

Agenda

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Council

Date: **Monday 25 November 2013**

Time: **5.00 pm**

Place: **Council Chamber, Town Hall**

For any further information please contact:

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The meeting will also be available via a webcast. This means that people may choose to watch all or part of the meeting over the internet rather than attend in person. The webcast will be available to view on the City Council's website after the meeting.

Council

Membership

Lord Mayor

Councillor Dee Sinclair

Deputy Lord Mayor

Councillor Tony Brett

Sheriff

Councillor Mohammed Abbasi

Councillor Mohammed Altaf-Khan

Councillor Laurence Baxter

Councillor Elise Benjamin

Councillor Susan Brown

Councillor Jim Campbell

Councillor Anne-Marie Canning

Councillor Bev Clack

Councillor Mary Clarkson

Councillor Colin Cook

Councillor Van Coulter

Councillor Steven Curran

Councillor Roy Darke

Councillor Jean Fooks

Councillor James Fry

Councillor John Goddard

Councillor Michael Gotch

Councillor Mick Haines

Councillor Sam Hollick

Councillor Rae Humberstone

Councillor Graham Jones

Councillor Pat Kennedy

Councillor Shah Khan

Councillor Ben Lloyd-Shogbesan

Councillor Mark Lygo

Councillor Sajjad Malik

Councillor Stuart McCready

Councillor Mark Mills

Councillor Helen O'Hara

Councillor Michele Paule

Councillor Susanna Pressel

Councillor Bob Price

Councillor Mike Rowley

Councillor Gwynneth Royce

Councillor David Rundle

Councillor Gill Sanders

Councillor Scott Seamons

Councillor Craig Simmons

Councillor Val Smith

Councillor John Tanner

Councillor Ed Turner

Councillor Louise Upton

Councillor Oscar Van Nooijen

Councillor Ruth Wilkinson

Councillor David Williams

Councillor Dick Wolff

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SUMMONS

A meeting of the City Council will be held in the Council Chamber, Town Hall, on Monday 25 November 2013 at 5.00 pm to transact the business set out below.

Peter Sloman

Proper Officer

AGENDA

Pages

PART 1 - PUBLIC BUSINESS

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

3 MINUTES

1 - 46

The Lord Mayor will move the minutes of the ordinary meeting of Council held on 30th September 2013 as correct.

No matters arising from the minutes will be taken.

4 APPOINTMENTS TO COMMITTEES

5 ANNOUNCEMENTS

Announcements by:

(1) The Lord Mayor

(2) The Sheriff

(3) The Leader of the Council

(4) The Chief Executive, Chief Finance Officer, Monitoring Officer

6 PUBLIC ADDRESSES AND QUESTIONS THAT RELATE TO MATTERS FOR DECISION AT THIS MEETING

Public addresses and questions received in accordance with Council Procedure Rule 11.10 and 11.11. The full text of any address or question must be received by the Head of Law and Governance by 5.00pm on Tuesday 19th November 2013.

Full details of addresses and questions submitted by the deadline will be provided separately prior to the meeting.

CITY EXECUTIVE BOARD RECOMMENDATIONS - ITEMS 7 TO 9

7 WESTGATE - PROVISION OF TEMPORARY CAR AND COACH PARKING DURING CONSTRUCTION

47 - 66

The Head of Housing and Property has submitted a report which seeks approval for the inclusion of the above scheme into the Council's capital programme to provide temporary car and coach parking during the construction of the Westgate redevelopment scheme.

A confidential appendix is also attached.

This report was presented to the City Executive Board on 9th October 2013. An extract from the minutes of this meeting is also attached.

Council is asked to approve the inclusion of an amount of £3.3 million funded from an earmarked reserve in the Council's capital programme for the scheme as detailed herein relating to the provision of temporary car and coach parking during construction of the Westgate scheme of redevelopment, together with approval to transfer funding from the Council's Park and Ride works budget, if required.

8 COMPULSORY PURCHASE ORDER - LANHAM WAY, LITTLEMORE, OXFORD

67 - 82

The Head of Housing and Property has submitted a report concerning compulsory purchase proceedings in relation to a long term empty property in Lanham Way.

A confidential appendix is also attached.

This report was presented to the City Executive Board on 9th October 2013. An extract from the minutes of this meeting is also attached.

Council is asked to approve that provision is made in the 2013/2014 budget for the Compulsory Purchase of the property as detailed in the confidential appendices.

9	OXFORD SUPER CONNECTED CITIES PROJECT	83 - 100
	<p>The Executive Director, Housing and Regeneration has submitted a report which provides an update on the successful bid to Government for funding of £4.83 million from the Urban Broadband Fund (Phase 2) Super Connected Cities Programme, and requests that the Council officers now be authorised to deliver this project with the support of a specialist organisation using the funding secured plus the previously agreed £300,000 capital commitment and £25,000 start-up costs.</p> <p>This report was presented to the City Executive Board on 9th October 2013. An extract from the minutes of this meeting is also attached.</p> <p>Council is asked to approve of an additional £4.83 million within the Councils General Fund Capital Programme in 2014/15 to be funded by Government Grant.</p>	
<u>OFFICER REPORTS - ITEMS 10 TO 11</u>		
10	SETTING OF THE COUNCIL TAX BASE 2014-15	101 - 104
	<p>The Head of Finance has submitted a report which seeks delegated authority for the Executive Director of Organisational Development and Corporate Services to approve the setting of the "Council Tax Base" for 2014/15 as required by section 33 of The Local Government Finance Act 1992 and the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012.</p> <p>Council is asked to agree to delegate the setting of the 2014/15 Council Tax Base for the City Council's area as a whole and for the individual parishes to the Executive Director of Organisational Development and Corporate Services and to the Audit and Governance Committee for subsequent financial years.</p>	
11	COUNCIL AND COMMITTEE PROGRAMME 2014/15	105 - 110
	<p>The Head of Law and Governance has submitted a report which sets out a revised programme of Council and Committee meetings for May – July 2014 in consequence of the change in the date of the European and local government elections to 22nd May 2014.</p> <p>Council is asked to approve the revised programme of Council and Committee meetings for the Council Year 2014-15.</p>	
12	CITY EXECUTIVE BOARD MINUTES	111 - 124
	<p>Minutes of the City Executive Board held on:</p> <p>(a) 9th October 2013;</p> <p>(b) 13th November 2013.</p>	

13 QUESTIONS ON NOTICE FROM MEMBERS OF COUNCIL

Questions on notice under Council Procedure Rule 11.9(b) may be asked of Lord Mayor, a Member of the City Executive Board or the Chair of Committee.

Questions on notice must, by the Constitution be notified to the Head of Law and Governance by no later than 1.00pm on Monday 18th November 2013.

Full details of any questions and responses will be provided separately prior to the meeting.

PART 2 - PUBLIC INVOLVEMENT AND SCRUTINY

14 PUBLIC ADDRESSES AND QUESTIONS THAT DO NOT RELATE TO MATTERS FOR DECISION AT THE COUNCIL MEETING

Public addresses and questions received in accordance with Council Procedure Rule 11.10 and 11.11. The full text of any address or question must be received by the Head of Law and Governance by 5.00pm on Tuesday 19th November 2013.

Full details of the addresses and questions submitted by the deadline will be provided separately prior to the meeting.

15 PETITIONS

None submitted for consideration.

16 OUTSIDE ORGANISATION REPORTS AND QUESTIONS

125 - 132

(a) Members who are Council representatives on external bodies or Chairs of Council Committees who consider that a significant decision or event has taken place, will give notice to the Head of Law and Governance by 1.00 pm on Friday 21st November 2013 to present a written or oral report on the event or the significant decision and how it may influence future events.

(b) Each ordinary meeting of Council shall receive a written report concerning the work of one of the partnerships on which the Council is represented.

(1) Health and Well Being Board (including Health Improvement Board, Adult and Social Care Board and Children and Young People Board)

The Head of Policy, Culture and Communications has submitted a report which informs Members of the work

of the Oxfordshire Health and Wellbeing Board and to answer questions about the work of the Partnership.

Council is asked to comment on and note the report.

17 SCRUTINY COMMITTEE BRIEFING

133 - 152

The Chair of the Scrutiny Committee has submitted a report which updates Council on the activities of scrutiny and other non-executive Councillors since the last meeting of Council.

Council is asked to comment on and note the report.

PART 3 - MOTIONS REPRESENTING THE CITY

18 MOTIONS ON NOTICE

153 - 158

Council Procedure Rule 11.16 refers.

Motions received by the Head of Law and Governance by the deadline of 1.00pm on Wednesday 13th November 2013 are attached to this agenda.

19 MATTERS EXEMPT FROM PUBLICATION

If Council wishes to exclude the press and the public from the meeting during consideration of any aspects of the preceding agenda items it will be necessary for Council to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 specifying the grounds on which their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Part 1 of Schedule 12A of the Act 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.

(The Access to Information Procedure Rules – Section 15 of the Council’s Constitution – sets out the conditions under which the public can be excluded from meetings of the Council

20 WESTGATE TEMPORARY CAR AND COACH PARKING - CONFIDENTIAL APPENDIX

159 - 160

This paper is a not for publication appendix to the report at agenda item 7 by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

21 COMPULSORY PURCHASE ORDER - LANHAM WAY,

161 - 166

LITTLEMORE, OXFORD - CONFIDENTIAL APPENDIX

This paper is a not for publication appendix to the report at agenda item 8 by virtue of paragraph 6 of Part 1 of Schedule 12A of the Local Government Act 1972.

Information which reveals that the authority proposes:

- (a) To give under enactment a notice under or by virtue of which requirements are imposed on a person; or*
- (b) To make an order or direction under any enactment.*

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.

¹Disclosable 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.

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COUNCIL

Monday 30 September 2013

COUNCILLORS PRESENT: Councillors Sinclair (Lord Mayor), Abbasi (Sheriff), Brett (Deputy Lord Mayor), Altaf-Khan, Baxter, Benjamin, Brown, Campbell, Canning, Clack, Clarkson, Cook, Coulter, Curran, Fooks, Goddard, Gotch, Haines, Humberstone, Jones, Kennedy, Khan, Lloyd-Shogbesan, Lygo, Malik, McCready, Mills, O'Hara, Paule, Pressel, Price, Rowley, Royce, Rundle, Sanders, Seamons, Simmons, Tanner, Turner, Upton, Van Nooijen, Wilkinson, Williams and Wolff.

30. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Roy Darke, James Fry, Sam Hollick and Val Smith.

31. DECLARATIONS OF INTEREST

Councillors Mohammed Niaz Abbasi, Mohammed Altaf-Khan, Shah Jahan Khan and Sajjid Malik declared pecuniary interests in the following agenda items as they were all holders of a Taxi Driver Licence:

Agenda item 12 – Hackney Carriages and Private Hire Vehicles: Age Limits and Euro Emissions (minute 41 refers).

Agenda item 13 – Policy on Hackney Carriage Quantity Control (minute 42 refers).

32. MINUTES

Council agreed to approve the minutes of the ordinary meeting of Council held on 24th June 2013.

33. APPOINTMENTS TO COMMITTEES

Council agreed:

- (1) To appoint Councillor Louise Upton to the Scrutiny Committee, replacing Councillor Michelle Paule;
- (2) To appoint Councillor Helen O'Hara to the East Area Planning Committee, replacing Councillor Steve Curran;
- (3) To appoint Councillors Bev Clark and Susanna Pressel to the Disciplinary Committee for Directors and Heads of Services replacing two Liberal Democrat Members (for political balance purposes following the North Ward By-election)

- (4) That the Leader of the Liberal Democrat Group informs the Head of Law and Governance of Liberal Democrat appointments to the Planning Review Committee and the Licensing and Gambling Acts Committee, replacing the former Councillor for North Ward and which two Liberal Democratic Councillors will no longer serve on the Disciplinary Committee for Directors and Heads of Service.
- (5) To note that Councillor Steven Curran would replace Bev Clack on the City Executive Board as Board Member for Youth and Communities.

34. ANNOUNCEMENTS

The Lord Mayor made the following announcements:

- (1) Councillor Louise Upton was welcomed to her first Council meeting, following the North Ward By-election, results of which were submitted by the Returning Officer (previously circulated, now appended);
- (2) Congratulated Rev. Bob Wilkes for being instituted as Vicar of St. Michaels at the North Gate;
- (3) The City Council had won the Regional Britain in Bloom award and a Silver Gilt in the City category;
- (4) That the City Council had won a bowls competition against Abingdon Town Council.

35. PUBLIC ADDRESSES AND QUESTIONS THAT RELATE TO MATTERS FOR DECISION AT THIS MEETING

Anneliese Dodds addressed Council on the Living Wage and Zero Hour Contracts. The full text of her address is appended to these minutes.

In accordance with Procedure Rule 11.10(g) the address was considered with agenda item 23(6) Motions on Notice – The Living Wage.

36. PAVILIONS PROGRAMME - PROJECT APPROVAL

Council had before it the following (previously circulated, now appended):

- (1) Report of the Head of Leisure, Parks and Communities which was submitted to the City Executive Board on 10th July 2013. The report presented the Pavilions Programme and sought Project Approval;
- (2) Extract from the minutes of the City Executive Board held on 10th July 2013.

Councillor Mark Lygo moved and spoke to the report.

Following a debate, Council agreed to approve an increase to the project budget of £3.143 million subject to securing external funding, and the Capital and Asset Management Group agreeing the virements noted in Appendix 1 of the report.

37. HOMELESS ACCOMMODATION SUPPLY

Council had before it the following (previously circulated, now appended):

- (1) Report of the Head of Housing and Property Services which was also submitted to the City Executive Board on 11th September 2013. The report detailed recommendations to improve the supply of suitable temporary accommodation in order to meet the Council's duties to homeless households;
- (2) Extract from the minutes of the City Executive Board held on 11th September 2013

Councillor Scott Seamons moved and spoke to the report.

Council agreed:

- (a) To approve that the 2013/14 General Fund Capital Budget be updated with the inclusion of a new scheme, namely "Homeless Property Acquisitions", estimated at £5 million, funded from borrowing, and to include a further £5 million budget in 2014/15;
- (b) To approve an increase in the General Fund external borrowing of up to £10 million to finance capital expenditure.

38. ALLOCATIONS REVIEW AND CHANGES TO THE ALLOCATIONS SCHEME

Council had before it the following (previously circulated, now appended):

- (1) Report of the Head of Housing and Property Services which was submitted to the City Executive Board on 11th September 2013. The report sought approval for the proposed new Allocations Scheme;
- (2) Extract from the minutes of the City Executive Board held on 11th September 2013

Councillor Scott Seamons moved and spoke to the report.

Following a debate, Council agreed to adopt the new Allocations Scheme as amended by the City Executive Board, with one further amendment as follows:

- (a) That the word "false" be deleted and replaced with the word "fraudulent" in the final bullet point of section 15 of the Appendix 1 of the report.

39. TRANSFER OF CASH AND ASSETS BETWEEN THE HOUSING REVENUE ACCOUNT (HRA) AND THE GENERAL FUND

Council had before it the following (previously circulated, now appended):

- (1) Report of the Head of Finance which was submitted to the City Executive Board on 11th September 2013. The report sought approval to transfer assets from the HRA to the General Fund, together with a proportion of HRA cash balances;
- (2) Extract from the minutes of the City Executive Board held on 11th September 2013

Councillor Ed Turner moved and spoke to the report.

Following a debate, Council agreed:

- (a) To approve the transfer of non-dwelling assets identified in Appendix B of the report with a net book value of around £18 million from the HRA to the General Fund;
- (b) To approve the transfer with immediate effect, of cash balances of £7 million from the HRA to the General Fund in order to fund future projects that achieve on-going General Fund savings.

40. STATEMENT OF GAMBLING AND LICENSING POLICY

Council had before it the following (previously circulated, now appended):

- (1) Report of the Head of Environmental Development which was submitted to the City Executive Board on 11th September 2013. The report sought approval of the recommendation from the Licensing and Gambling Acts Committee that the draft revised Statement of Gambling Licensing Policy be adopted;
- (2) Extract from the minutes of the City Executive Board held on 11th September 2013

Council agreed:

- (a) To adopt the draft revised Statement of Gambling Licensing Policy;
- (b) To approve the re-adoption of a “no casino” policy.

41. HACKNEY CARRIAGES AND PRIVATE HIRE VEHICLES: AGE LIMITS AND EURO EMISSIONS

Council had before it the following (previously circulated, now appended):

- (1) Report of the Head of Environmental Development which was submitted to the City Executive Board on 11th September 2013. The report asked Council to consider the recommendation of the General Purposes Licensing Committee of 5th September 2013 in relation to the proposed

amendments to the “Conditions of Fitness” applicable to the licensing of hackney carriages and private hire vehicles;

- (2) Extract from the minutes of the City Executive Board held on 11th September 2013

Councillors Mohammed Niaz Abbasi, Mohammed Altaf-Khan, Shah Jahan Khan and Sajjid Malik declared pecuniary interests as they were all holders of a Taxi Driver Licence and left the Chamber while the item was debated and voted upon.

Councillor Craig Simmons, seconded by Councillor David Williams moved an amendment to the recommendation to add the following words:

“subject to further guidance being drafted by Officers which allow for exemptions to be made for low carbon vehicles (for example, certain electric, hybrid and re-engined vehicles) which meet other quality criteria”.

Following a debate, Council voted and the amendment was not adopted.

Following a further debate, Council agreed to adopt the following age limits for Hackney Carriage and Private Hire Vehicles:

- New Hackney Carriage and Private Hire Vehicles – 5 years
- Existing Hackney Carriage Vehicles – 12 years
- Existing Private Hire Vehicles – 10 years

42. POLICY ON HACKNEY CARRIAGE QUANTITY CONTROL

Council had before it the following (previously circulated, now appended):

- (1) Report of the Head of Environmental Development which was submitted to the City Executive Board on 11th September 2013. The report asked Council to consider the recommendation of the General Purposes Licensing Committee of 21st May 2013 in relation to the Policy on Hackney Carriage Quantity Control;
- (2) Extract from the minutes of the City Executive Board held on 11th September 2013

Councillors Mohammed Niaz Abbasi, Mohammed Altaf-Khan, Shah Jahan Khan and Sajjid Malik declared pecuniary interests they were all holders of a Taxi Driver Licence and left the Chamber while the item was debated and voted upon.

Following a debate, Council agreed:

- (a) To adopt the recommendation of the General Purposes Licensing Committee that the conclusions of the hackney carriage “Unmet Demand” survey report prepared by Halcrow Group Limited, that there is currently no significant unmet demand for hackney carriage vehicles, be accepted;
- (b) To accept that there is currently no significant demand for the services of hackney carriage vehicles which is unmet and therefore resolved to

maintain the Council's policy of quantity control on the number of hackney carriage vehicle licences;

- (c) That a further unmet demand survey be commissioned in 2015, subject to any future changes to legislation.

43. PARTNERSHIP REPORTING TO COUNCIL

The Head of Law and Governance submitted a report (previously circulated, now appended) which addressed a request of the Leader at the June 2013 Council meeting that a proposal be brought forward as to how Council Procedure Rule 11.14 might pro-actively be used to highlight the work of significant partnerships.

Councillor Bob Price moved the report and spoke.

Council agreed to approve the procedures for partnership reporting to ordinary meetings of Council, and the consequent amendment to Council Procedure Rule 11.14. in the Constitution.

44. COMMUNITY INFRASTRUCTURE LEVY (CIL) - APPROVAL

The Head of City Development submitted a report (previously circulated, now appended) which sought approval to: the CIL Charging Schedule, the date on which the CIL would come into effect, and the revised CIL instalments policy.

