft Budget for 2014/15 to go out to consultation.	
9	CORPORATE PLAN 2014-18 - CONSULTATION	197 - 256
	Lead Member: Councillor Executive Board Member for Corporate Governance and Strategic Partnerships	
	Report of the Head of Policy Culture and Communications	
	This report concerns the draft Corporate Plan for 2014-2018. It asks the Board to agree the draft Plan for consultation. The consultation outcome will be reported back to the Board in February 2014.	
10	AIR QUALITY ACTION PLAN - CONSULTATION OUTCOME AND ADOPTION	257 - 320
	Lead Member: Councillor Executive Board Member for Cleaner, Greener Oxford	
	Report of the Head of Environmental Development	
	This report sets out the key issues raised during consultation on the Council's draft Air Quality Action Plan. Appendices to the report set out the consultation responses and Council officers' responses to them.	
	The Board is being recommended to adopt the Air Quality Action Plan as contained in an Appendix to the report.	
11	JERICO CANALSIDE SUPPLEMENTARY PLANNING DOCUMENT - ADOPTION	321 - 424
	Lead Member: Councillor Executive Board Member for City Development	
	Report of the Head of City Development	
	This report sets out the key issues raised during consultation on the Jericho Canalside Supplementary Planning Document. An appendix	

to the report sets out a table of changes proposed as a result of consultation.

The Board is being recommended to adopt the Jericho Canalside Supplementary Planning Document as contained in an Appendix to the report and to authorise the Head of City Development, with the Board Member, to make any necessary editorial corrections to the document prior to final publication. The Board is also being asked to endorse the accompanying Strategic Environmental Assessment Screening Report and the Equalities Impact Assessment.

12	COMMUNITY ENGAGEMENT PLAN 2014-2017 - DRAFT FOR CONSULTATION	425 - 502
	Lead Member: Councillor Executive Board Member for Corporate Governance and Strategic Partnerships	
	Report of the Executive Director Community Services	
	This report asks the Board to comment on a draft Community Engagement Plan and seeks Board authority to consult on the Plan (amended in the light of Board comments if any).	
13	HOUSING ACTION PLAN- REFRESH	503 - 520
	Lead Member: Councillor Executive Board Member for Housing	
	Report of the Head of Housing and Property	
	This report concerns a refresh of the Council's Housing Strategy Action Plan. It reports upon consultation with stakeholders and recommends updates in certain Action Plan targets.	
14	HOUSING STOCK - ENERGY EFFICIENCY IMPROVEMENT	521 - 534
	Lead Member: Councillor Executive Board Member for Housing	
	Report of the Head of Housing and Property	
	This report seeks approval for funding and procurement of a project optimising the available Energy Company Obligation (ECO) funding to improve the energy efficiency of the Council's hard to treat housing stock. More specifically it asks the Board to:-	
	(1) Grant project approval for the Council's involvement in the project to utilise ECO funding, in combination with funding supplied by the Council, to improve the energy efficiency of the Council's hard to heat housing;	
	(2) Note the officer virement of £250k from the underspend in the 2013/14 Housing Revenue Account capital programme and the inclusion of a further £250k in the draft 2014/15 Housing	

Revenue Account budget to fund the Council's contribution to this project;

(3) Grant delegated authority to the Executive Director, Housing and Regeneration, to authorise the Council's entry into all appropriate contracts required to implement this project;

(4) Agree that if ECO funding is not successful, that alternative proposals for the work to proceed be brought back for member consideration.

15 LIVING WAGE - OXFORD

535 - 544

Lead Member: Board Member, Corporate Governance and Strategic Partnerships

Report of the Head of Human Resources and Facilities.

This report presents a method for reviewing and uplifting the rate of the Oxford Living Wage. The report recommends a particular way in which this might be done and that it should be done in April each year following notification of changes to the London Living Wage in the previous November.

16 OUTSIDE BODIES - APPOINTMENTS

545 - 546

Lead Member: Board Member, Corporate Governance and Strategic Partnerships.

Report of the Head of Law and Governance.

This report recommends the Board to appoint representatives to two outside bodies to fill vacancies caused by the resignation of former Councillor Alan Armitage.

17 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.

18 MINUTES

547 - 550

Minutes of the meeting held on 13th November 2013.

19 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.

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.

