

# Agenda

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## City Executive Board

Date: **Wednesday 12 February 2014**

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Time: **5.00 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, Strategic Partnerships and Economic Development
<b>Councillor Ed Turner</b>	Finance, Efficiency and Strategic Asset Management
<b>Councillor Susan Brown</b>	Benefits and Customer Services
<b>Councillor Colin Cook</b>	City Development
<b>Councillor Steven Curran</b>	Youth and Communities
<b>Councillor Pat Kennedy</b>	Education, Crime and Community Safety
<b>Councillor Mark Lygo</b>	Parks and Sports
<b>Councillor Mike Rowley</b>	Leisure Services
<b>Councillor Scott Seamons</b>	Housing
<b>Councillor John Tanner</b>	Cleaner, Greener Oxford

### **HOW TO OBTAIN AGENDA**

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# AGENDA

## PART ONE PUBLIC BUSINESS

Pages

### 1 APOLOGIES FOR ABSENCE

The quorum for this meeting is three. Substitutes are not permitted.

### 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 is one clear working day 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

1 - 16

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

- Treasury Management – report attached
- Covered Market
- Budget – report attached.
- Educational attainment

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

**6 BUDGET AND MEDIUM TERM FINANCIAL STRATEGY 2014/15 TO 2017/18 AND 2014/15 BUDGET**

17 - 150

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

Report of the Head of Finance

The report presents the Council's Budget 2014/15 and Medium Term Financial Strategy 2014/15 to 2017/18

The Board is recommended to:-

- (1.) The City Executive Board is asked to consider the outcome of the public consultation, agree the amendments to the Consultation Budget and recommend that Council:-
  - a) approves the Council's General Fund Budget Requirement of £24.023 million for 2014/15 and an increase in the Band D Council Tax of 1.49% or £4.00 per annum as set out in Table 8 and Appendices 1-3, representing a Band D Council Tax of £272.19 per annum, subject to any alternative recommendation necessitated by the Secretary of State's determination as explained in paragraphs 6-10 below;
  - b) approves the continuance of the Council's Council Tax Support Scheme (formerly Council Tax Benefit) as referred to in paragraph 44;
  - c) approves the Housing Revenue Account budget for 2014/15 as set out in Appendix 4 and an increase in average dwelling rent of 5.42% representing £5.25 per week and taking the annual average rent to £102.08 as set out in Appendix 5;
  - d) approves the Capital Programme for 2014/15 -2017-18 as set out in Appendix 6;
  - e) approves the Fees & Charges schedule as set out in Appendix 7 and;
  - f) approves the changes to the level of exemptions and discounts on empty homes and unoccupied properties as outlined in paragraph 44
- (2.) The City Executive Board is also asked to adopt a retail relief scheme for business rates on the terms set out in Paragraph 19 and to delegate the authority to administer the Retail Relief Scheme to the Head of Customer Services in conjunction with the Section 151 Officer

**7 CORPORATE PLAN 2014-18 - OUTCOME OF CONSULTATION - PLAN ADOPTION**

151 - 216

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

Report of the Head of Policy Culture and Communications

The report explains the consultation on the Corporate Plan 2014-2018

The Board is asked to:-

- (1) Agree copy and targets, amended in the light of consultation for the Corporate Plan 2014-2018;
- (2) Recommend that Council agrees the Corporate Plan 2014-2018;
- (3) Delegate authority to the Head of Policy, Culture and Communications to make minor textual amendments where necessary, in preparation for formal publication of the Corporate Plan 2014-2018.

**8 TREASURY MANAGEMENT STRATEGY 2014/15**

217 - 242

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

Report of the Executive Director Organisational Development and Corporate Services

The report presents the Treasury Management Strategy for 2014/15 with the prudential indicators for 2014/15 – 2017/18.

City Executive Board is asked to recommend that Council:

1. Approve the Treasury Management Strategy 2014/15, and the treasury prudential indicators at paragraphs 13 – 28;
2. Approve the Investment Strategy for 2014/15 and the detailed investment criteria as set out in paragraphs 29 – 48 and appendix 1, including the changes highlighted in paragraph 9;
3. Adopt and approve the Prudential Indicators and limits for 2014/15 to 2017/18 as set out in paragraphs 50-51 and Appendix 2 below;
4. Approve the Minimum Revenue Provision (MRP) statement at paragraphs 18 – 28 which sets out the Council's policy on repayment of debt.

**9 COMMUNITY AND VOLUNTARY ORGANISATIONS - GRANT ALLOCATIONS 2014/15**

243 - 282

Lead Member: Councillor Curran Executive Board Member for Youth and communities, Councillor Brown Executive Board Member for Benefits and Customer Services

Report of the Head of Leisure, Parks and Community Services, and the Head of Customer Services.

The report recommends the allocation of grants to community and voluntary organisations for 2014/15.