Councillor Bob Price moved the report and spoke.

Following a debate, Council agreed:

- (a) To approve the CIL Charging Schedule in line with the recommendation of the independent examiner;
- (b) To approve the revised CIL Instalments Policy;
- (c) To approve the date of 21st October 2013 for the CIL to come into effect.

45. GOVERNANCE REVIEW - PROTOCOLS

The Head of Law and Governance submitted a report (previously circulated, now appended) which presented an updated Code on Councillor-Officer Relations and Publicity as part of the Governance Review which was considered by Council at its meeting on 22nd April 2013. A draft Councillor Call for Action Protocol was also submitted.

Councillor Bob Price moved the report and spoke.

Councillor Craig Simmons, seconded by Councillor David Williams moved an amendment as follows:

In Appendix 2, Section 23.13 – Media releases and publicity

In point (d) Content of media releases

Delete the words "Ward Councillors may be quoted on matters that they have significantly influenced"

Replace with the words "Ward Councillors SHOULD be quoted on matters that they have significantly influenced".

In point (e) Notification of media releases:

Delete the words "All Members will receive notification of all press releases made on behalf of the Council the Communications Team. Media releases which are embargoed will be sent to all Members at the time that the embargo is lifted"

Replace with the words "All Members will receive immediate notification of all press releases made on behalf of the Council (including embargoed releases) by the Communications Team. Members will respect any embargo."

Following a debate, Council voted on the amendment which was not adopted

Following a further debate, Council agreed:

- (a) To approve and adopt the revised Code of Councillor-Officer Relations and Publicity;
- (b) To approve the draft Councillor Call for Action Protocol subject to any amendments required by the Scrutiny Committee;
- (c) To authorise the Head of Law and Governance to make the necessary changes to the Constitution.

46. CITY EXECUTIVE BOARD MINUTES

Council had before it minutes of the City Executive Board as follows:

- (a) 10th July 2013
- (b) 31st July 2013
- (c) 11th September 2013

City Executive Board – 10th July 2013

- (a) Minute 27 – Low Emission Strategy and Air Quality Action Plan – Councillor Graham Jones asked if the City Executive Board had now considered the Low Emission Strategy. In response Councillor John Tanner confirmed that it had at a special meeting of the City Executive Board held on 31st July 2013.
- (b) Minute 28 – Neighbourhood Planning Areas – Designation – Councillor Jean Fooks felt that the boundaries should be on based on communities and not on political boundaries. In response Councillor Ed Turner

observed that Officers had achieved a good balance on the boundaries. He added that there were many ways in which residents could become involved and he would be happy to discuss this further with Councillor Fooks.

City Executive Board – 11th September 2013

- (a) Minute 56 – Finance, Performance and Risk – Quarter 1 Progress – Councillor Jean Fooks raised concerns on the target for invoices to be paid which was not being met and how this affected business, especially small businesses in the City. In response Councillor Ed Turner said that the situation would continue to be monitored.

47. QUESTIONS ON NOTICE FROM MEMBERS OF COUNCIL

- (1) Question to the Board Member, Youth and Communities (Councillor Bev Clack) from Councillor David Williams**

Local Child Poverty Commission

Given that the number of children living in poverty in Oxford has increased and is predicted to continue rising, and that we in Oxford are lucky to be well-placed for people and organisations both able and keen to help, does the Portfolio holder consider that the Council would be willing to join forces with a cross-party, cross-community commission to enquire into local child poverty and to suggest positive actions ?

Response: The levels of child poverty in the United Kingdom and in Oxford are indeed shocking, and have of course been increasing steadily since the election of the Coalition Government and their successive reductions in social security spending. Addressing poverty lies at the heart of Labour's mission, as was highlighted in Ed Miliband's conference speech, and I am glad that other parties share our commitment to the creation of a more equal society in which no child is condemned to suffer the indignities of poor housing, clothing and nutrition. A very large programme of work has been undertaken since 2007 in the city to tackle child poverty under the auspices of the OSP's Tackling the Cycle of Deprivation programme, and substantial funding from the Labour Government's LAA allocations. A large amount of information is already available and can be accessed through data bank held by Mark Fransham. I think that this would be a good moment for the Scrutiny Committee to undertake an enquiry into the causes and consequences of child poverty as it is experienced in Oxford, using the data and the evidence from the many colleagues in the City, County and NHS, who have been involved in the Tackling the Cycle programme.

Councillor Williams in a supplementary question asked if the Board Member would agree that the City Council should fall in line with other local authorities into setting up a Commission and that this should be a separate body and not via scrutiny.

Councillor Curran in response said that child poverty levels in Oxford were appalling, but that scrutiny was the right approach at this moment in time.

He added that there was a need to be consulting with a much wider consult than we currently did and agreed to look at other charities in the future. He further added that he felt that the County Council had not done nearly enough in order to address the problems of child poverty.

(2) Question to the Board Member, City Development (Councillor Colin Cook) from Dick Wolff

Discontinuance Notice – Roger Dudman Way

In the light of the past 12 months of revelations regarding the planning process for the Roger Dudman Way buildings which are intrusively blocking heritage and 'protected' views from Port Meadow, including:

- The lack of an Environmental Impact Assessment (which would have included light pollution, heritage views and soil contamination)
- The impossibility of meaningful 'mitigation' of the damage caused
- The unresolved soil contamination issues
- The inaccurate and misleading wording of the Oxford University proposal 'will not be visible from the majority of Port Meadow'
- The ignoring of the City Council Heritage Officer's report stating 'There is no justification for this harm'.
- The plans that were amended by officers taking the small pinnacle off the top point of the roofs, as an unofficial response to this so that the report above could be left out of papers seen by Councillors -The intrusion of the buildings into the 'protected' view cone
- The lack of proper informing and meaningful consultation for this major development
- The fact that no other developer has been allowed to build thus intrusively next Port Meadow even though Berkeley Homes would have liked to (but was prevented quite rightly by this same City Council)

Can Council confirm if and when they will issue a discontinuance notice on the buildings?

Response: No. The Council has taken expert legal opinion and is advised that there should be no consideration given to discontinuance until it has received the University's voluntary Environmental Impact Assessment. To consider discontinuance now would be prejudicial to a fair consideration of that Assessment

Councillor Wolff in a supplementary question asked if the Board Member had any evidence to offer the public that might counter the suggestion that we are actually exercising our responsibilities without fear or favour.

Councillor Cook in response said that all Councillors acted without fear or favour and always had.

(3) Question to the Board Member, City Development (Councillor Colin Cook) from Councillor Jim Campbell

Gloucester Green Market - consultation

How were the Gloucester Green traders consulted about the proposed change of management?

Response: Councillor Cook apologised and said that he was awaiting information from Officers and when he received this he would be in a position to provide a full response.

Councillor Campbell in a supplementary question welcomed the many elements of the deal for the Gloucester Green Market, and asked if the Board Member would consider a similar outsourcing arrangement for the Covered Market.

Councillor Cook in response said that he awaited the report from the Scrutiny Committee which was looking at the issue of the Covered Market.

(4) Question to the Board Member, City Development (Councillor Colin Cook) from Councillor Graham Jones

Diamond Place Car Park – Electric Car Line marking

When will the promised white lines marking the electric car charging point in Diamond Place car park be painted?

Response: The white lines marking in this car park will be completed by 11th October 2013.

Councillor Jones in a supplementary question asked how many charging points did the City have and were they all protected by white lines.

Councillor Tanner in response said that each Park and Ride site including those of the County Council had charging points and he believed that 4 other City Council car parks also had them, but he would confirm this with Officers and inform Councillor Jones.

(5) Question to the Board Member, City Development (Councillor Colin Cook) from Councillor Graham Jones

15 St Clements Street

What is the present state of discussions regarding the painting of the ground-floor frontage of 15 St Clements Street?

Response: A Planning Enforcement Officer met with the owner last week and his artist. It was agreed that he would paint all the pillars and surrounds a cream colour by Fri 27th. He will then come up with a new design which he will show to the officer before proceeding. He is looking at an Oxford architectural theme but that may change. We will need to determine whether the new design is an advert or just painting.

Councillor Jones in a supplementary question asked if Councillor Cook would join him in congratulating Officers for their swift response to his

constituents concerns. He asked if he would also accept that it had taken a little time for conservation area rules to kick in and that this Administration did not rank conservation as high as it should.

Councillor Cook in response said he totally disagreed with the sentiments expressed by Councillor Jones. He said the rules were there to be used. There were pressures on Officers and they did the work as soon as they could. There were also other pressures but they continued to do good work for the authority despite the constraints they had to work under.

(6) Question to the Board Member, Parks and Sports (Councillor Mark Lygo) from Councillor David Williams

Fighting Ash Tree Disease

Last year a commitment was given that the Council would stage a series of briefings regarding their operational policy to local conservation and wildlife groups with regard to 'Ash Tree Die Back' (*Chalara Fraxinea*) prior to the disease entering Oxfordshire. Now the disease is here in the County could the portfolio holder give an indication how many of these consultative briefings have been held with the numerous nature conservation and protection groups that exist in the City?

Response: We said that the Council would follow national guidance and promote the relevant information and guidance on our website. This was done and we are continuing to do this. See: <https://www.gov.uk/government/publications/chalara-management-plan>

We have also established a Green Spaces Network with the County Council, Oxford Preservation Trust, Berkshire Buckinghamshire and Oxfordshire Wildlife Trust and the Campaign to Protect Rural England to share information on the control and incidence of Ash Die Back.

Councillor Williams in a supplementary question asked if the Board Member would go in a proactive way to the various wildlife groups and brief them on what the Council would do when the disease reached Oxford.

Councillor Lygo in response said that the Head of Service had offered to meet with Councillor Williams on this issue and he encouraged Councillor Williams to accept this invitation from the Head of Service and himself.

(7) Question to the Board Member, Parks and Sports (Councillor Mark Lygo) from Councillor Sam Hollick

Events in Bonn Square

The Bonn Square Events Protocol clearly states that the first step of the events application process is as follows:

Step 1=WHAT (What Events are Permitted in Bonn Square)

- The event should be beneficial to the community and help promote the city through the creative use of public space

- The event must fall into at least one of the following categories:
 - (1) Arts and Cultural –an event that incorporates at least one of the following: music, dance, visual art, theatre, film, concert, educational display, educational workshop, pantomime
 - (2) Historic –an event that has some reference to heritage or historic significance in terms of people, space or place
 - (3) Charitable- an event that involves increasing awareness or fundraising for an authorised charity organisation

However, there has recently been a large number of applications for commercial events that do not meet these criteria, yet have been given approval.

Could the board member:

- (i) justify why decisions have been made against the publicly available protocol?
- (ii) guarantee that future decisions will be made in line with the protocol?
- (iii) any changes to the protocol will go through full public consultation?

Response: The current protocol does state temporary commercial events will be allowed but unfortunately the previous protocol remains online.

I have asked Officers to update the website to reflect current practice which is that we will trial occasional commercial events in agreement with the New Road Baptist Church with whom we have a joint agreement.

The extant protocol states the following:

- (4) *Temporary commercial activities - will only be permitted where deemed appropriate for the space such as e.g. small funfair rides and specialist trade activities taking place as part of a larger city centre festivals or events. Each temporary commercial activity will be considered on an individual basis. No long-term commercial activity will be allowed under any circumstances*

These events bring in additional revenue both for the Church and the City Council which the Church reinvests in the fabric of its building and the City Council reinvests in the provision of other events in the City.

(8) Question to the Board Member, Parks and Sports (Councillor Mark Lygo) from Councillor Jean Fooks.

Cotteslowe Community Association – Outdoor Gym

Cotteslowe Community Association has prepared an application to Wren for an outdoor gym, which is eagerly awaited in the area. Can Councillor Lygo assure them that all subsequent costs of maintenance, repair and insurance will not fall on the Community Association, whose funding was very stretched?

Response: The Leisure, Parks and Communities team are working with the community association and have provided a letter of support for the bid. A positive meeting has taken place between Parks Services and the Association to seek a way forward that can be managed effectively within current budgets. The costs of future basic maintenance have been clarified with the community association and the Parks Services are committed to funding this. Any complex or intensive maintenance will be reviewed on a case-by-case basis. However, this is expected to be minimal as there is a low level of anti-social behaviour on the site at the moment.

Councillor Jean Fooks in a supplementary question said that there currently was no equipment to be vandalised. What the Cutteslowe Community Association wanted was some assurance that there would be total support from the Council should the equipment once installed be vandalised.

Councillor Lygo in response said that the Council would be supporting the Cutteslowe Community Association on a needs basis depending on that the issues were.

(9) Question to the Board Member, Housing (Councillor Scott Seamons) from Councillor David Williams

Scandinavian Style Shared Co-Housing Scheme

'With a vibrant Cooperative Group willing to fund a Scandinavian style shared Co Housing Scheme. Could the portfolio holder for housing be more helpful than dismissing the project by stating the Council would not make land available for such a project. Would he not be better talking through all the options and identifying possible sites that may become possible locations for such a proposal? Is the portfolio holder a supporter of co-housing projects as one method of meeting the City's housing needs?

Response: The Council is supportive of co-housing, and recognises that there is an active local group trying to pursue this housing option. Land is at a premium in the City however. The Council has prepared a Sites and Housing Plan to assist developers and social housing providers with identifying land, but the expectation is that such organisations will secure land themselves. Any site suitable for residential use has the potential to be suitable for co-housing, as long as all other policy requirements are met including affordable housing requirements, balance of dwellings and the efficient use of land. The Council has, and can continue to advise on this, but can be of greater assistance to the group if and when they have a viable proposition to discuss.

(10) Question to the Board Member, Housing (Councillor Scott Seamons) from Councillor Stuart McCready

Enforcement of parking restrictions at the rear of flats 410-448 Banbury Road

Tenants of the Council flats at 410-448 Banbury Road are offered permits to park on the service road behind the flats. It is an attractive parking place for those wanting to avoid the restrictions on surrounding roads. For some time there has been no enforcement so that vehicles are parked there without permits, causing problems for those who have permits.

When will the Council take responsibility for keeping this road available for those with permits only?

Response: Where we have parking problems on HRA land on our estates, we have introduced residents' parking permit schemes, subject to consultation with residents. The scheme is managed by the Tenancy Services Team and there are approximately 300 parking spaces covered by the schemes, generally in small residential car parks and courts. Residents are issued with an annual permit plus a number of visitor permits. There is no charge to residents currently.

Up until August, we were using contractors called Conkai to carry out the enforcement on an informal basis however they have just sold their business to new owners. The new owners, in turn, following changes to licensing and standards for parking management agencies, they are unable to undertake any work without a formal contract.

There are many agencies that provide a parking solution for private landlords and public sector organisations. The types of solution include:

- a full car park service similar to that run by the Council's in-house team
- a patrol and 'ticketing' service
- an arms-length administration service where the client is responsible for issuing electronic notices and they initiate the recovery process

We are currently assessing the options as part of our review of parking, parking permits and garages. In the interim, we have agreed a short term contract with Vehicle Control Services Ltd, who purchased Conkai, to carry out the enforcement function. They will be resuming the enforcement activities in the next few weeks.

(11) Question to the Board Member, Housing (Councillor Scott Seamons) from Councillor Stuart McCready

Replacement of paving slabs with tarmac

Why were tenants not informed, let alone consulted, on the recent decision to replace paving stones round their front doors with plain black tarmac?

Response: Officers have asked the member for more information regarding the location. Once the location has been identified and the problem investigated, officers will work with tenants and the local member to find an acceptable solution.

Councillor McCready apologised for not being specific on the location, however he said that his question covered properties in Hawksmoor Road

and Pennywell Drive, but that there was a general issue across the City. He asked in a supplementary question if the Board Member would give some strategic thought about the rush to spend money at the end of the financial year on works that tenants did not want.

Councillor Seamons in response said that he fully expected tenants to be informed of any works affecting their homes as the Council did not want to spend funds on works that the tenants did not want.

(12) Question to the Board Member, Cleaner Greener Oxford (Councillor John Tanner) from Councillor Graham Jones.

Air Quality Action Plan - Responses

How many responses were received in the consultation on the Air Quality Action Plan, and how many in each week of the consultation?

The consultation for the Air Quality Action Plan ended on 17 September 2013. The total number of responses was 220.

The breakdown by weeks is as follows:

Week 1	16
Week 2	89
Week 3	12
Week 4	10
Week 5	7
Week 6	7
Week 7	27
Week 8	31
Week 9	21
Total	220

Councillor Jones in a supplementary question asked if the Board Member could say how many additional comments were made in the space provided on the forms. What useful ideas were suggested that could be assessed by Officers and added that people did not know when their ideas had been taken up and tested and whether it was worth taking part in the consultation.

Councillor Tanner in response said that it had been an excellent return rate and there had been some good ideas which were being looked at. He added that there was a great concern amongst the public on breathing clean air and that the public of Oxford supported what the Council was doing.

(13) Question to the Deputy Leader of the Council (Councillor Ed Turner) from Councillor Graham Jones.

Business Tenants and rent reviews

Is it normal for the city's business tenants to bear the responsibility for initiating negotiations over upcoming rent reviews, rather than receiving prior notice?

Response: Both landlord and tenant have responsibility for agreeing a rent review and the process (if any) will be set out in the lease. Our current form of lease, based on best modern practice, avoids formal processes, with joint onus on the parties to reach an agreement, with mechanisms for dealing if that does not occur. Notwithstanding that, it is more usual for the landlord to initiate negotiations by the service of a rent proposal, and this is generally what tends to happen, but there may be circumstances where the landlord delays instigating a review e.g. because it is awaiting the completion of other transactions which will provide rental evidence. The Council does not deal any differently in this regard to any other private landlord and there is no reason why a tenant should not initiate discussions if it is concerned about delay.

Councillor Graham Jones in a supplementary question asked for assurance that when a tenant initiated a discussion, the response would not be delayed until after the review had taken place and the rent increased. He added that a constituent had said to him that he had been kept waiting for 3 months and that he had to make someone redundant, when he was convinced that this could have been avoided if the discussion had taken place.

Councillor Turner in response said that he encouraged all Members not to wait till the Council meeting to raise issues as he was happy to respond and to help wherever possible.

(14) Question to the Deputy Leader of the Council (Councillor Ed Turner) from Councillor Jim Campbell

Temporary parking for the Westgate development

Why have we still not had the promised report on how much of the £3,300k underspend will be spent on temporary parking for the Westgate development, and what it will be spent on?

Response: We anticipate a report going to City Executive Board in October on this matter - it is obviously a complex issue and it is important to get it right

Councillor Campbell in a supplementary question said that this was a significant sum and asked why this had not been factored into the original report. In response Councillor Turner said that Officers had looked at the detail to see if the Westgate Alliance could shoulder more of the responsibility. If the Council had said that they would do it from the beginning then the Council would not have achieved the present result and would have been left with a greater liability.

(15) Question to the Leader of the Council (Councillor Bob Price) from Councillor Jean Fooks

Opening of private mail

I have recently found a letter personally addressed to me at the Town Hall had been opened and stamped by the City Council. I am told that this dates back to a security alert many years ago. Could Councillor Price tell Council when the opening of private letters was sanctioned, who was told and why all councillors were not informed?

Response: Private mail (i.e. mail marked private and confidential) is not opened by the post room. All other incoming post is opened (with one or two exceptions such as mail for the Fraud Team). The letter in question was not marked private & confidential. The Head of HR & Facilities will ensure that with immediate effect, all Councillor's mail is left unopened regardless of how it is marked.

Councillor Jean Fooks in a supplementary question asked if Councillor Price thought it right that any mail addressed to a Councillor should have been opened. How long had it been the practice to open all incoming mail except mail marked private and confidential. She added that members of the public writing to their Councillor at the Town Hall would not expect the letter to be opened other than by their Councillor.

Councillor Price in response said that Councillors mail would not be opened and would be left as it was.

(16) Question to the Leader of the Council (Councillor Bob Price) from Councillor Ruth Wilkinson

Disabled transport

Has the Council yet decided how to use the £50,000 set aside for disabled transport in the city?

There have been discussions with the County Council about their future plans for special transport provision, and members will be kept in touch with developments.

Councillor Wilkinson in a supplementary question asked if there was an indication of a timescale. In response Councillor Price said no. The County Council was in the process of having to wrestle with their £61 million in cuts and that the City Council may have to decide for itself whether or not to go forward with this.

(17) Question to the Leader of the Council (Councillor Bob Price) from Councillor Jean Fooks.

Municipal Bonds

Would the Leader of the Council join me in welcoming the positive noises coming from government concerning municipal bonds?

Response: A municipal bond is a bond issued by local government to raise funds directly from the market, creating an alternative source of funding to the Public Works Loans Board.

The Local Government Association (LGA) is encouraging Councils to support the establishment of an agency to issue such bonds. The LGA is seeking a commitment from local authorities to take part in the development of the business case into a practical proposition, and to be in on the ground floor as founding members and shareholders. The project will only proceed if the business case is credible to potential lenders.

However:

- PWLB rates are currently very low. Local authorities can borrow for 5 years at around 2.4% and for up to 50 years at around 4.5%. It is unlikely that bond rates would be as low, and there will be set up costs involved.
- PWLB borrowing is very straight forward; the authority simply phones the Board and the cash is with you in two days. If at any point you wish to repay a loan before it matures, this can be done at a premium or at a discount. It is highly unlikely a Municipal Bond will be as flexible

At this point in time municipal bonds are not a very attractive option. However the current market environment may change over time, and this could happen when the Quantitative Easing programme is reversed, as this will increase gilt yields and therefore PWLB rates. We could reconsider support for the LGA initiative in different conditions if the current low borrowing rate environment comes to an end.

Councillor Fooks in a supplementary question said should the Council not be investigating this. In response Councillor Price said that if there was a financial advantage to the Council, then this would be investigated.

(18) Question to the Leader of the Council (Councillor Bob Price) from Councillor Elise Benjamin

Sale of the Electoral Register

How many times in the last six years has the City Council sold the electoral register to companies and individuals, and can the Leader provide me with a list of dates, recipients, and how much the City received for each sale?

Response: Distribution and sales of the electoral register and what it can be used for are strictly controlled by legislation (various regulations in the Representation of the People Regulations 2001)

There are two versions of the register: full and edited. The full register contains the names of all electors. The edited contains the names of those who haven't exercised the right to opt out of it. In Oxford around 40% of electors opt-out of the edited register.

The full register is used for elections and can only be given or sold to specific organisations (i.e. political parties, government bodies [police, HMRC, etc.] and credit reference agencies). They may only use the full register for particular purposes, also defined in the Regulations.

The edited register is available for any person or organisation to buy and they may use it for any lawful purpose. The fees chargeable are set in the Regulations and combine a set transaction charge (£20) plus a per thousand electors fee. The level of the fee depends on whether the person wants the register on paper (£5 per thousand) or in data format (£1.50 per thousand). All the purchases made during the period above were for data versions.

People may buy the whole edited register or parts of it (down to polling district level).

Sales of Oxford's edited register – 2007-2013

2007/08

Name	Whole/part	Charge (£)
Mrs Ahmed	Part	25.50
Mr Koenig	Part	20.00

2008/09

Name	Whole/part	Charge (£)
Ms Gilbey-Redfearn	Part	23.00
Fitzgerald Associates	Part	25.00
Mr Jefkins	Whole	177.00
i-CD	Part	180.00

2009/10

Name	Whole/part	Charge (£)
None		

2010/11

Name	Whole/part	Charge (£)
Mr Jefkins	Whole	177.00

2011/12

Name	Whole/part	Charge (£)
Mr Roberts	Part	173.00
White Walls	Part	122.00

2012/13

Name	Whole/part	Charge (£)
Connells	Part	100.00
Mr Koenig	Part	30.00
White Walls	Part	127.50
Mr Comley	Part	125.00

2013/14 (so far)

Name	Whole/part	Charge (£)
Sun Hotels	Part	125.50
Ms Lomas	Whole	177.00

Total sales of the edited register during the period: £1607.50

(19) Question to the Leader of the Council (Councillor Bob Price) from Councillor Ruth Wilkinson

Sale of Electoral Register

How many companies over the last five years have City Council sold voter information to, and how much income has it derived from this?

Response: See response to question 18

Councillor Wilkinson in a supplementary question asked if the Board Member was happy that the companies listed were not loan sharks or payday loan companies. In response Councillor Price said no.

(20) Question to the Leader of the Council (Councillor Bob Price) from Councillor David Williams

Badger Cull

Could the Portfolio Holder give the Council any information as to if the City council has been approached by DfRA Officials with regard to conducting a badger cull on Oxford City land?

Response: I am not aware of any such request; if one were received it would be refused

Councillor Williams in a supplementary question asked if the Board Member would give an assurance that if DfRA came to the Council, he would inform Councillors. In response Councillor Price was happy to do this.

(21) Question to the Leader of the Council (Councillor Bob Price) from Councillor Graham Jones

Broadband coverage

What is the date by which residents and small businesses can expect to have faster Broadband and will coverage extend uniformly to all areas of the City?

Response: A full report on the Super Connected Cities project will be submitted to the next meeting of the City Executive Board. In summary, the Government has turned the scheme into a voucher arrangement through which businesses can buy access to super connectivity. A sum of £3.1 million is available and the scheme is planned to run throughout the

2014/15 financial year. In parallel, a wireless concession has been funded at £1.5 million to cover as much of the city as possible, but certainly all the key business centres.

Councillor Jones in a supplementary question asked if the Leader would press for “hotspots” across the City.

Councillor Price in response agreed to this as it was very important for businesses to be able to have faster broadband coverage.

(22) Question to the Leader of the Council (Councillor Bob Price) from Councillor Graham Jones.

Uppsala delegates

Have you been briefed on the outcomes of the visit by delegates from Uppsala?

Response: I’m afraid not.

Councillor Graham Jones in a supplementary question asked if Councillor Price would join him in thanking Sebastian Johnson for responding to a late invitation from the County LEP to meet with 24 Councillors and Officers. Would he also ask that the many contacts established be maintained?

Councillor Price in response said that there were always benefits in exchanging knowledge for example there had been enormous benefits from our contacts with our twin cities. He added that the difficulty was that there were potentially so many links that keeping them up could be difficult. He further added that a report would be coming to the next LEP meeting which he would circulate to Members.

48. PUBLIC ADDRESSES AND QUESTIONS THAT DO NOT RELATE TO MATTERS FOR DECISION AT THE COUNCIL MEETING

The following public addresses and questions that did not relate to matters for decision at the meeting were made and asked at Council. The texts of the addresses are appended to these minutes. Responses where applicable to the addresses from Board Members and responses to questions are set out below.

Addresses

(1) William Clark – Blackbird Leys Park

Following the address, Councillor Mike Rowley, Board Member, Leisure, said that he was pleased that the new competition pool was being built in Blackbird Leys and he continued to work with the Leys Football Team. Councillor Mark Lygo, Board Member, Parks and Sport added that no green spaces had or were being destroyed and that green trails were being created and play areas refurbished.

(2) Nigel Gibson – Temple Cowley Pools

Following the address, Councillor Scott Seamons, Board Member, Housing said that waiting lists did change and that accommodation was allocated to people in Band 5 on the list. Councillor Mike Rowley, Board Member, Leisure Services, said that Officers did have to advise in some cases that in the short term people should seek accommodation in the private rented sector. He was not satisfied with this situation and that was why the Council wanted to build more homes. He added that Oxford was expanding and it was right to upgrade its leisure facilities to meet this expansion.

(3) Mark Pitt – Development issues on Oxford

No comments were made by Board Members.

(4) Sarah Scheele – Cutteslowe Community Association – Active Cutteslowe Outdoor Gym and Fitness Trail Project

Following the address, Councillor Mark Lygo, Board Member, Parks and Sports said that he would continue to work with the Community Association, the Trustees and the Ward Councillors on this issue.

Questions

(1) Question to the Board Member, City Development (Councillor Colin Cook) from Sean Feeney

Board Member, City Development – Councillor Colin Cook

- (1) Executive Board Member for City Development Cllr Colin Cook, whose interests do you serve:
 - (a) those of your employer the University of Oxford,
 - (b) or those of your constituents who you were elected to represent?

- (2) As Executive Board Member for City Development you have a constitutional role to “Provide political leadership and accountability” so will you:
 - (a) expressly disclose and register the fact (which you have confirmed to me in a telephone conversation) that your employer is the University of Oxford;
 - (b) be open and honest about the failings of yourself, the officers who you lead, and for whose actions you are accountable, by (as I currently believe you should):
 - giving a public statement admitting all failings by this Council known to you, and
 - acting with integrity and leadership by

1. resigning as Executive Board Member for City Development, and
2. resigning as Councillor for this ward?

Response: Councillor Cook, Board Member city Development said that “in my work as the Chief Technician at the Medical Sciences Teaching Centre, I work in the interests of my employer, Oxford University. In my work as a Councillor I carry out my duties to the best of my judgement and ability without fear or favour in the interests of all citizens of this City, not just the ones I represent as a Ward Councillor.

My employment is a matter of public record and I have followed all advice on when I should declare pecuniary interests. But if you don't want to take my word for it, take the word of Deputy High Court Judge, Her Honour Judge Alice Robinson, who dealt with the recent application for Judicial Review of the Council's planning decision on the University application for the Blavatnik School of Government Building. In refusing permission for review she said, and I quote: “*There is no evidence any of the Councillors had a disclosable pecuniary interest for the purposes of the Localism Act 2011 and no arguable case that the test for apparent bias was met*”.

I will not be resigning from the city Executive Board and I will not be resigning as a Councillor”.

(2) Question to the Leader of the Council, (Councillor Bob Price) from Sarah Lasenby

Member's interests

In the interest of transparency can you please tell me which Oxford City Councillors, either directly or through close family, have an affiliation (membership or other relationship) with the City of Oxford Swimming Club, and which of these councillors are or have been members of committees involved in the decision making for the new swimming pool at Blackbird Leys and the closure of Temple Cowley Pools?

Council noted that Sarah Lasenby was unable to attend the meeting to ask her question, however Councillor Price did give a response.

Response: One Councillor.

49. PETITIONS

No petitions had been previously submitted for consideration at this meeting.

50. OUTSIDE ORGANISATION REPORTS AND QUESTIONS

(a) Oxfordshire Local Enterprise Partnership

The Head of Policy, Culture and Communications submitted a report (previously circulated, now appended) which informed Council of the work of the Oxfordshire Local Enterprise Partnership.

The following additional information was also submitted:

LEP support to the Oxford Super Connected Cities Project

In September 2012 the LEP committed £300k capital grant and £25k revenue from the Growing Places Fund to support the Oxford Super Connected Cities Project. The capital grant was to be used towards fixed ultrafast broadband infrastructure build (fibre).

However, due to state aid challenges the focus of the Super Connected Cities project has been changed to a voucher scheme for SMEs to support ultrafast broadband connection costs. There is no longer any infrastructure build.

Oxford City Council and its partners on the Super Connected Cities Project are keen to help the LEP to find a way to continue supporting the Super Connected Cities Project and have suggested that the £300k be used to support a new bid to Government for the development of wireless hotspots in public buildings with a focus on public museums and galleries. Discussions are taking place with the LEP about this opportunity

Additional Information Requested

For the purpose of this Annual Report to Council the Oxford City Council has requested the following information from the Oxfordshire LEP:

- Increasing inward investment in Oxfordshire: How many business enquiries and how many conversions in the Oxfordshire and in Oxford over the last 12 months?
- Business support: How many businesses were assisted in Oxford and Oxfordshire over the last 12 months?
- Improving infrastructure for growth and jobs: What was the total investment in Oxford and Oxfordshire over the last 12 months?
- Economic development: What was the total investment in Oxford and Oxfordshire over the last 12 months?
- Broadband: What was the total investment in Oxford and Oxfordshire over the last 12 months?

This information has currently not been made available in a format where it is possible to disaggregate this information for Oxford.

Councillor Bob Price introduced the report.

Councillor Craig Simmons asked if the City Council would fund the LEP or specific projects. In response Councillor Price said that the overall strategy fed into the funding streams. He added that the majority of the funding unfortunately had gone outside of the City to the Enterprise Zone.

Councillor Graham Jones said that he had heard twice in the last few weeks that there was a plan coming to harness government funding and 7000 new homes in the County including 3000 in Oxford, and asked if Councillor Price would comment that the Grenoble road development would happen. In response Councillor Price said that all discussions and issues around housing would fall from the discussions on the City Deal and around the outcome of the Strategic Housing Market Assessment which we hoped to receive by the end of the year. He said that this would then feed into an analysis of housing needs over the coming 15-20 years. He further added that the City Deal document was going to the Government to seek a lifting of the borrowing cap to £121 million which would allow development within and outside the city.

Councillor Jeans Fooks said that any further development should be low carbon, yet this had not been mentioned. In response Councillor Price agreed and said that consideration had been given to adding a low carbon element, however it was considered not a strong area of current growth in the County. He further added that priorities could change.

(b) Reports from and questions to Members representing the Council on outside organisations

None received.

51. SCRUTINY COMMITTEE BRIEFING

The Chair of the Scrutiny Committee submitted a report (previously circulated, now appended) which updated Council on the activities of scrutiny and other non-executive Councillors since the Committee was appointed in May 2013.

Councillor Mark Mills moved the report.

Council agreed to note the report and the activities of scrutiny.

52. MOTIONS ON NOTICE

Council had before it 10 Motions on Notice and reached decisions as follows.

(1) **Freight Consolidation Centre for Oxford – (Proposed by Councillor Graham Jones, seconded by Councillor Mike Gotch)**

Council notes

- the current Air Quality Action Plan to reduce Nox emissions in the city and the Low Carbon Energy Strategy to reduce carbonemissions
- that current levels are too high
- that the Westgate development will bring more traffic into the city centre with consequent increases in traffic-related pollutants.

It therefore requests the Executive Board to ask officers to work with the County Council and other partners to develop a series of measures to address both these pollutants and carbon constraints in the new development generally.

Noting too the high levels of congestion and pollution caused by commercial vehicles in district retail centres as well as the city centre, Council further requests the Executive Board

- to ask officers to explore and report on the establishment of a freight consolidation depot as is happening in cities across the UK and abroad
- identify feasible sites, and
- explore the feasibility of making the use of electric delivery vehicles a condition of such a scheme's operation.

Councillor Graham Jones moved the following amendment to his own Motion:

In Paragraph 2, insert between the words 'officers to' and 'work with' the words 'report to all members on their'.

At the end of Paragraph 3 add the word 'to'.

At the beginning of Paragraph 4 delete the word 'To'.

In bullet point 1 delete the words 'explore and report' and substitute the words 'publish a report as a matter of urgency'.

Insert after the bullet point 1 an additional bullet point

'- include district centres in their feasibility assessment'

Councillor John Tanner moved the following amendment

In the first paragraph, third bullet point, delete the word 'will' and insert the word 'may'

In the second paragraph, delete the word 'requests' and insert the word 'congratulates' and Delete the words 'to ask' and insert the words 'for asking'

In the third paragraph, delete the words 'commercial' and 'requests' and insert the word 'thanks'

In the third paragraph, first bullet point, delete the words 'to ask' and insert the words 'for asking', After '...explore' and before 'and report...', insert 'with the County Council and retailers,'

The mover of the substantive Motion (Councillor Graham Jones) accepted the amendment from Councillor John Tanner.

Following a debate, Council voted and the amended Motion was adopted as follows:

Council notes

- the current Air Quality Action Plan to reduce Nox emissions in the city and the Low Carbon Energy Strategy to reduce carbon emissions
- that current levels are too high
- that the Westgate development May bring more traffic into the city centre with consequent increases in traffic-related pollutants.

It therefore congratulates the Executive Board for asking officers to report to all Members on their work with the County Council and other partners to develop a series of measures to address both these pollutants and carbon constraints in the new development generally.

Noting too the high levels of congestion and pollution caused by vehicles in district retail centres as well as the city centre, Council further thanks the Executive Board

- for asking officers to explore with the County Council and retailers and report on the establishment of a freight consolidation depot as is happening in cities across the UK and abroad
- to identify feasible sites, and
- explore the feasibility of making the use of electric delivery vehicles a condition of such a scheme's operation.

(2) Youth Contract Compliance - (Proposed by Councillor David Williams, seconder Councillor Craig Simmons)

Given that youth unemployment is now an extremely serious issue with damaging long term social and personal consequences Oxford City Council would seek to establish from its suppliers that they have employees drawn from all age cohorts and do not neglect young people.

Henceforth a condition of securing a contract to supply good and services to Oxford City Council will be that the contracting company must have at least 5% of its registered workforce under the age of 21. (Applicable to all companies with a workforce of 25 or more employees). As the City Council is compliant with this rule it would expect all its suppliers to meet this contractual obligation.

This motion of Council to be forwarded to the City Executive Board with a relevant officer's report providing a strategy for implementation within the next two cycles of Committee.

Councillor Ed Turner seconded by Councillor Bob Price moved the following amendment:

To delete all of the words after the first reference to Oxford City Council and replace with the following words:

“will continue to emphasise the importance of creating apprenticeships in all its major contracts. In addition, Council will state in its tender information for tenders over £100k its commitment to supporting young

adults into work by requiring any organisation that is awarded a contract with the Council in excess of £100k a requirement that we wish to contract with suppliers with a positive approach to creating jobs for our young adults and the creation of a more sustainable workforce. This specification should be added as an evaluation question along with the Living Wage and it will form part of the tender evaluation. It will be added as part of the same contractual term as the Living Wage”.

The mover of the substantive Motion (Councillor David Williams) did not accept the amendment by Councillor Ed Turner and following a debate, Council voted and the amendment was adopted.

Following a further vote the Motion as amended by Councillor Ed Turner was adopted as follows:

Given that youth unemployment is now an extremely serious issue with damaging long-term social and economic consequences Oxford City Council will continue to emphasise the importance of creating apprenticeships in all its major contracts. In addition, Council will state in its tender information for tenders over £100k its commitment to supporting young adults into work by requiring any organisation that is awarded a contract with the Council in excess of £100k a requirement that we wish to contract with suppliers with a positive approach to creating jobs for our young adults and the creation of a more sustainable workforce. This specification should be added as an evaluation question along with the Living Wage and it will form part of the tender evaluation. It will be added as part of the same contractual term as the Living Wage.

(3) Royal Mail Privatisation – (Proposed by Councillor Bob Price seconded by Councillor Scott Seamons)

This Council recognises that the Royal Mail is part of the fabric of our nation and believes that plans for its privatisation will lead to high prices and a reduction in services for the people who need those services the most. Therefore we resolve that Council should formally sign the "Save our Royal Mail" petition to put pressure on the Government to reverse its decision and protect the country's postal services; and that the Leader of the Council should write to the Secretary of State for Business and Enterprise conveying the terms of this Resolution.

Councillor David Williams seconded by Councillor Elise Benjamin moved the following amendment:

To add the words “and opposition” after the words “Government” in the fifth line.

To add the words “and the Labour Shadow Business Secretary, Chuka Umunna MP” after the words “Business and Enterprise in the final line.