Subject to Council subsequently agreeing the grants budget for 2014/15 as set out in Table 1, City Executive Board is recommended to:-

- (1) Approve the recommendations for the commissioning programme as listed in Appendix 1.
- (2) Approve the recommendations as amended and listed in Appendix 2 for the Arts and Culture commissioning theme.
- (3) Approve the recommendations for the applications received to the grants 2014/15 open bidding programme as set out in Appendix 3.

**10 COVERED MARKET STRATEGY**

283 - 308

Lead Member: Councillor Cook Executive Board Member for City Development

Report of the Regeneration and Major Projects Team Manager

The report presents the recommendations made for the Covered Market by the Retail Group, and the proposed development of an action plan.

The Board is recommended to:-

- (1) Note the consultants' recommendations and the responses to the public consultation on the consultants' report;
- (2) Instruct the officers to prepare a detailed costed action plan and programme;
- (3) Endorse the appointment of an interim market manager, subject to the approval of the Council's draft consultation budget.

## **11 TOWN HALL STRATEGY**

309 - 334

Leader Member Councillor Price Executive Board Member for Corporate Governance, Strategic Partnerships and Economic Development

Report of the Head of HR and Facilities.

The report presents a strategy aimed at ensuring that the Town Hall remains at the centre of civic and cultural life in the City, but on a more financially sustainable basis.

City Executive Board is asked to:-

- (1) Note progress on the operational plan and the commissioning of an options appraisal for future utilisation of the Town Hall;
- (2) Agree the proposed opening times at set out in Section 4;
- (3) Agree the charging arrangements set out in Section 5 of the report;
- (4) Agree the changes to the budgeted income as set out in the table in Section 6 of the report

## **12 LEISURE FACILITIES DEVELOPMENT AND MANAGEMENT CONTROL - REVIEW**

335 - 342

Lead Member: Councillor Rowley Executive Board Member for Leisure Services

Report of the Executive Director Community Services

The report asks the Board to consider an extension of the current leisure management contract.

The Board is recommended to:-

- (1) Agree that the contract for the development, management and operation of the City's leisure centres with Fusion Lifestyle be extended for a five year period to April 2024;
- (2) Delegate authority to the Director of Community Services to conclude negotiations and complete the necessary contract arrangements

**13 ROSE HILL COMMUNITY CENTRE DEVELOPMENT - NEXT STEPS**

343 - 346

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

Report of the Head of Leisure, Parks and Communities, and the Service Manager for Regeneration and Major Projects.

The report requests delegated authority to award the construction contract for Rose Hill Community Centre.

The Board is recommended to:-

- (1) Approve the project to progress the construction of a new community hub in Rose Hill;
- (2) Grant authority to the Executive Director

**14 RED BRIDGE WASTE RECYCLING CENTRE**

347 - 356

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

Report of the Regeneration and Major Projects Team Manager

The report seeks approval to enter into an agreement with Oxfordshire County Council, whereby the County Council agreed it will not be able to activate the annual rolling break clause, and will be committed to operating the waste recycling centre for a period of 5 years as part of an agreement concerning outstanding rent reviews.

It is recommended to the Board that:-

- (1) The Council enters into an agreement with Oxfordshire County council whereby a rent of £20,000 per annum is agreed in respect of the review due on December 2011, and that they earlier outstanding reviews are not pursued by the City Council.

This is on the basis that the County Council agreed it will not activate the annual rolling break, and will be committed to operating the waste recycling centre for a period of five years from the date of the agreement, unless an alternative site approved by the City Council is located and made operational.



<b>15</b>	<b>EDUCATIONAL ATTAINMENT PROGRAMME - PROGRESS</b>	357 - 364
	<p>Lead Member: Councillor Kennedy Executive Board Member for Crime and Community Safety</p> <p>Report of the Head of Policy Culture and Communications</p> <p>The report presents to the Board an update on the progress of the educational attainment programme.</p> <p>The Board is asked to note the progress outlined in the report.</p>	
<b>16</b>	<b>FUTURE ITEMS</b>	
	<p>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.</p>	
<b>17</b>	<b>MINUTES</b>	365 - 368
	<p>Minutes of the meeting held on 22<sup>nd</sup> January 2013</p>	
<b>18</b>	<b>MATTERS EXEMPT FROM PUBLICATION</b>	
	<p>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.</p> <p>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.</p>	
	<p><b><u>PART TWO</u></b> <b><u>MATTERS EXEMPT FROM PUBLICATION</u></b></p>	
<b>19</b>	<b>LEISURE FACILITIES</b>	369 - 430
	<p>This paper contains two not for publication appendices to the report at agenda item 12</p>	

It contains information concerning the current leisure contract.

The public interest in maintaining the exemption from publication is in order not to compromise commercially sensitive information

**20 REDBRIDGE WASTE RECYCLING CENTRE**

431 - 434

This paper contains a not for publication appendix to the report at agenda item 14

It contains information concerning rent reviews.

The public interest in maintaining the exemption from publication is in order not to compromise commercially sensitive 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.