The mover of the substantive Motion, Councillor Bob Price did not accept the amendment by councillor David Williams and following a debate, Council voted and the amendment was not adopted. Following a further vote Motion (un-amended) was adopted as follows:

This Council recognises that the Royal Mail is part of the fabric of our nation and believes that plans for its privatisation will lead to high prices and a reduction in services for the people who need those services the most. Therefore we resolve that Council should formally sign the "Save our Royal Mail" petition to put pressure on the Government to reverse its decision and protect the country's postal services; and that the Leader of the Council should write to the Secretary of State for Business and Enterprise conveying the terms of this Resolution.

(4) Energy Bill – (Proposed by Councillor Jean Fooks, seconded by Councillor Mike Gotch)

UK homes are amongst the least energy efficient in Europe. The contribution this makes (along with high fuel costs) to high fuel bills helps account for the fact that a quarter of UK households are now in fuel poverty, requiring more than 10% of their income to keep warm in the winter. The World Health Organization estimates that between 30 and 40 per cent of excess winter deaths in cold countries can be attributed to cold indoor temperatures. In the UK excess winter deaths (about 7800 of them die each year to living in cold homes) exceed those in colder countries such as Norway and Sweden.

More than a third of the UK's greenhouse gas emissions come from non-industrial buildings, and besides accounting for thousands of deaths annually, poorly insulated homes are leaking CO2 into the atmosphere without it having served any useful purpose. The Government's Green Deal and Energy Company Obligation policies can address some of this but not enough. By channelling sufficient funds into subsidies for insulation, renewable energy and modern boilers, the Government could end fuel poverty, protect the environment and create jobs.

Over the next 15 years the Government will raise an average of £4 billion every year in revenue from the European Emissions Trading Scheme and the Carbon Floor Price. An alliance of charities, groups and individuals concerned about fuel poverty and carbon reduction have launched a campaign (the Energy Bill Revolution - <http://www.energybillrevolution.org/>) to ask the Government to dedicate this revenue to subsidizing energy-efficiency in homes.

This Council asks its Chief Executive Officer to write to the City's Members of Parliament asking them to support this initiative.

Following a debate, Council voted and the Motion was adopted.

(5) Legal Aid - (Proposed by Councillor David Williams, seconded by Councillor Craig Simmons)

This Council opposes the Government restrictions on the ability of citizens of Oxford and all UK citizens to seek legal aid. The Council believes that all its services should be open to judicial review and legal action by citizens no matter what their financial resources.

These moves will undermine the ability of the average individual to obtain justice and will without doubt damage the ability of the courts to resolve

disputes peacefully. The reputation of the courts as defenders of liberty and justice will be undermined and recourse to law will become restricted to a wealthy elite.

The Chief Executive is authorized to make the opinions and concerns of the Council on this matter known to the Lord Chief Justice and the relevant Government Ministers of State.

Council noted that Councillor David Williams had withdrawn the Motion.

(6) The Living Wage – (Proposed by Councillor Van Coulter, seconded by Councillor John Tanner)

This Council reaffirms its commitment to the Living Wage and for the promotion of decent terms of employment.

Council condemns the burgeoning use of Zero Hours contracts.

Zero Hours contracts condemn many people in work to poverty, facilitate discrimination and bullying in the workplace and undermine Minimum Wage legislation.

We congratulate all Oxford employers who pay the Living Wage as a minimum and who strictly restrict the use of Zero Hours Contracts to where they are by genuinely mutual agreement in the interest of the employee concerned, or where they reject them altogether.

We call on the Coalition Government to increase the legal Minimum Wage in line with the Living Wage and to legislate tightly to restrict the use of Zero Hour Contracts, and to pursue the right for workers to stable and predictable employment contracts at the EU level, to avoid a destructive pan-European race-to-the-bottom in their rights.

Following a debate, Council voted and the Motion was adopted.

(7) Ethical Procurement - (Proposed by Councillor Craig Simmons, seconded by Councillor David Williams)

‘The Council is concerned that all its investments are ethical, not only related to the products and services the companies offer but also from their operational location. As a consequence the Council will not place its monies be they direct purchases or long term investments in companies or concerns that operate with off offshore accounts or in known tax havens where the full rigor of UK and European tax levies are avoided.

The Finance Officers to proceed to redirect any investments already lodged with companies that give known tax avoidance locations as their business address and to only invest ethically in all future financial transactions.’

Council noted that Councillor Craig Simmons had withdrawn the Motion.

(8) Supermarket Levy – (Proposed by Councillor Craig Simmons, seconded Councillor Dick Wolff)

The City Council notes the possibility of making an application under the Sustainable Communities act to levy local large supermarkets with a rateable value of £500,000 or more to raise an estimated income of over £1 million.(The Act indicates an extra rateable levy of 8.5%). The money raised may according to the Act be used to improve local economic activity, support local services social and community wellbeing and environmental protection.

With this in view a report to City Executive Board illustrating how such a levy will could be implemented should be prepared and considered in the manner recently adopted by Bristol City Council.

Councillor Craig Simmons Motion on Notice was not considered as the time allowed for Motions on Notice by the Constitution had lapsed.

(9) Supporting the Robin Hood Tax - (Proposed by Councillor Elise Benjamin)

Council notes that:

- as a result of the economic crisis, unemployment has become a serious concern;
- Local Government will see real term cuts in central grant of 28% over the 2010 Comprehensive Spending Review period, meaning a cut of £6bn in annual grant by 2015;
- Extending the current Financial Transaction Tax (FTT) on shares to other asset classes such as bonds and derivatives could raise £28bn of additional revenue in the UK a year: and:
- At least 11 European nations including France, Germany, Italy and Spain are moving ahead with FTTs on shares, bonds and derivatives estimated to raise £30bn a year.

Council believes that:

- revenues from the FTT could help repair the damage caused by cuts in public services since 2010;
- local government deserves to receive a significant proportion of FTT revenues, making an important contribution to both capital and revenue expenditure such as reversing cuts to council tax benefits; and that whilst an FTT might have a negligible effect on jobs in the City of London, investing FTT revenues in a smart and progressive way would see a significant increase in employment levels in other sectors.

Council resolves that:

- the UK government should extend the current FTT on shares to other asset classes, such as bonds and derivatives.

Council further resolves to:

- write to the Prime Minister, Deputy Prime Minister, Leader of the Opposition, Chancellor and Shadow Chancellor of the Exchequer, and Secretary of State for Communities and Local Government stating this council's support for extending FTTs; and;
- write to all local MPs outlining the Council's position.

Council noted that Councillor Elise Benjamin had withdrawn the Motion.

(10) Impartiality of Planning Process - (Proposed by Councillor David Williams, seconded by Councillor Elise Benjamin)

This Council believes that both Councillors and officers must act, and be seen to act, in an impartial and objective way if public faith in the planning process is to be enhanced.

There is already a requirement under the Employee Code of Conduct for each Service Area to maintain a Register of Gifts and Hospitality, but members of the public are unable to easily access this information.

Council therefore resolves that, in the interest of openness and transparency:

- (1) All Service Area Registers of Gifts and Hospitality should be made readily available to Councillors and members of the public via a link on the Council website; and
- (2) Planning Applications should include reference to any related disclosures.

Councillor David Williams Motion on Notice was not considered as the time allowed for Motions on Notice by the Constitution had lapsed.

53. MATTERS EXEMPT FROM PUBLICATION

The meeting started at 5.00 pm and ended at 9.15 pm

Address to Council from AnnelieseDodds

The Living Wage and Zero Hour Contracts

Councillor Coulter's motion recognises that the estimated one million people on zero-hours contracts generally want real jobs with real protection, just like everyone else. People on zero-hours contracts work fewer hours, on lower weekly pay, and are more likely to be seeking alternative employment than others, making a mockery of claims that zero-hours contracts have been introduced because they are always in workers' interests.

As one person on a zero-hour contract, who was recently quoted in a BBC report, said, their proliferation has led to a situation where people have no control over their personal finances from day to day and week to week. In Pat's words, a telemarketing worker in his late forties: "I'd have the landlord screaming at me for the rent... The fridge would be empty. I'd have to lean on friends for help, I've slept on sofas - lots of us did. It's the only way to keep going."

It is right that this motion has been presented to Oxford City Council because an increasing number of public sector employers have started, inappropriately, to adopt zero-hours contracts for large parts of their workforce. Indeed, around a fifth of those employed on zero-hours contracts are employed in the caring, and generally government-funded, professions of health and social work, and 8% in the arts, entertainment and leisure, again, often directly or indirectly employed through local authority funding.

I hope that Oxford City Council will be resolute in its rejection of zero-hours contracts, as proposed in this motion, in advance of the national and EU-level action which has never been more urgent to prevent their burgeoning use in the UK and elsewhere".

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Address to Council from William Clark

Blackbird Leys Park

You have removed our trees, you have removed our grass and you have removed the soil but you have not removed the problem, no not me, the need to improve the infrastructure and the concerns of the residents on Blackbird Leys

What is it we have to do in order to get some ones attention namely the councillor who is responsible for leisure in the City? Last time I was here I asked if he would at least consider talking to us, but the negative response we received was not what we deserved, although it was expected.

There are action groups springing up all over the city so you have to ask yourself why? Well the answer is quite simple you don't listen, or if you do you ignore it completely and do your own sweet thing hoping your plans will go through the planning committee and once through tuff luck you can't protect it because it has been forced through by your party block vote and you can't protect it with a town green application because there is a trigger point which does not allow them that facility.

The definition of a PARK:- a publicly owned area of land, usually with grass, trees, paths, sports fields, playgrounds, picnic areas and other features for recreation and relaxation.

Okay that's what it's supposed to be but let's look at what could be reality. A white elephant of a swimming pool designed for the swimming club. If the princes trust plans are implemented houses could be constructed to the east of the college facility. A pavilion is also being discussed behind the leisure centre. And obviously all these amenities will require vehicular access so will demand parking spaces over and above that currently being provided for the leisure centre. So where is our grass?

We have told everyone just what our intentions were, namely to protect the green space for all to enjoy. You on the other hand have repeatedly misinformed the public by saying they won't be able to do this, we are doing this for the good of the community and other like phrases but you have never listened to us and headed our concerns. You are about to destroy the heart of our community.

The football lobby which was set against us have also been duped as their pitches could be removed in order for you to get your grand scheme implemented and who will they then turn on? Oh yes you the council. So much for the nice green flag that has been issued to Blackbird Leys Park left to you it will just about cover what is left of the grass

Right from the start we have urged you repeatedly to look at what you are creating and consider alternatives as what you intended does not work. Had you listened to us and located the swimming pool to the rear of the leisure centre you would have been able to solve the parking issue with very little funding but now you are embarking on the project in a location not suited to rectification you are backing

yourselves into a corner from which there is no escape except at the expense of the residents.

Recently I attended the Blackbird Leys Fair and set about informing locals of the potential of losing their green space to which they were horrified and to be honest with you I even approached members of this chamber and to her credit Councillor Smith did stop and try to placate me but the fact of the matter is there is an issue which needs to be rectified before the swimming pool is constructed.

So in closing I will ask two simple questions, how much more of our green space will you be destroying? And what do you intend to construct?

Last time I addressed Council I spoke about how you faced a decision; continuing to be guilty of maladministration, or taking the opportunity, in the light of new information, to revisit your decision to spend over £13m on building a 25m swimming pool in a place where there is no evidence of demand, while at the same time closing the existing swimming pool at Blackbird Leys and the Temple Cowley Pools & Gym Leisure Centre when they could be refurbished and improved for £3m.

The maladministration continues, as you have decided to start building the swimming pool in Blackbird Leys. Your action has crystallised for the Blackbird Leys community the huge adverse impact this building will have; how much of the little green space they have left it will eat up; how it will loom over the residents close to it in Pegasus Road; and how much more traffic will be generated if people are forced down 20mph residential roads to meet the forecast footfall.

And I have continued, as promised, to move towards an application for a Judicial Review. The pre-action protocol has been attempted; your legal department have responded, but only partially, and with threats about how much money it will cost me. As usual, with all the legal defences I've seen from this council over the last four years, there is no attempt to provide a substantive defence of the actual issue, or to engage in a dialogue to resolve matters. Instead, requests for information are ignored and I'm told in no uncertain terms that if I, a mere member of the public, dare to challenge the mighty City Council, I will be pursued for all the money I have. We should all be aware that it is the public that funds this organisation, which is after all said and done only a middle ranking district council, and that you exist not for your own self-aggrandisement, but to deliver services that the people of Oxford want and need, where they want and need them.

And with Temple Cowley Pools, the people have made it very clear to you over the past four years that they want their services kept open, and the Campaign has demonstrated time and again that the evidence you put forward to support your case for closure does not stand up to even the most basic level of scrutiny.

So, this lack of engagement does not prevent an application for Judicial Review from proceeding. But recently even more new information has come to light that adds even more weight to the need for you to review your decision to close Temple Cowley Pools. Not only that; this information compromises your overall strategy on housing and finance, negating your Corporate Plan and all the policy documents that flow from it.

The fundamental building block of the Council strategy, something that dare not be questioned, and is repeated all the time, is that we as a city are in desperate need of more housing. It's simply accepted that we don't have enough. This is what is driving all the housing development across the city, from infill in any available space (well in East Oxford at any rate), through closure of Temple Cowley Pools to make way for housing on that site and into the green field behind St Christopher's School, through to the removal of all green space up to the City boundary that is the Barton West development.

This new information I have is not made up, but comes from the Council; firstly leaked unintentionally in a public meeting, but then clarified in an answer to a public question at the last City Executive Board Meeting.

The key number driving the housing strategy is the number of households on the Housing Register, what used to be known, and still thought of by many people, as a waiting list. Page 17 of the Corporate Strategy declares boldly that there are over 6,000 households on the Housing Register, and as a result the Council's number one declared housing priority is to build new homes. As many as possible. And regardless of the related need for additional services such as education, health and transport.

There is a general assumption that everyone on the Housing Register has an assessed and recognised need for accommodation. However, what has recently been revealed is that anyone on the lowest Band, Band 5, is not assessed as being in need, and indeed will never get a home through this process, however long they stay on there.

Two questions occurred to me, based on my experience with the way the Council manipulates information to its own ends. Firstly, how accurate is that figure of 6,000 driving the housing policy? And then, how many of that number is in Band 5 – because we will then have an insight into the real assessed need.

So, the numbers. At the start of September there were 4,789 households on the Housing Register, not the 6,000 driving your strategy at the moment. And in Band 5? I was, frankly, astonished at this number. 2,926 households are in Band 5, and will never be allocated a home regardless of how long they are on the Housing Register.

And it means that instead of 6,000 households, you should be using 1,863 households; this is less than a third of the number you have used to develop your housing strategy, and launch on this frenzy of new development. I'm not suggesting that there is no need for housing at all, but the reality of these numbers calls into question and surely invalidates your Housing Strategy, all the related planning policies and also the Corporate Plan itself.

And if these numbers had been available when you considered closing Temple Cowley Pools, and decided building houses was a better option, perhaps you would have made a different decision. Full, real, accurate information was not made available to you when you made your decision; not only on this housing issue, but also on refurbishment costs, what the real state of the Temple Cowley Pools building actually was, and comparative building costs for new swimming pools that show just how expensive the new pool at Blackbird Leys. None of this information was available to councillors in July 2011 when you decided to close Temple Cowley Pools – it is available now, and you should take this opportunity to fulfil your legal obligation to review your decision.

Address to Council from Mark Pitt

Development issues in Oxford

We are currently seeing a wave of the most divisive, dangerous and desperate development either permitted by, or directly undertaken by Oxford City Council.

Divisive as the city is already divided into a rich, spacious north with vast expanses of green space and an increasingly cramped south.

Sounds Bad? It gets worse, the Council it stated to the Inspector as Core Strategy policy C.S.21 "*The City Council will seek to maintain an overall average of 5.75 ha of publicly accessible green space per 1,000 population*" - but population increases meant that already, by 2010, without allowing for any removal of green space at all this no longer existed.

Bad? It gets worse – in the green spaces survey, supporting evidence for both Core Strategy and the Barton AAP, the Council told the Inspector that Oxford's population would rise by 2.75% – no, it had risen 11% up to 2012 – a 400% miscalculation – if it took me an hour to ascertain this why did the Council not check the evidence it submitted?

Put simply, the Inspectors accepted in good faith evidence from the Council that was simply wrong, the DPD sites were therefore assessed incorrectly.

Bad, It gets worse – Barton green space was decided as 10% of the total *area*, but per 1000 residents, using reasonable assumptions, the development will have less unrestricted green space than Tower Hamlets.

Bad, It gets worse – the nearby Barton Cricket Ground, protected green space, was cheerfully given up for development leaving only 16% as the green space down from the 25% the Inspector agreed on with already incorrect data.

Bad, it gets worse – you ran with the pack leading the Headington green space asset stripping, hacking of chunks of the last green space left, Bury Knowle Depot and the precious stables – you pour concrete into the heart of Headington, turning communities into dormitories - you should not inflict such losses on those least able to afford them.

Why do I say dangerous development?

The Thames is mighty, bringing us food and water, but a deity she is not, and when millions of cubic litres of water fall on her vast catchments we get the repeated flooding of previous centuries, for example, the great Wellington Flood of 1852 when Oxford was described as "*floating on the surface of some boundless river for as far as the can reach nothing is to be seen but water.*", and 1894 when all of St Ebbes, Botley, St Frideswides, Osney and Hinksey were underwater - should teach us caution, but we are ignorant of historical reality, and rely on computer models.

The 1850s saw the end a 500 year "The Little Ice Age" and the onset of a global warming, and one can speculate these events may be related as may be again.

We can either decide that as the Environmental Agency's floodlines have been surpassed so many times it will be millennia before this happens again, or the modelling is wrong, or that something has changed and it has.

Drainage has been much improved, but as I walk up the Thames valley seeing stile after stile over long gone hedges, the vast swathes of arable replacing the pocket sized fields Lord North's Elsfield map of 1703, the sprawl of Headington where Antony A Wood gloried in the fields of rye in the 17th century, fields where vast Wychwood used to be, I know that if water comes, there will be little to slow it.

The risks have changed, global warming may mean heavier and more intense rainfall, leading to an increase in groundwater and surface water runoff, and whereas a bunch of blokes in hi viz manning flood defences at Osney may be a comforting visual metaphor for a caring patriarchal state, that is river defences - when the water goes by, but there is little defence for groundwater which comes up from under, and surface water, that flows over, which is precisely the risk at Barton – you advance to the water, when you should retreat.

In November 1894, in this very chamber in a dramatic scene, an exhausted mayor stood up to report on his flood relief– with 3 miles of planking in St Thomas's and St Ebbes, four schools had been closed, food came by boat, collections held to relieve the sufferings of the poor and he said:

“They might have had the waters as high as it was on the present occasion, but they now had hundreds of houses built on the low-lying districts to contend with which they had not had previously.

Up jumped Mr Underhill, he wasn't having a bar of this - *“a strong feeling of indignation was passing through his breast with those who permitted buildings and put up buildings in such a miserable situation. “*

to which Mr Kingerlee retorted he *“had voted that these houses should be built in these very districts, and then he wished to pass a censure upon himself and others who has passed those very plans..” He thought they ought not to blame the people who built, but the authority that passed the plans”*

Should we be building on low lying districts like Barton and Oxpens due to the flood risk? I don't know, but what bothers me, is neither do you.

Thank You

NPFF no need

our policies intensify this deeply

Social housing for welcome development

Grand

New Victorians ref planning

1:4000 so OK

Population

The Flood Of 1894

Jackson, Nov 24th or Nov 17th 1894 *"The Mayor said they were all aware that the city had been visited by one of the most disastrous floods ever remembered in Oxford. They might have had the waters as high as it was on the present occasion, but they now had hundreds of houses built on the low-lying districts to contend with which they had not had previously. He had seen women wheeled in barrows and children running through the floods to get bread for breakfast.... Mr C. Underhill was quoted as **"At the same time, a strong feeling of indignation was passing through his breast with those who permitted buildings and put up buildings in such a miserable situation."** to which Mr Kinglerlee retorted he "had voted that these houses should be built in these very districts, and then he wished to pass a censure upon himself and others who has passed those very plans.." **He thought they ought not to blame the people who built, but the authority that passed the plans"***

Nov 24th 1894, *"- the volume of it, however, was so unusually large that in all the low-lying meadows, especially those adjacent to the rives, and in the basements and cellars of many houses it has by no means disappeared. In the streets in Osney, Friars, St Thomas's and Hincksey [sic], the water made its way into hundreds of dwellings, .. four schools were closed by order of the managers during the height of the flood .. about midday on Friday the water was at its highest, and the discomfort and inconvenience it produced in the low-lying portions will not easily be effaced from the memory of the sufferers. In some cases children were taken to school in a boat.. and various articles being handed up to the bedroom windows in baskets it is estimated the planks would extend a distance of about three miles..*

Up jumped mr underhill, in this very chamber

Even if you had insisted on housing instead of car parks this is beyond you, and each development is more desperate, diversive and dangerous than the last, these are terrible losses to inflict on poorer communities – it is the poor that suffer , irreplaceable green space is signed away

Stile after stile over non existent hedges, in place the small fields of Elsfield on Lord Norths map are vast arable lands, the woods of wychwood are all but gone, and the fields of rye revelled in by Antony Wood on Headington Hill, natures natural SUDS are removed.

Pop review

That bad, it gets worse

Equality of slaves

, turning communities into dormitories.

Private space

Show urban village

It will never happen again cant

Objection by Natural England

Building in deprived area

Green space lost conv to

1:1000 year flood happened 4 timesa

Add Old Road, Barton loss, BCG, Barn and Depot

16% not 25%

Heritage

Pour concrete in the heart of Headington

Where will the children play?

Whiff of smoke Tony Benn, arrogance last colony

Where will the children play, play pip play!

Selfishness and exclusivity

Is that bad? It get worse

Communities not dormitories

Dog eating chunks bites off park

It will never happen again

Conclusion

- can only deepen social inequalities and exacerbate social inequality in one of the most segregated cities in Britain?

Garden cities

The full force of problems on poorest – alternatives

“Ensuring a Strong, Healthy and Just Society”

Quote CS on green space

Show island effect and green city NPPF and arable green for Northway, Barton

Understanding green the little old lady , cut up bury knowle park, prime cuts

Hacked and like the man with the horse trained it not to eat

10% for housing/space

;Green deprivation

Every blade must be fought for

OFFCUTS

We live in a very socially divided city segregated into north and south, rich and poor yet it is the latter who will bear the brunt of Council’s development plan.

This reviews the current and future very low green space provision in the Headington and Barton “Urban Villages” concentrating on the importance of the imminently threatened community and green field sites the former Barton Cricket Ground, Bury Knowle Stables and Depot all of which .

The social and amenity cost of housing provision in Oxford is falling disproportionately on the poorest parts of the city as a direct result of Oxford City Council’s policies.

Green Space And Social Equality – A City Divided

OUT? – Headington had only 60% of the 5.75 H.A. per 1000 promised to maintain as a city wide average under C.S.21 of the Core Strategy.

Link flood 1852 with end of little ice age.

??, as the developments at Barton, Bury Knowle Depot, and Barton Cricket Ground and others take green space and increase population

Bad, It gets worse – the pressing need for housing ..

– the Core Strategy was passed on incorrect evidence presented to the Inspector.

He had seen women wheeled in barrows and children running through the floods to get bread for breakfast.... “

1. Request before Oxford City Council members on 30 September 2013

I am speaking on behalf of Cotteslowe Community Association Trustees to request that Oxford City Council take on the financial commitment for insurance, spare parts and inspection and maintenance from day one of the proposed 'Active Cotteslowe' outdoor gym and fitness trail project.

2. Background

In August 2013 WREN of Bridgham, Norfolk expressed interest in supporting Cotteslowe Community Association to the tune of £40,722 to help establish an outdoor gym and fitness suite in the local public park, a scheme named 'Active Cotteslowe'. The grant givers clarified they would not cover insurance or ongoing maintenance and spare parts for the gym and fitness suite. We have decided that the Community Association is unable to take on the unknown future financial responsibility for the insurance and maintenance of this equipment, as it feels as if we, as trustees, would be agreeing to sign a blank cheque.

3. Needs Analysis

The Cotteslowe estate is a pocket of deprivation that lies partly within Wolvercote and Summertown Wards. Built as a council estate in the early 1930s, it has a history of social exclusion, reinforced by the presence of the notorious Cotteslowe Walls which, until they were finally demolished in 1959, separated the council estate from the adjacent estate of privately owned homes. The Area of Benefit spans MLSOAs Oxford 002 and 001. Thirty-two percent of children aged 0-15 yrs are in income-deprived families; the seniors risk food poverty; families and employment are unstable; the teens have low educational attainment and young people aged 14-24, are at higher risk of offending, substance abuse, early unplanned pregnancy and dropping out of education and employment opportunities.

In 2012 the Cotteslowe Community Association, in collaboration with the Oxford City Council carried out an extensive Community Led Planning consultation which highlighted the need for more local exercise facilities. Of 400 households, more than 179 responded to the survey. 9.9% of the community survey respondents requested more spaces to meet others and 13.8% wanted to see more sports at the Community Center. The proposed 'Active Cotteslowe' facility would meet these needs by:

- (1) Providing exercise facilities to improve the health and well-being of adults and over-12s
- (2) Providing a wholesome activity, locally and free of charge, accessible to young people
- (3) Reinforcing the sense of community by providing community facilities.

The Outdoor Gym and Trim Trail will contribute to a new City Council initiative which aims to provide opportunities for people of all ages to engage in more and different kinds of sport and exercise, thus improving their general health and quality of life.

Results of consultation with local residents on proposed 'Active Cotteslowe'

9 (3%) residents responded to the paper questionnaire.
38 (31%) members responded to the email survey.

1. Are you in favour of having an outdoor gym on Sunnymead Park?

Yes 38, (92.7%) **No** 3 (7.3%)

2. Do you think it is a good idea to site the gym next to (to the south) of the fenced children's play area?

Yes 38, (90.5%) **No** 4, (9.5%)

We hope that the City Council will be able to support this request to enable us to obtain this valuable facility for Cotteslowe Community Association and local residents.

Sarah Scheele
Chair of Finance Committee
Cotteslowe Community Association

AN/SS/SP 23 September 2103

To: City Executive Board and Council

Date: 9th October, 2013
25th November, 2013

Report of: Service Manager, Regeneration & Major Projects

Title of Report: WESTGATE – PROVISION OF TEMPORARY CAR AND COACH PARKING DURING CONSTRUCTION

Summary and Recommendations

Purpose of Report: To seek approval to the inclusion of the above scheme into the Council's capital programme to provide temporary car and coach parking during the construction of the Westgate scheme of redevelopment.

Key Decisions: Yes

Executive Lead Members: Cllr Ed Turner

Report approved by: David Edwards, Executive Director Housing and Regeneration

Finance: Nigel Kennedy
Legal: Lindsay Cane

Policy Framework:

- * West End Area Action Plan
- * Regeneration Strategy

Recommendation(s): The City Executive Board is requested to:

- a) Recommend to Council the inclusion of an amount of £3.3 million funded from an earmarked reserve in the Council's capital programme for the scheme as detailed herein relating to the provision of temporary car and coach parking during construction of the Westgate scheme of redevelopment, together with approval to transfer funding from the Council's Park and Ride works budget, if required
- b) To grant formal project approval for the temporary car and coach parking scheme detailed herein
- c) To grant delegated authority to the Executive Director, Housing and Regeneration to award any required contracts in relation to the implementation of this matter
- d) Subject to approval and the obtaining of necessary planning and any other consents note the intention to, upon the Development Agreement for the main scheme with the Westgate Oxford Alliance going unconditional, to procure the implementation of this scheme in accordance with required timescales.

Appendices

1. Plan of the Oxpens proposal
 - a) Ground floor with no coaches
 - b) Ground floor with coaches
 - c) Deck level (with coaches)
2. Plan of the Redbridge Park & Ride proposal
3. The Regenerative Benefits Summary
4. Risk Register
5. Confidential Appendix Not for Publication

Background

1. The revised conditional legal documentation between the Council and the Westgate Oxford Alliance (WOA) for the redevelopment of the Westgate Shopping Centre was completed on 15th May 2013.
2. The project timetable shows the existing car parking, both the Abbey Place surface car park and the Westgate multi storey car park, closing at the end of 2014/start of 2015. The permanent replacement car parking will not become available for use again until scheme completion during the third quarter of 2017. In numerical terms there is generally sufficient unused capacity within the existing park and ride and city centre car park network to accommodate those lost spaces (c.1100 spaces). However, through the development period, it is desirable to provide some temporary city centre parking as part of a package of measures to support the local economy. This may also include additional promotion of park and ride services and other initiatives working with retailers, bus operators and other partners.
3. In finalising the revised commercial terms for the development with the WOA it was agreed that, the viability of the scheme was not sufficient to provide for the costs associated with temporary car parking. The Council's position was that it was more beneficial to continue to maximise rental (revenue) income from the scheme rather than see a reduction in the commercial terms through the WOA bearing the costs of temporary car parking. The Council has provisionally agreed to fund the net capital cost of providing both temporary coach and car parking arrangements until the new scheme opens.
4. As previously reported, the Westgate redevelopment will deliver significantly regeneration benefits to Oxford, and for ease of reference, these are again set out in Appendix 3.
5. The terms of the Development Agreement provide that, whereas the developer can close the existing surface car park 6 weeks after the Development Agreement goes unconditional, the existing multi storey car park (save for any essential early archaeological and/or other exploratory works on the ground floor) cannot be closed until such time as the temporary car park is constructed and available for use. The efficient implementation of this scheme is therefore critical to the start date for the construction of the main scheme and the opening of the completed development.

Report

6. This report sets out the detail of the proposed scheme for the provision of temporary car and coach parking and asks CEB to recommend to Council its inclusion in the Capital Programme.
7. In order to give certainty to these proposals, and the timescales required to align with the main Westgate scheme planning process, the temporary parking proposals now put forward are to be delivered on Council land. Discussions are taking place with a small number of third parties, and these will continue, with a view to possibly adding additional temporary car parking spaces and/or alternative city centre coach drop off points. All of that, of necessity, will be limited by net cost and deliverability considerations.
8. Following a review of potential options by Officers, including Officers from the County Council, the existing Oxpens car/coach park is considered to be the only realistic opportunity where additional temporary car parking in a city centre location can be provided. This will require the relocation of the existing coach park and, again in that context, the existing Redbridge park and ride site is considered to be the best location. The details of the proposals are as follows:

Oxpens

- a. A plan of the intended temporary arrangements is attached as Appendix 1. The existing carpark has a capacity of 75 spaces. Peak occupancy in the week is 24 (32%) and on a Saturday 32 (43%).
- b. The scheme will provide for a surface car park of circa 250 car spaces (including 17 disabled) together with a single deck (open grill) car park providing an additional circa 109 spaces (128 spaces are provided by the deck, but 19 are lost as a consequence on the ground floor because of the presence of the ramp). Four coach parking spaces for pick-up and drop-off will be provided.
- c. The existing public conveniences will need to be demolished and the proposal will also incorporate a number of temporary buildings as shown. These will provide for the replacement of public conveniences, a replacement building housing the shop mobility function, which will need to be temporarily relocated as a consequence of the main Westgate scheme of redevelopment, and a building providing for workshop facilities and Direct Services' car park management staff, again being relocated from Westgate. The permanent replacement shop mobility function will ultimately form part of the completed Westgate development.
- d. The intention will be that the planning application will include for the single temporary deck described above, and when the surface car

parking element is constructed the necessary foundations to facilitate that deck will be put in. The Council will then have the discretion to either provide the deck or to wait until demand proves itself. Specialist advice is that the temporary deck can be constructed in circa 3 days, with a 4 week lead in order period. This discretion is subject to the Council using all reasonable endeavours to obtain Funding Approval for at least the Target Temporary Car Park Capacity, as defined in the main scheme Development Agreement. Further detail is provided in this respect in the Confidential Appendix attached.

- e. The surface of the temporary car park to the rear of the existing ice rink will comprise a non-metallic matting solution. This is cost effective and will minimise disruption and damage to the existing surface. Full reinstatement of that area, will be provided when the temporary car parking use ends.
- f. County Council colleagues are exploring other opportunities for on-street coach drop-off/pick-up points and if a suitable alternative location(s) can be found, then it may be possible to remove the intended coach drop-off from the Oxpens site, which would allow for the provision of circa 60 additional car parking spaces. That decision does not need to be made at the present time and will be largely informed by the ability or not to provide alternative on street coach drop off/pick up capacity.

Redbridge Park and Ride

- a. The proposed temporary coach park at Redbridge Park and Ride is as shown on the drawing attached as Appendix 2. Redbridge currently has a car parking capacity of 1,470 spaces. Peak occupancy on a weekday is 780 (53%) and 700 (48%) on a Saturday.
- b. The core element will be for 35 coach parking spaces, this replicating the existing provision at Oxpens. In order to accommodate peak demand over the summer months, which is a problem at the existing Oxpens site, it is proposed to make provision for up to a further 37 temporary coach parking spaces. There will be a porous matting solution to the circulatory route for coaches and main parking area. Again, this will be a proprietary non-metallic system. This is cost effective and means that there will be minimal disruption and intrusion into the site, which as a former landfill is the preferred course of action. The provision of the spaces will lead to a loss of 259 park and ride car parking spaces. As a coach park the matting is expected to have an economic life of 15+ years. Other surfacing options will continue to be explored.

- c. The further peak summer month provision of 37 spaces will lead to the loss of an additional 101 car parking spaces. The proposal is that this parking will be provided on the existing surface which will be repaired if any issues arise. If the repair costs start to become too high to be sustainable, covering the area with matting may be considered. It is considered that this is a prudent approach, and serves to mitigate cost. There is a lead in time from order to installation of 8-10 weeks.
 - d. The proposal will be that in peak summer months when the coach demand requires the overspill areas, if car demand is high then cars will get priority for that overspill area.
- 9. The created temporary car and coach parks will be managed by Direct Services.
 - 10. The Planning Application for the main Westgate scheme is scheduled to be submitted on 13th September. The Planning Applications for the temporary car and coach park solutions need to be considered by the Planning Committee at the same time, and therefore with the agreement of senior Members these have now been submitted.

Oxfordshire County Council Comments

- 11. Oxfordshire County Council colleagues have been fully engaged in discussions regarding the potential interim transport arrangements required to support a future planning Application for the development of the Westgate Shopping Centre, and in particular the temporary car and coach parking arrangements set out herein. Whereas the County Council's formal position will be set out in their response to the Application in due course, their senior Officers are content that these temporary arrangements appear to form the basis of a workable approach to dealing with the issues.
- 12. The County Council is proposing to create coach drop off areas in the City Centre and it is anticipated that these will have been consulted upon by the date of this meeting. Officers will give a verbal update.
- 13. The County Council makes the point that the management of construction related traffic during the construction phase will be of particular interest to them in assessing a future planning Application. The Development Agreement between the Council and WOA prohibits the use of park and ride sites and the Council's City Centre car parks by contractors and requires this to be enforced by the WOA.

14. The City and County Councils will continue to work together to explore other interim parking options in the City Centre, including extra on street parking
15. The County Council have sent a helpful letter confirming their “in principle support for the interim transport arrangements” as set out herein.

Financial Implication

- 16 There are still a number of issues to be agreed on the project namely:-
 - Whether the demand for car parking on Oxpens will require the authority to deck the car park or whether the planning approval will require it
 - Whether the County Council as Transport authority will allow coaches to ‘drop off’ at an alternative location in the city centre from Oxpens
- 17 Since these decisions will affect the number of parking spaces available at Oxpens and Redbridge Park and Ride this will affect the final cost of the project and therefore four scenarios have been costed as follows:-
 - No decking at Oxpens with a coach drop off – Option A
 - No decking at Oxpens with no coach drop off – Option B
 - Decking at Oxpens with a coach drop off point – Option C
 - Decking at Oxpens with no coach drop off point – Option D

18. The effect of these scenarios is shown in Table 1 below :-

Oxpens/Redbridge Temporary Car/Coach Parking Solution during Westgate Development				
	Option A	Option B	Option C	Option D
	£	£	£	£
Capital Expenditure				
Oxpens Car Parking and Coach Drop off Point	2,051,500	2,051,500	3,351,500	3,351,500
Redbridge Coach Parking	810,000	810,000	810,000	810,000
Total Capital Cost	2,861,500	2,861,500	4,161,500	4,161,500
Revenue				
Oxpens Car Parking and Coach Drop off Point	(255,418)	(525,238)	(745,591)	(1,013,356)
Redbridge Coach Parking	(118,600)	(118,600)	(118,600)	(118,600)
Increase in net Revenue	(374,018)	(643,838)	(864,191)	(1,131,956)
Survey Costs & Other incidental costs	128,000	128,000	128,000	128,000
Fees (Professional & Statutory) Includes £45k Internal Planning Application Fees	355,328	355,328	355,328	355,328
Total Other Costs	483,328	483,328	483,328	483,328
Nett overall Cost	2,970,810	2,700,990	3,780,637	3,512,872
10% Contingency included in costs above	260,909	260,909	379,091	379,091

Assumptions

- The 'no coach drop off' options give rise to an additional 60 parking spaces
- The decking options provide a further 109 spaces
- The life of the project, linked to the development period is assumed to be three years
- The figures assume general repairs and maintenance and some resurfacing at Redbridge Park and Ride car park. Provision has already been made for this in the Councils Capital Programme (£1.1M).
- Under the options where decking is to be provided the assumption is that this will be purchased then either, sold on, re-utilised on a different site or scrapped at the end of the project. Whilst there may be an income this is thought to be minimal and has not therefore been included in the figures. Officers did consider the cost of leasing the deck but indicative costs provided by the supplier have indicated that the difference between the hire cost and the purchase over the life of the project is minimal. This position will be reviewed as part of the procurement process and no decision is required in this respect at the present time.
- Estimated income is based on the Councils current charging regime based on a 52 week year.

- Cost per space is primarily made up of NNDR and keeping the car parks in good order (grounds maintenance, cleaning, gritting). A value of £685 per space has been utilised this is the average cost for our city centre car parks for 2012/13.
 - All options include a contingency of 10%
19. An amount of £3.3 million has been transferred to an earmarked reserve to fund this scheme as part of the 2012/13 Outturn Report approved by CEB. Council will be requested to approve this amount in the capital programme spread over the next two years in order to enable fees to be incurred on the project this financial year.
20. Options 3 and 4 in Table 1 above are estimated to be in excess of the allocated budget, and if necessary any excess costs will be funded from the Park & Ride Works budget (£1.1m over the next four years) as the life of the car parks will be extended through the proposed works.

Legal Implications

21. Following the grant of planning permission there will be a need to make application for changes to Traffic Regulation Orders at Redbridge and possibly Oxpens as well. There are no other direct legal implications arising out of this Report. The procurement of any temporary car park deck and/or matting solution will be carried out fully in accordance with the Council's procurement requirements.

Sustainability/Climate Change Implications

22. There are no direct implications. Full and appropriate consideration has been to matters, such as flood risk, environmental impact etc in terms of the related planning applications.

Equalities

23. There are no direct implications arising. The temporary car park to be constructed on Oxpens will provide for 17 disabled parking spaces, together with a temporary building housing the Council's shopmobility function.

Risk Implications

24. A risk assessment has been undertaken and the risk register is attached as Appendix 4.

Conclusion

25. The proposals as detailed in this Report represent at this stage the least risk opportunity in obtaining planning consent for the temporary car and coach parking. The related planning applications have already been submitted as it is essential for these to sit alongside the main Westgate

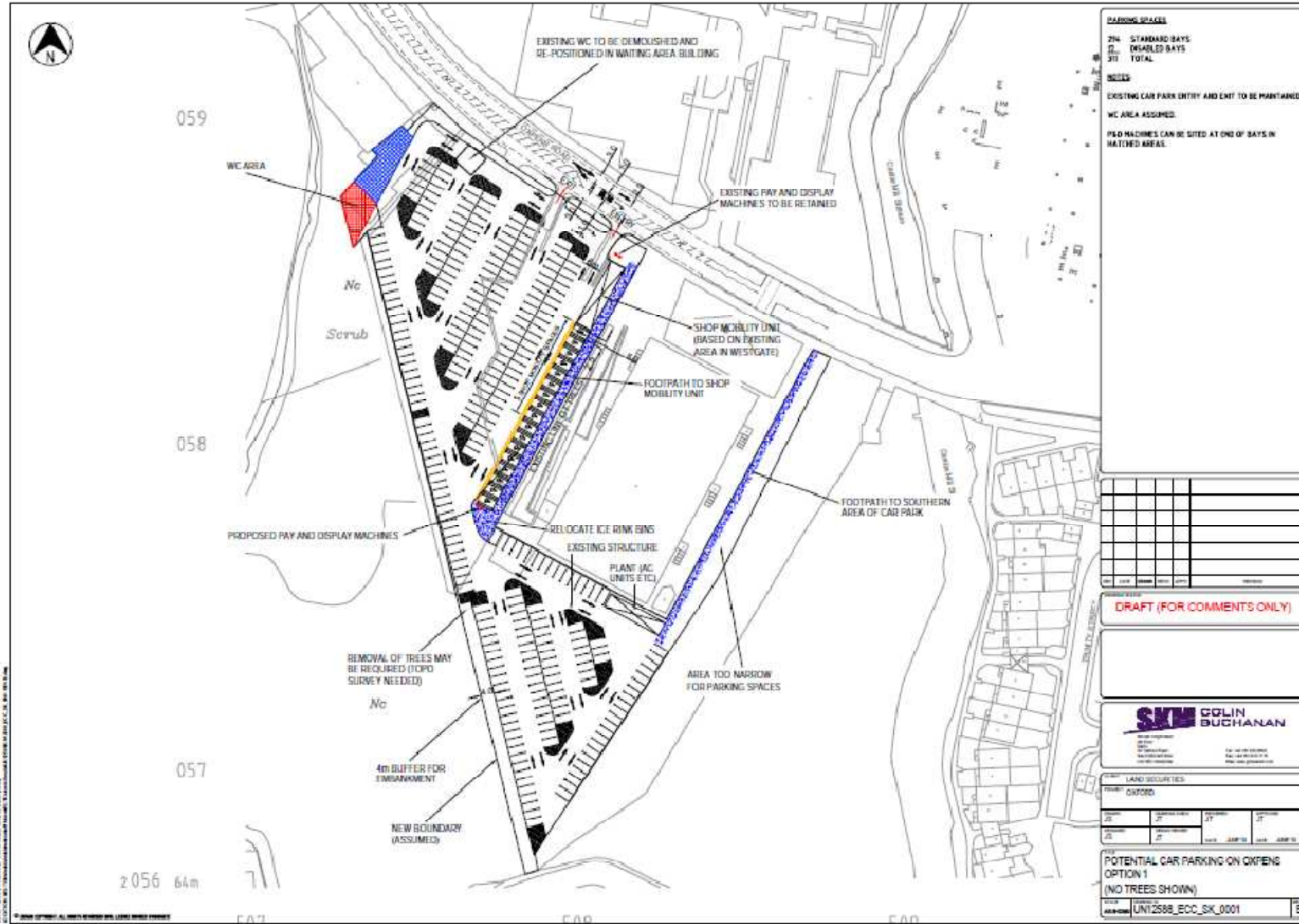
outline planning application. Procurement would not need to start for probably 6 months. During that time the Council will continue to pursue possible alternative solutions, including the potential for additional or temporary city centre parking involving third party land. The real drivers are the desire to do something at least cost, to a standard that meets customer expectations, and that meets requirements for temporary car parking numbers. The ability to site coach drop-offs/pick-ups in the city centre on the public highway would enable additional surface temporary parking to be provided at Oxpens. The proposals as now submitted require the demolition of 'The Lodge' premises that are situated on Oxpens Road.

Name and contact details of author: Jane Winfield, 01865 252551
jwinfield@oxford.gov.uk

Version number: 11

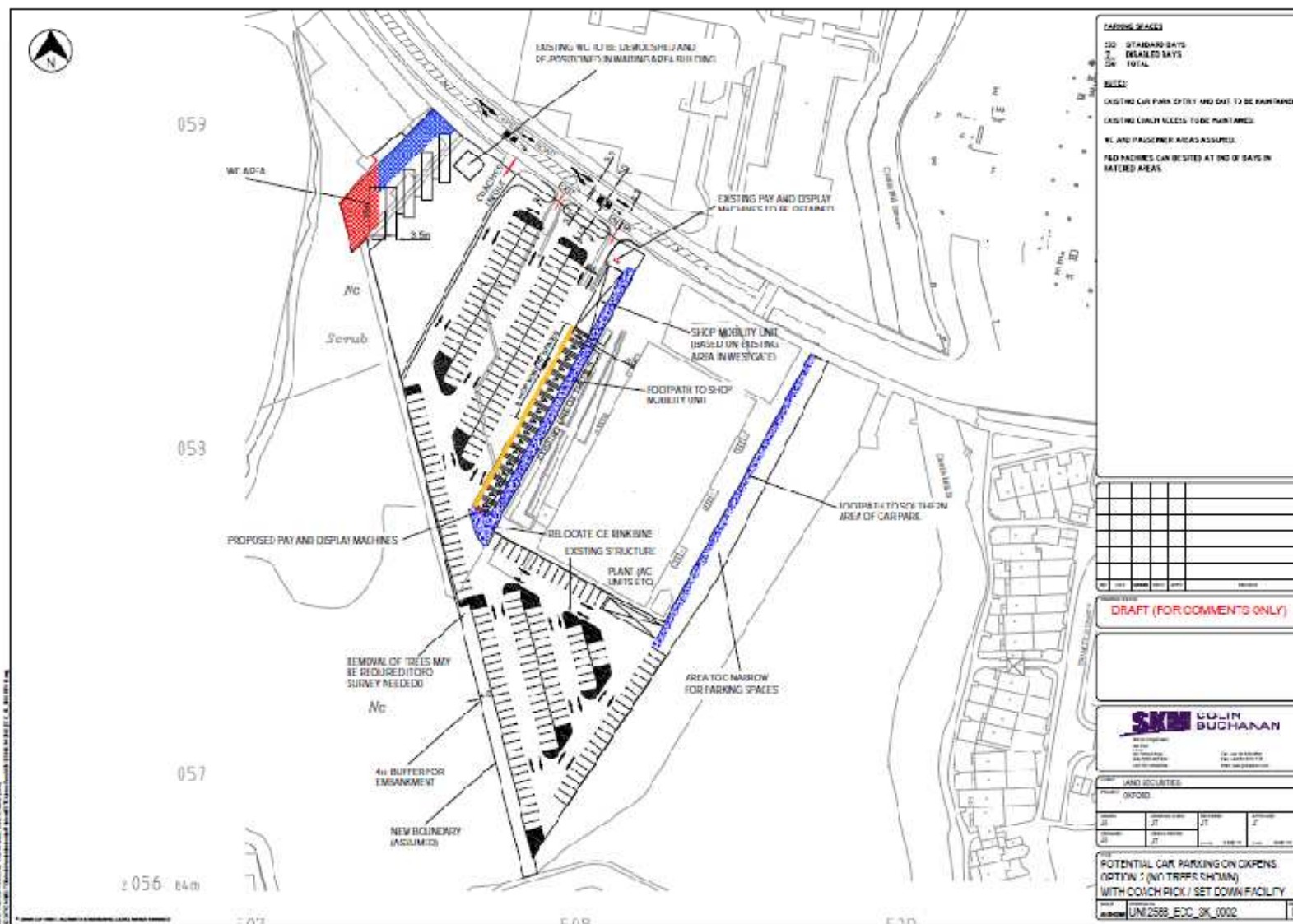
Oxpens Ground Floor with No Coaches

57

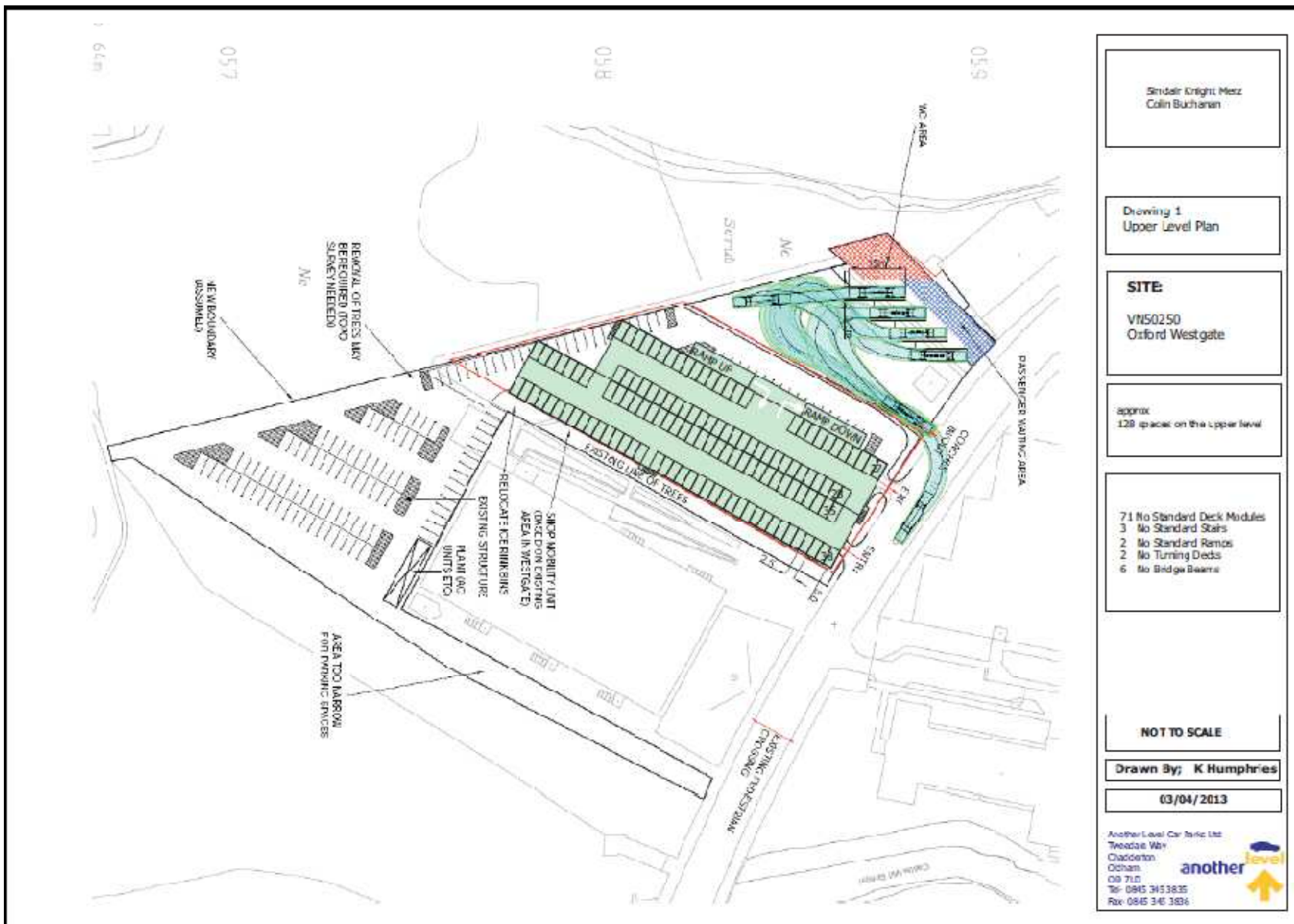



Oxpens Ground Floor with Coaches

58

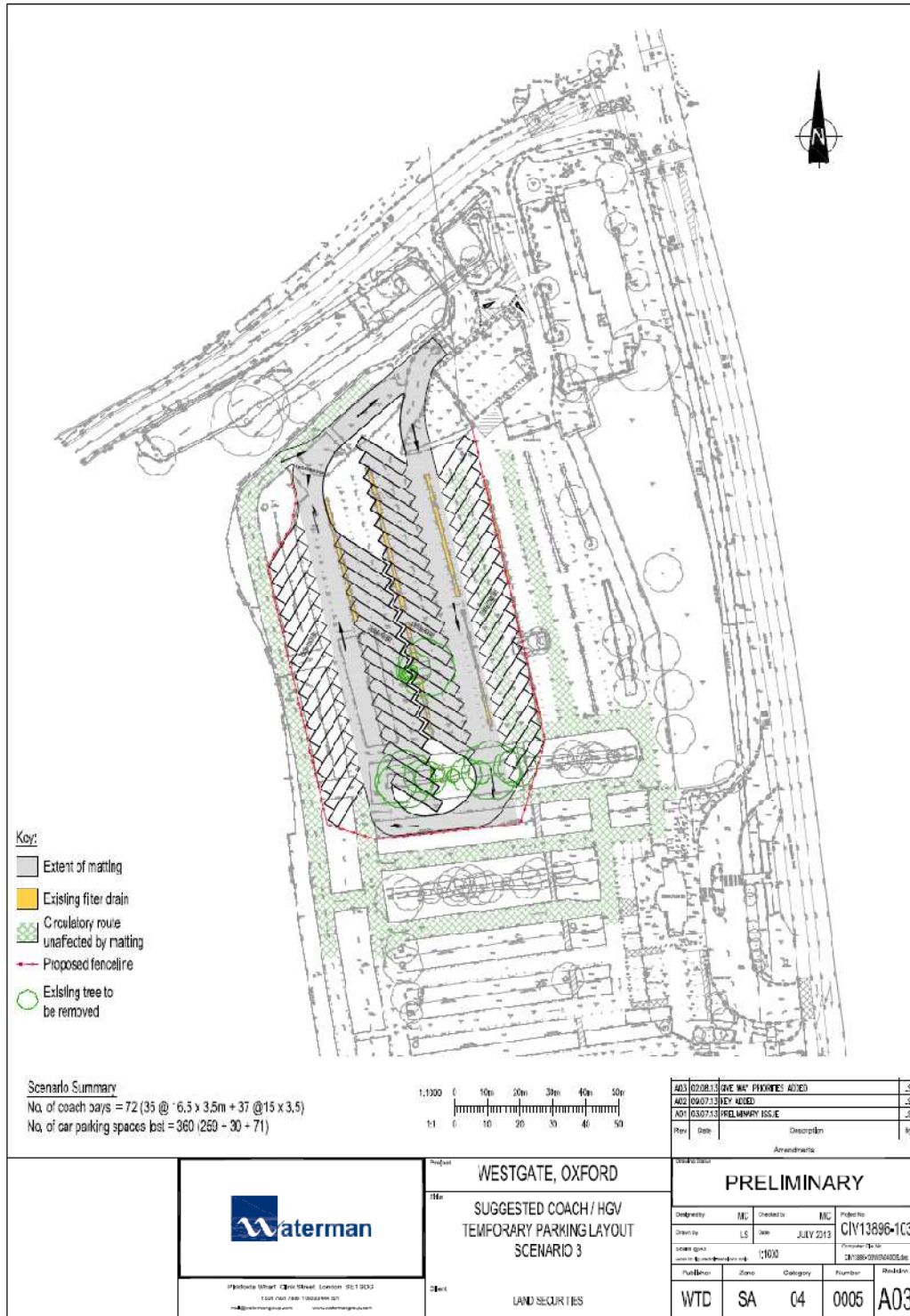


OxpensDeck Level with Coaches



<p>Stirling Knight, Merz Colin Buchanan</p>
<p>Drawing 1 Upper Level Plan</p>
<p>SITE: VMS0250 Oxford Westgate</p>
<p>approx 128 spaces on the upper level</p>
<ul style="list-style-type: none"> 71 No Standard Deck Modules 3 No Standard Stairs 2 No Standard Ramps 2 No Turning Decks 6 No Bridge Beams
<p>NOT TO SCALE</p>
<p>Drawn By: K Humphries</p>
<p>03/04/2013</p>
<p>Another Level Car Park Ltd Tweedale Way Claxton Otham OX 7LJ Tel: 0845 345 3835 Fax: 0845 346 3836</p> 

Redbridge Site Layout



REGENERATIVE BENEFITS SUMMARY

Benefits	Scheme Delivered	No Scheme
New jobs created (est)	2,650	None
Jobs created during construction phase	1,550 + local labour and SME initiatives	None
Private sector investment (including tenant investment)	£375m	£5 – 10m
Apprenticeships as part of phase	Apprenticeships delivered	None
Affordable Housing Units (subject to viability)	c. 30	None
Training and Development regimes to support access for local people	Yes	No
New legible, accessible and secure car park	Yes	No
New homes to achieve Code 4	Yes	No
Target environmental standard for new Centre	BREEAM Very Good aspiring to Excellent – Workshops to agree objectives	n/a
Improved linkages within City Centre reinforcing accessibility to key areas including Oxpens and Castle	Yes	No
Delivery of key West End strategic site	Yes	No
Substantially enhanced public realm	Yes	No
New Riverside Environment	Yes	No
Flood Mitigation Measures	Yes	No

CEB Report Risk Register – Westgate Temporary Car and Coach Parking

No.	Risk Description Link to Corporate Objectives	Gross Risk		Cause of Risk	Mitigation	Net Risk		Further Management of Risk: Transfer/Accept/Reduce/Avoid	Monitoring Effectiveness					Current Risk
Risk Score = Almost Certain		Impact Score: 1 = Insignificant; 2 = Minor; 3 = Moderate; 4 = Major; 5 = Catastrophic						Probability Score: 1 = Rare; 2 = Unlikely; 3 = Possible; 4 = Likely; 5 = Almost Certain						
62 CEB-001-CA	Contaminated land issues on Redbridge	4	3	Adverse reaction received from the environment agency because of the proposed works on a former land fill	The Environment Agency and Environment Services colleagues are being fully consulted. EA have confirmed that no floodplain compensation is required at Oxpens. The Redbridge works are designed so as to not intrude into the site. Plate tests are being undertaken to confirm load bearing capacity(L)	3	3							
CEB-002-CA	Cost overrun	3	3	Unforeseen costs arise	Full design has been undertaken and detailed cost estimates produced. Dialogue with specialist providers regarding their products has been undertaken and indicative estimates obtained(L).	3	2							

CEB-003-CA	Potential Town Green application	3	3	Third party submits town green application	Protective signage has been erected on the land to the rear of the ice rink some months ago. SENDRA have been consulted as part of these proposals(M)	3	3										
CEB-004-CA	Flood amelioration works impact	3	3	Concern and objection from the Environment Agency that cannot be resolved	On Oxpens the flood impact is minor and has been fully addressed as part of the design and planning process. On Redbridge that are no additional implications arising. The Environment Agency are being fully consulted and to date have made no adverse comment (L)	3	2										

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EXTRACT FROM THE MINUTES

CITY EXECUTIVE BOARD

Wednesday 9 October 2013

74. WESTGATE – TEMPORARY CAR AND COACH PARKING

The Head of Corporate Property submitted a report (previously circulated, now appended) that sought approval for the inclusion of the Westgate temporary car and coach parking scheme into the Council's capital programme.

Councillor Bob Price, Board Member for Corporate Governance, Strategic Partnerships and Economic Development, and David Edwards, Executive Director, Housing and Regeneration, presented the report to the Board and explained the background to it. He indicated that an additional 200 car parking spaces may be made available close to Oxpens. Oxfordshire County Council was satisfied that the proposed drop off and pick up arrangements could work.

Councillor Jean Fooks, Liberal Democrat Leader, addressed the Board on the contents of the report, and in particular asked about the current usage figures of the Westgate Car Park.

Peter Sloman (Chief Executive) explained that the Council had obtained external valuation advice in order to confirm that the Council was not subsidising the Westgate development; since the Council was not permitted to subsidise a private operator.

Resolved to:-

- (1) Recommend to Council the inclusion of an amount of £3.3 million funded from an earmarked reserve in the Council's capital programme for the scheme as detailed herein relating to the provision of temporary car and coach parking during construction of the Westgate scheme of redevelopment, together with approval to transfer funding from the Council's Park and Ride works budget, if required;
- (2) Grant formal project approval for the temporary car and coach parking scheme detailed herein;
- (3) Grant delegated authority to the Executive Director, Housing and Regeneration to award any required contracts in relation to the implementation of this matter;
- (4) Subject to approval and the obtaining of necessary planning and any other consents note the intention to, upon the Development Agreement for the main scheme with the Westgate Oxford Alliance going unconditional, to procure the implementation of this scheme in accordance with required timescales.

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To: City Executive Board

Date: 9th October 2013

Report of: Head of Housing and Property
Service Manager Regeneration & Major Projects

Title of Report: COMPULSORY PURCHASE ORDER - LANHAM WAY,
LITTLEMORE, OXFORD

Summary and Recommendations

Purpose of report: To obtain approval to initiate compulsory purchase proceedings in relation to a long term empty property.

Key decision: No

Executive lead member: Councillor Scott Seamons

Policy Framework: Meeting Housing Needs

Recommendations: That the City Executive Board:

1. Authorise the Head of Housing and Property, in consultation with the Head of Law and Governance, the Head of Finance and the Regeneration and Major Projects Service Manager, to initiate compulsory purchase proceedings to acquire all interests in the property situated in Lanham Way, on the basis as set out in this report;
2. In the event that the decision is taken to initiate compulsory purchase proceedings, to authorise the Head of Law and Governance take all necessary steps to secure the making, confirmation and implementation of the Compulsory Purchase Order pursuant to section 226(1)(a) of the Town and Country Planning Act 1990 including the publication and service of all notices and the presentation of the Council's case at any public inquiry;
3. Authorise the Service Manager of Regeneration and Major Projects to take all necessary action to acquire and obtain possession of the property either compulsorily or by agreement and to negotiate and agree all matters relating to compensation payments;
4. Authorise the Manager of Regeneration and Major Projects to dispose of the property in accordance with the Disposal Options set out in this report;

- | |
|---|
| <p>5. Recommend to Council that provision is made in the 2013/14 budget for the Compulsory Purchase of the property as detailed in the confidential appendices.</p> |
|---|

Appendices

- A Site Plan - Exempt from Publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972
- B Correspondence in respect of the property - Exempt from Publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972
- C Potential Cost of CPO process - Exempt from Publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972
- D Risk register
- E CPO Process
- F Letters from proprietor's solicitor and builder. Exempt from Publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

Executive Summary

1. This report was intended to be presented at the 11th September 2013 CEB meeting but was withdrawn following receipt of a letter from Solicitors representing the owner of the property detailed within. The report has been amended in response to comments raised in the letter and subsequent letters advising of work recently carried out. See confidential Appendix F.
2. This report seeks authorisation to initiate compulsory purchase proceedings in relation to an empty dwelling situated on Lanham Way, Littlemore, Oxford, which has been unoccupied for approximately 10 years.
3. The aim of the Council's Empty Homes Strategy 2013-2018 is to encourage and persuade owners of empty properties to satisfactorily renovate them to facilitate re-occupation. Such actions help eliminate environmental nuisance and make a contribution towards meeting housing need in the City.
4. In the absence of an acceptable response and where there is a compelling case in the public interest the Council may ultimately use its compulsory purchase powers to ensure that this aim is achieved.
5. There are a number of disposal options available ranging from disposal as a single dwelling to forming part of a larger affordable homes scheme in partnership with a Registered Provider. These options will be explored fully if approval is forthcoming.
6. A budget will need to be allocated to cover the potential funds associated with this action and the cost envelope.

Background

7. The property was built around 1960 on a 630m² site accessed via Sandford Road, Littlemore. Lanham Way is predominantly a residential area which also leads to a County Council Depot and John Henry Newman secondary school. See site plan Appendix A.
8. Records held by Council Tax indicate that the property has been empty for approximately 10 years. The property is in a dilapidated condition and has been a target for vandalism. The owner is known to own and reside in another dwelling within the City.
9. The Subject property first came to the attention of the Council in 2005 when a complaint from a neighbour was received by Environmental Health concerning the condition of the property and that rats had been seen coming from the garden. The owner and her attorney assured Officers on numerous occasions that the property would be renovated, adapted for the owner's use, transferred to another person or placed on the market for disposal. The dwelling was subsequently boarded up by the owner in May 2011.
10. Since 2009 there has been intermittent improvement to the property but never enough to make it habitable or to improve its unsightliness. These minor works have principally been in response to the threat of a notice being served or a warrant application. The Council are in receipt of a letter from the owner's builder detailing recent work carried out as the result of a Prohibition Notice under the Housing Act 2004 having been served. The works are not sufficient enough to justify the Prohibition Notice to be withdrawn. A list representing the amount of communication between the Council, the owner and owners representatives, which included advice that the Council would consider compulsory purchase to ensure it would be brought back into use, is attached at Appendix B.
11. The Council has followed its adopted procedure in dealing with owners of empty properties but with a greater degree of flexibility in response to the owner's health issues. This is confirmed in written communication with the owner and is demonstrated by the number of years the Council has attempted to encourage the owner and the owner's attorney to bring the property back into use.
12. In July 2013 a Prohibition Notice was served and it is understood that some work has taken place including the replacement of the majority of the windows. The owner has made no approach to the Council to have the Prohibition Notice removed or to inform of any works to the property which would warrant the withdrawal of the notice. Officers consider that the Council should pursue a CPO approach, regardless of any works now undertaken, as sufficient time has elapsed.
13. A letter has been sent by Oxford City Council to the owner and her attorney offering to purchase the property. There has been correspondence, but no response in respect of this offer.

14. In October 2012 the Council's dealings with the owner and her attorney became the subject of an Ombudsman inquiry. In February 2013 the Ombudsman's Final decision found in favour of the Council. The decision acknowledged the Council's efforts to encourage the owner and her attorney to bring the property back into use voluntarily and that through its Empty Property Strategy it is committed to ensuring empty dwellings are brought back into use.
15. The refreshed Empty Property Strategy 2013-2018 was approved at the March 2013 CEB meeting. Within the strategy there is particular emphasis on the use of Compulsory Purchase Powers to ensure properties like the subject property are brought back into use.
16. The site of the subject property is adjacent to a proposed Housing Association development site. There is an opportunity to combine sites to make more efficient use of the land for affordable home provision. The Housing Association have indicated a willingness to work with the Council to provide more affordable homes on this larger site.

Supporting Information

17. Housing shortages and increasing housing needs are problems both nationally and within Oxford City. The Council currently has over 5,000 households on its housing register.
18. Central Government is keen, with cross party agreement, that individual Local Authorities take strides to ensure the wasted asset of Empty Homes are returned to the useful housing stock. The Government expects all authorities to have its own Empty Property Strategy.
19. CEB on 22 March 2013 approved the Council's Empty Homes Strategy. This Strategy promotes the use of compulsory purchase powers in respect of long term empty properties and accords with the recommendations of The National Policy Planning Framework 2012.
20. The subject property not only represents a waste of a potentially good home but anti-social and criminal activities have necessitated attendance by the police. There are also associated health and safety risks to officers visiting the property and the general public.
21. Compulsory Purchase is considered a last resort. In the public interest it now remains the only reasonable path available to ensure re-occupation of the building or for the land to be used for housing.
22. Experience by other Local Authorities of the CPO process shows that there is the possibility of owners undertaking sufficient works to halt the process. The Council's view is that once Compulsory Purchase Order proceedings are instigated, even if progress by the owner becomes evident, it is likely to want to continue in order to assemble the site for further housing development. The Council will make provision for the cost of continuing with the procedure and eventually taking possession,

disposal and compensation. Costs can be mitigated in part by the income generated by the actions of the Empty Property Officer/Team.

Options

23. Do nothing

This is not considered an appropriate option. The property would continue to attract anti-social behaviour and remain a waste of potentially good housing accommodation. The continued absence of maintenance and proper management would allow it to become an increasing environmental blight on the neighbourhood.

24. Enforced sale

The Law of Property Act 1925 empowers a local authority to enforce the sale of a property where it holds a Local Land Charge against it. The Council has previously been proactive in the enforced sale procedure but in this instance no debt has been incurred or is likely to be.

25. Empty Dwelling Management Orders

Local Authorities can consider making Empty Dwelling Management Orders (EDMO) under the Housing Act 2004 to address the improvement and future use of empty dwellings. The maximum period for an EDMO is 7 years. An EDMO is not considered appropriate in this case as the anticipated costs of the required works exceed what could be recovered through rental income over 7 years.

26. Other Enforcement Powers

Various legal powers are available to a local authority to improve the condition of a neglected building, to deal with structural danger, nuisance or other environmental problems. These measures can only be viewed as piecemeal, reactive and relatively expensive short term approaches and do not provide the long term solution presented by the report proposal. A Prohibition Notice under the Housing Act 2004 has already been served. Further measures are not considered appropriate to this case.

27. A voluntary sale

A voluntary way forward is always the preferred option. It is clear in this instance that the Council has gone to great lengths to encourage and support the owner to deal with the situation. As previously mentioned the Council has offered to purchase the property. It is also known that a builder has offered to purchase the property directly from the owner.

28. Compulsory Purchase Order

The most appropriate way of securing continued housing use for this site is by the making of a Compulsory Purchase Order. The property will be subsequently acquired by the Council and then disposed of for

renovation/ redevelopment, or sold to a Registered Provider (RP) with a view to developing the site for further housing provision. This is the recommended option.

29. Throughout the Council's dealings with the owner and her attorney there has been repeated suggestions that works would be carried out and the property brought back into use. In response to this the Council have made requests for timescales and schedules of work to be provided but have had no information forwarded in respect of this. The latest letters advise of works carried out, and work to be undertaken (albeit at an unspecified date).

Should works actually be completed and the Prohibition Notice be withdrawn, a CPO would not be pursued due to disrepair. In such an event, under the delegated authority granted in the recommendations to this report, the Head of Housing and Property, would then consider pursuing a CPO for land assembly and the provision of additional housing, given the fact that the owner has another principal residence, and that there is an adjacent development site, as set out in para 34 of this report..

Disposal Options

30. Under s123 of the Local Government Act 1972, the Council is required to obtain the best price possible if it disposes of any interest in land.
31. Where it proves necessary for the Council to compulsorily acquire a house there are a number of options available to then deal with it. These include the following:
32. Disposal of the property at auction or on the open market

The Council would seek to sell the property as soon as reasonably practicable after its acquisition. The sale value would be expected to represent the market value, and this would be the sum expected to be paid in the compensation claim to the owner. This is an option for the Council should the preferred option not be pursued.

33. Property is retained by the Council

The Council could seek to retain the property as Council housing stock, or redevelop it itself for housing.

34. Sale of the property to an RP for housing development

The A2Dominion Group (a Registered Provider) is negotiating the sale of an adjacent site (a former County depot) for housing development. Three way discussions have taken place between Oxford City Council, Oxfordshire County Council, and A2Dominion in respect of the potential to combine the two sites. This will provide vehicular access to the Lanham Way plot, being considered for CPO. This is necessary for future development, and may enable the provision of 2-6 units of social housing. The A2Dominion Group would be expected to compensate the

Council for all the costs of assembling this site in addition to the agreed site value. The owner will receive the site value in the compensation claim. This is the preferred option as it is cost neutral for the Council and provides for the best long term use of the site, in accordance with the Council's objectives.

Equalities Implications

35. Not applicable as no adverse impacts are predicated.

Environmental Impact

36. The implementation of the Empty Property Strategy will result in a positive environmental impact due to reducing the number of empty properties that cause nuisance to neighbourhoods and attract anti-social behaviour. Ensuring previously empty properties and derelict land are brought back into productive use has a positive impact on Oxford City regeneration

Financial Implications

37. A guide to the potential cost of a CPO for an individual property is listed as Appendix B. An indicative valuation for the subject property is also included within this cost guide. The appendix presents costs of various options relating to the CPO process. This appendix is excluded from publication as it contains commercially sensitive information.
38. Currently, this scheme is not included in the Council's 2013/14 approved capital programme. As such CEB, as per the Council's financial regulations, are advised to request that full Council approves the inclusion of this project within the 2013/14 Capital Programme. The overall impact on capital budgets will be neutral.
39. Revenue costs are also required – detailed in Appendix B. These could range from being cost neutral (under the preferred disposal model) to a maximum amount of £50,000 should a CPO be obtained through the Public Inquiry route, with all possible compensations having to be paid. Costs can be contained within existing Housing and Property budget provision. For non-housing disposals there is a cap of 4% of the capital receipt being available for funding disposal costs. Therefore with a market value disposal of £350k, up to £14k of disposal costs may be funded out of the capital receipt with the remainder of the cost being financed from revenue.
40. In addition to bringing much needed accommodation back into use within the city the Councils Empty Homes Strategy has a positive financial effect on the council by:
- Increasing council tax income
 - Increasing the amount of New Homes Bonus

Presently the subject property is exempt from Council Tax following a prohibition notice (Housing Act 2004) having been served in July 2013,

prohibiting occupation until necessary works are completed as detailed in the notice.

The property falls within Band E, equivalent to £1760.56 per annum. New homes bonus matches that of the yearly council tax value of a property and is paid over a six year period.

Calculation for the Council Tax value of the property in respect of the New Homes Bonus is;

- $1760.56 \times 6 = \text{£}10,563$ New Homes Bonus

In addition should the property be brought back into use Council Tax income would be £1760.56 per annum. The combined Council Tax and New Homes Bonus income over a 6 year period for the property would be £21.126

If additional housing arises from development of the site, further New Homes Bonus would be paid.

- For example, taking an average Council Tax Band D £1439.33 over a 6 year period = £8,635.98 per unit.

41. Officers have identified a number of similar properties within the City where the CPO option is believed to be the best option and as such a capital bid for the 2014/15 capital programme, to be considered by Members as part of the forthcoming budget exercise, will be prepared for discussion. The Empty Homes Strategy promotes the use of Compulsory Purchase Order (CPO) powers on a program of appropriate empty homes. Such a program would be linked to the resale of acquired property and balanced within a budget tolerance. If progressed, such a program would be the subject of a separate report with a recommendation to Council for an appropriate budget approval.

Risk Assessment

42. A risk assessment has been undertaken and the risk register is attached at Appendix C. All risks have been mitigated to an acceptable level.
43. Barriers to obtaining a CPO:

<i>Risk</i>	<i>Mitigation</i>
Works are undertaken to bring the property to an acceptable standard (as per the Prohibition Notice) and the property is re-occupied	The Council intends to pursue the CPO for the purposes of disrepair/empty homes, and also for site assembly for a housing development. Although the initial purpose of taking enforcement action was to bring the property back into use, at this stage, the approach outlined is considered reasonable

The Secretary of State refuses to grant a CPO	This risk is considered low if the Council follows all due process, however, in the event that this occurs, the estimated maximum Council financial loss that could be expected is under £20,000 and this is provided for in budget provision. Generally cost estimates have been set at the maximum expected value.
That the property valuations exceed the capital provision in this report	High valuations have been used as the basis for financial considerations in this report to mitigate this risk.

44. Barriers to disposing of the site (after acquisition) to A2Dominion:

Risk	Mitigation
A2Dominion are unable to enter into agreement as they consider the development to be unviable	This risk is considered low and full plans have been developed for the combined site, however legal agreement still needs to be reached with the County Council and access issues need to be fully resolved
Planning constraints limit the use of the site for housing development	This risk is considered low. Consideration must be given by the developer to existing trees on the site. Dialogue with planners has already happened to take this forward.

Legal Implications

45. The Council has the power under s226 (1) (a) of the Town and Country Planning Act 1990 to acquire land and buildings to secure their improvement, development or redevelopment, provided that this will bring about environmental, economic or social benefits. The property in its current state is in need of improvement and it may be required for the purpose of a larger redevelopment scheme. If the property is brought back into residential use, or is part of a housing development scheme, this will bring environmental and social benefits to the area (and possibly economic benefits too). The main supporting legislation includes the Acquisition of Land Act 1981 (compulsory purchase procedure), the Compulsory Purchase Act 1965 (post confirmation procedure) and the Land Compensation Act 1961 (amount and assessment of compensation). Appendix D shows the process that needs to be followed for a CPO. The test the Secretary of State applies in deciding if a CPO should be confirmed is that of a compelling case in the public interest. It is considered that such a case is made out here. A CPO interferes with the human rights of the landowner. However if the “compelling case” test is met, so too will interference with human rights be considered to be proportionate.

46. The Compulsory Purchase Order must be advertised locally and copies served on all owners and qualifying parties. An objection can be raised by any statutory objector during the stipulated period. If such an objection is received and not withdrawn during the stipulated period the Secretary of State may cause a public local inquiry to be held. This affords the objector an opportunity to be heard and appear before a person appointed by the Secretary of State.
47. Alternatively the objector may opt for the written representations procedure. The Secretary of State would then consider his findings before determining whether or not to confirm, quash or modify the Order.
48. In the event that there is no objection, the Secretary of State may, in certain circumstances, permit the Council to confirm the Order. The confirmation of the Order may be challenged on a point of law within 6 weeks of the publication of such confirmation. Any dispute as to the amount of compensation to be paid is referred for determination by the Upper Tribunal (Lands Chamber).
49. The Council is obliged to act in a way which is compatible with the European Convention on Human Rights. A number of other local authorities regularly utilise their CPO powers in a similar fashion and the issue has been extensively tested through the courts.

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Background papers:

None

Appendix D CEB Report Risk Register Compulsory Purchase

Risk Score **Impact Score:** 1 =Insignificant; 2 = Minor; 3 = Moderate; 4 = Major; 5 = Catastrophic **Probability Score:** 1 = Rare; 2 = Unlikely; 3 = Possible; 4 = Likely; 5 = Almost Certain

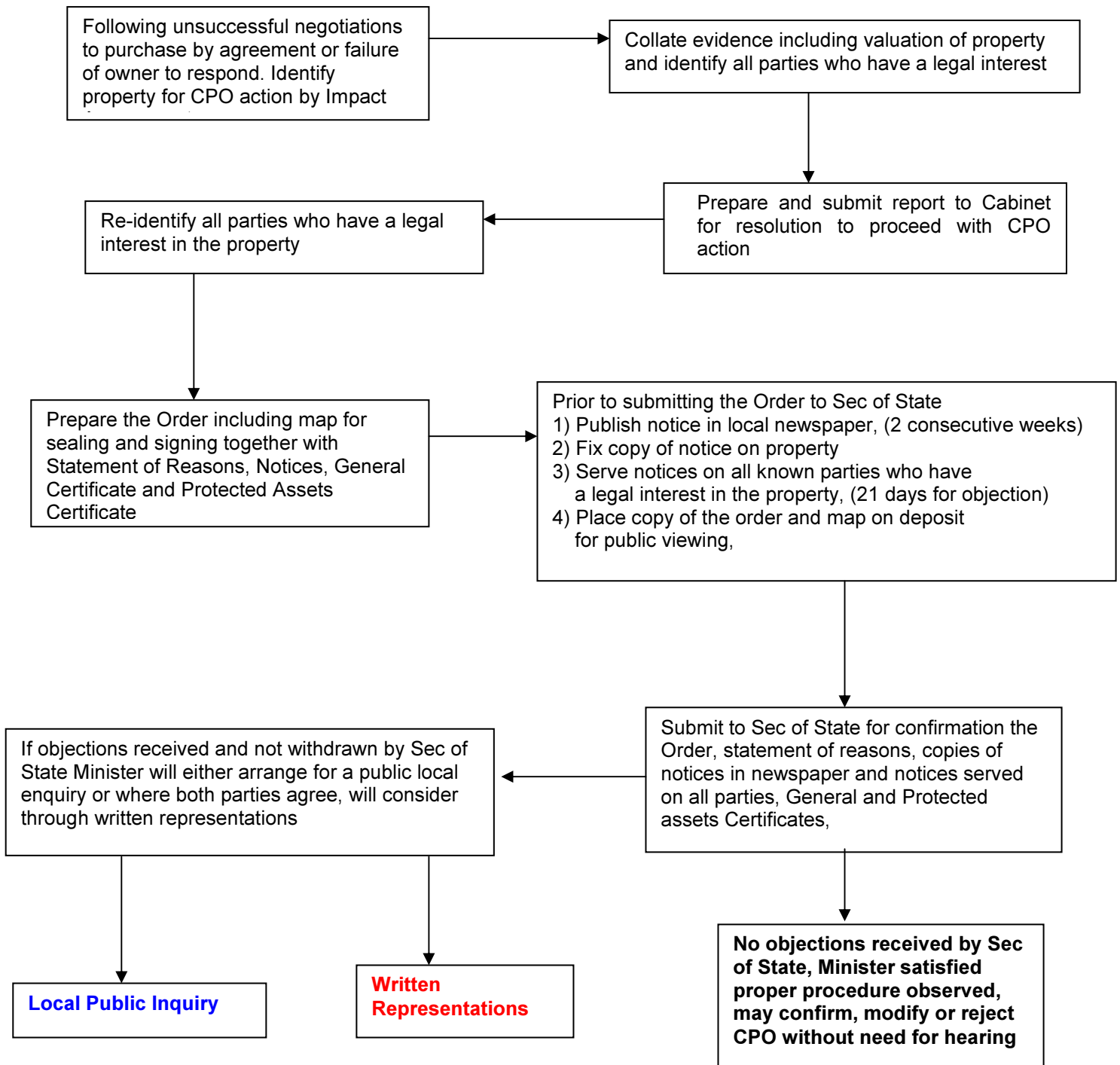
No.	Risk Description Link to Corporate Obj	Gross Risk		Cause of Risk	Mitigation	Net Risk		Further Management of Risk: Transfer/Accept/Reduce/Avoid		Monitoring Effectiveness				Current Risk		
		I	P			I	P	Action: Action Owner:	Outcome required: Milestone Date:	Q 1	Q 2	Q 3	Q 4	I	P	
					Mitigating Control: Level of Effectiveness: (HML)			Mitigating Control: Control Owner:			⊗	⊗	⊗	⊗		
											⊕	⊕	⊕	⊕		
1	Financial Costs	2	1	Cost incurred as a result of Compulsory purchase process. Abortive costs if CPO application rejected. Rapid movement in housing prices.	Mitigating Control: Early and full involvement of Legal. Sound justification for taking formal action. Level of Effectiveness: Swift turnaround and disposal of property			Action: Regular and full involvement with legal, services, incl external advocacy. Action Owner: Empty Property Officer Mitigating Control: Regular meetings with legal, finance, Regen & Major Projects. Control Owner: Empty Property Officer	Outcome required: Cost effectiveness Milestone Date: Throughout the CPO process. The successful use of an empty dwelling and its land for the purpose of housing provision within the City.							
2	CPO request denied			An objector raises issues that persuade the Secretary of State to reject or modify the Order Owner fully complies with works detailed in Prohibition Notice	The adherence to the correct procedures and adoption of best practice at all stages. Owner has track record on non-compliance but would rely on SoS being persuaded by submission.			Close liaison with Legal Services or consultants at all stages. Control Owner EPO for EHS element and SAM for CPO element.	SoS grants CPO.							
3	Adverse Publicity			Use of formal action to bring about the re-occupation/use of an empty property and associated land.	Mitigating Control: Provide transparent and clear explanation of the reasons for taking formal action. Encourage positive press through contact with local media. Level of Effectiveness: H			Action: Regular updates provided to media on empty properties brought back into use and action taken to bring them back into use. Action Owner: Empty Property Officer Mitigating Control: Working with press office. Control Owner: EP Officer.	Outcome required: Positive Press Milestone Date: As appropriate.							

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4	No Sale/Delayed Sale			Market conditions become depressed. Availability of finance restricted. Sale to A2Dominon does not occur.	Mitigating Control Close and effective working relationship with the City Council's Legal, Regeneration and Major Projects and Finance officers. Any such costs can be contained within budgets		Action/Mitigating Control Regular meetings with legal services, finance, Regeneration and Major Projects Service. Control Owner: Senior Asset Manager.	Timely disposal of the property.						
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Appendix E

COMPULSORY PURCHASE PROCESS



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EXTRACT FROM THE MINUTES

CITY EXECUTIVE BOARD

Wednesday 9 October 2013

82. LANHAM WAY – COMPULSORY PURCHASE

The Head of Housing and Property, and the Service Manager Regeneration and Major Projects, submitted a report concerning compulsory purchase proceedings in relation to a long term empty property in Lanham Way.

Councillor Scott Seamons, Board Member for Housing, presented the report to the Board and explained the background to it. It was important to explore all avenues in order to bring properties back into use. The Council had tried, since 2006, to bring this particular property into use, but without success.

Mel Mutch, Empty Property Officer, added that the Council had offered encouragement, and many suggestions concerning the means by which this property could be brought back into use over a considerable period. However, the progress made was not considered to be significant.

Resolved to:-

- (1) Authorise the Head of Housing and Property, in consultation with the Head of Law and Governance, the Head of Finance and the Regeneration and Major Projects Service Manager, to initiate compulsory purchase proceedings to acquire all interests in the property situated in Lanham way, on the basis set out in the report;
- (2) In the event that the decision is taken to initiate compulsory purchase proceedings, to authorise the Head of Law and Governance to take all necessary steps to secure the making, confirmation and implementation of the Compulsory Purchase Order pursuant to section 226(1)(a) of the Town and Country Planning Act 1990, including the publication and service of all notices and presentation of the Council's case at any public enquiry;
- (3) Authorise the Service Manager of Regeneration and Major Projects to take all necessary action to acquire and obtain possession of the property, either compulsorily or by agreement, and to negotiate and agree all matters related to compensation payments;
- (4) Authorise the Service Manager of Regeneration and Major Projects to dispose of the property in accordance with the Disposal options set out in the report;
- (5) Recommend to Council that provision is made in the 2013/2014 budget for the Compulsory Purchase of the property as detailed in the confidential appendices.

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**To: City Executive Board
(Council)**

**Date: 9th October 2013
(25th November 2013)**

**Report of: David Edwards, Executive Director Housing and
Regeneration**

Title of Report: OXFORD SUPER CONNECTED CITIES PROJECT

Summary and Recommendations

Purpose of report: To update the Board on the successful bid to Government for funding of £4.83 million from the Urban Broadband Fund (Phase 2) Super Connected Cities Programme, and to request that the Council officers now be authorised to deliver this project with the support of a specialist organisation using the funding secured plus the previously agreed £300,000 capital commitment and £25,000 start-up costs

Key decision? Yes

Executive lead member: Cllr Bob Price

Policy Framework: No

Recommendation(s):

- 1. To note the update report and the positive funding outcome;**
- 2. That CEB recommend to Council approval of an additional £4.83 million within the Councils General Fund Capital Programme in 2014/15 to be funded by Government Grant**
- 3. That CEB give project approval based on the information provided in this report**
- 4. To delegate authority to David Edwards, Executive Director to lead on management and delivery of the project and give delegated authority to award a contract to a specialist organisation to assist the Council in the delivery of this project.**

Appendices to report:

Appendix One – Risk Register

Appendix Two – Letter from Ed Vaizey, Minister for Culture, Communications and Creative Industries confirming funding available to Oxford

Appendix Three – Equalities Impact Assessment

Introduction

- 1 In 2012 Government, through Broadband Delivery UK (BDUK) invited 27 smaller cities, including Oxford, to bid for a total of £50m as phase two of the Urban Broadband Fund (UBF) for ultrafast (100mb/s +) broadband and wireless infrastructure, particularly business focused.
- 2 This fund built on the £100 million fund already available to support the round one, ten Regional cities, to create 'super-connected cities' across the UK.
- 3 In December 2012 Oxford was announced as one of the 12 successful cities. However, due to state aid clearance challenges, Government moved away from funding fixed broadband infrastructure build (fibre) and as required by Government a series of revised bids were submitted with a final business case being completed and submitted in May 2013.
- 4 In July 2013 the Minister for Culture, Communications and Creative Industries confirmed in a letter (appendix two) that capital funding for the following projects will be made available to Oxford:
 - up to £3.1m for a voucher scheme
 - up to £1.5m for a wireless concession
 - up to £230k for wireless on public transport
5. It should be noted that a bid for funding for the installation of general purpose ducting in development areas (e.g. Barton housing project) was unsuccessful.
6. The funding approvals are subject to assurance arrangements being met. All funding from Government must be spent by end of March 2015.

Voucher Scheme

7. Due to state aid challenges the original plan to provide funding for fixed infrastructure build (fibre) was scrapped and Government has moved towards a voucher scheme
8. Government has consulted on the voucher scheme and we are awaiting outcomes from the consultation. The scheme will be targeted at SMEs and the voucher will be made available to cover connection costs for ultrafast broadband (100 megabytes per second or faster)
9. The likely maximum value of voucher will be £3000. A range of suppliers (national and local) will be in the scheme and it will be up to the SME to choose a supplier.

10. The scheme is being market tested in five cities (Belfast, Cardiff, Edinburgh, Manchester and Salford) over the summer – more details can be found at www.connectionvouchers.co.uk
11. On completion of the market testing the scheme will be evaluated and rolled out to be run in the 22 super connected cities with a likely launch at the end of 2013 or early 2014.
12. It should be noted that SMEs in postcodes in the city boundary that benefit from the County Better Broadband project will not be entitled to a voucher – state aid regulations do not allow more than one intervention per area
13. The Oxford Super Connected Cities Project can only benefit premises within the Oxford City Council administrative boundary
14. Some of the voucher scheme allocation can be spent on the wider “public sector family” to improve delivery and access to services – e.g. Health Centres, Leisure Centres, Community Centres etc.
15. The funding provided will be used to cover the costs of vouchers which include a capitalised project management cost of the scheme (based on 1720 vouchers at an average value of £1800).

Wireless Concession Project

16. We are looking to deliver a wireless concession model that covers as much of the city area as possible – with priority coverage of the city centre area (including West End area to be developed), Cowley Road, Headington (Hospital and Brookes sites) and Banbury Road / Summertown area.
17. The concession model being looked at is based on the Westminster City Council and O2 partnership – O2 have access to street lights and other public sector assets and have used them to install the equipment required to deliver a wireless network which has been made available free of charge to members of the public
18. In the first instance an audit of public sector assets that can be used will be undertaken (City Council, County Council, Universities and NHS). We will then procure a supplier to develop and deliver the wireless network to cover as much of the city as possible.
19. The funding provided can be used to cover cost of upgrading the public sector assets so that they are ready to be used for the wireless concession project (e.g. providing a 24/7 power supply) and capitalised project management costs

Wireless Public Transport

20. The project will support bus companies operating services in Oxford to provide free wireless services on all city based bus services
21. State aid regulations mean that a limited amount of financial support can be provided and this limit is at a parent company level rather than a divisional level.
22. We are currently in discussion with bus companies in the city in the hope that we can meet the state aid requirements and support the development of wireless services on all bus routes operating within the city boundary.

Additional Funding and Opportunities

23. In December 2012 Council agreed to approve a £300,000 capital commitment and a £25,000 revenue commitment to fund staff and specialist resources as required by the project.
24. In addition, the Oxfordshire Local Enterprise Partnership (LEP) agreed to provide £300,000 capital and £25,000 revenue and the County Council £150,000 capital and £25,000 revenue. Discussions are taking place with both the Oxfordshire LEP and the County Council about how this funding may be used to support the project in its final form.
25. We have had initial discussions with BDUK about possible additional funding to support the development of wireless hotspots with a focus on galleries, museums and public buildings and will work to progress this opportunity in the coming months.

Project Management and Delivery

26. The funding allocated by Government is capital funding and where appropriate and agreed the funding can be used to cover project management costs where these can be capitalised on delivery of the project.
27. Project management options were considered by an internal programme board and it was agreed that the best route for delivery of all aspects of the project was through the engagement of external specialist consultants.
28. A tender brief has been written and published on the Government Procurement Service tender portal which enables recognised organisations in the marketplace to bid to provide specialist project support. The closing date for bids is Monday 9th September 2013. We aim to engage consultants as soon as possible to commence work on the project.
29. An Oxford City Council Client Manager will manage the consultants and oversee the delivery of the project.

Governance

30. An internal project board led by the Executive Director Housing and Regeneration with representation from Legal Services, Finance, Business Improvement and Economic Development teams will oversee project management and delivery arrangements.
31. The City Council's Physical Regeneration and Economic Development (PRED) Programme Board will receive reports on the project.
32. A partnership Project Board chaired by David Edwards, Executive Director Housing and Regeneration and with representation from Government (BDUK) and project partners (City Council, County Council and the two universities) will oversee and review the development and delivery of the Oxford Super Connected Cities Project. This will include:
 - Identifying opportunities and initiatives that will enhance the project
 - Identifying resources from partners and solutions that can support the project
 - Ensuring links are maintained with related projects (e.g. Oxfordshire Broadband Plan)
 - Offering challenge where appropriate

Risk

33. A risk register has been prepared and has been appended.

Climate Change and Environmental Impact

34. Ultrafast Broadband and fast wireless connectivity can have a positive impact on CO₂ emission reduction through changing the way we work. For example, through reducing the need for people to travel to work and travel to meetings as the broadband speeds will enable people to work smarter and use facilities such as free video conferencing and VOIP telephone services negating the need to travel. Large size data transfer will also reduce the need for data to be moved on disks or hardware by road.
35. The procurement will be carried out in accordance with the Council's Contract regulation. These meet our strategic objectives that include supporting our sustainability, environmental and diversity policies
36. Oxford City Council has a good track record of working with the telecommunications industry to provide advice on the installation of equipment. The Council published a Telecommunications Supplementary Planning Document (SPD) which was adopted by the Council on the 3 September 2007. This SPD sets out guidance for developing telecommunications networks across the City. It aims to

promote good practice and design for telecommunications equipment for new development. The advice seeks to balance environmental, visual, amenity and health concerns with the future development needs of the mobile technology networks.

Equalities Impact

37. An initial equalities impact assessment is attached as appendix Three

Financial Implications for the City Council

38. As outlined above, the Council has already allocated £300,000 capital and £25,000 revenue in 2013/14 to support the project. This budget is initially being used to fund an external project manager for the project and a procurement process is already underway to facilitate this.
39. In addition, staffing resource is being committed to support management and delivery of the project.
40. Payments from Government will be made against quarterly claims, so the Council will be required to cover all financial costs relating to the project until re-imburement is made by Government. In addition it should be noted that project management costs will need to be capitalised where they can and then reclaimed as part of the claims to Government
41. An initial estimate of project financial profiling is as follows:

Vouchers	2014/15				Total
	Q1	Q2	Q3	Q4	
Urban Broadband Fund (UBF) Capital	950k	600k	750k	800k	3,100k
Wireless concession	2014/15				Total
	Q1	Q2	Q3	Q4	
UBF Capital	350k	350k	400k	400k	1,500k
Wireless Public Transport	2014/15				Total
	Q1	Q2	Q3	Q4	
UBF Capital	20k	50k	75k	85k	230k
Total	1,320k	1,000k	1,225k	1,285k	4,830k

Legal Implications

42. With respect to procurement the Council is using an approved Government framework using the Council's approved evaluation model. .
43. State Aid clearance will be required as part of the Assurance Process that BDUK have published and in the event that specialist legal advice on state aid issues being required at any stage, the Council will obtain it.

Name and contact details of author:-

Name: Sebastian Johnson Job title: Strategic Policy and Partnerships Officer Service Area / Department: Policy, Culture and Communications Tel: 01865 252317 e-mail: srjohnson@oxford.gov.uk

List of background papers:

None

Appendices:

Appendix One – Risk Register

Follows on the next page.

Appendix Two – Letter from Ed Vaizey, Minister for Culture, Communications and Creative Industries confirming funding available to Oxford

Attached separately.

Appendix Three – Initial Equalities Impact Assessment

Attached separately.

Appendix One – Risk Register

No.	Risk Description Link to Corporate Obj	Gross Risk		Cause of Risk	Mitigation	Net Risk		Further Management of Risk: Transfer/Accept/Reduce/Avoid		Monitoring Effectiveness				Current Risk	
		I	P			I	P	Action: Action Owner:	Outcome required: Milestone Date:	Q 1	Q 2	Q 3	Q 4	I	P
					Mitigating Control: Level of Effectiveness: (HML)			Action: Action Owner:	Outcome required: Milestone Date:	Q 1 ☹	Q 2 ☹	Q 3 ☹	Q 4 ☹		
								Mitigating Control: Control Owner:		☺	☺	☺	☺		
06	1 Assurance requirements are not met by the City Council	5	3	Government has published a set of assurance requirements that must be met before funding is formally agreed and contracts signed. If we fail to meet the assurance requirements we will not receive the funding	Mitigating control: Ongoing dialogue and involvement with our Government colleagues. Positive progression of the project and involvement and commitment from partners. Meeting assurance requirements as required and reporting any problems early and discussing with Govt. Good quality governance and project management in place Level of Effectiveness: M	5	1	Action: Chief Executive to monitor risk level and agree action. Action Owner: Exec Director (Hsg and Regen) Mitigating Control: Head of Service Control owner: Director							
	2 Government withdraws funding before contract and agreement is signed	5	1	Government has taken a long time to confirm the funding and is still to formally agree a contract. Time required to spend the funding (March 2015) is short.	Mitigating control: Ongoing dialogue and involvement with our Government colleagues. Positive progression of the project and involvement and commitment from partners. Listening to feedback from Govt and acting on it Level of Effectiveness: M	5	1	Action: Chief Executive to monitor risk level and agree action. Action Owner: Exec Director (Hsg and Regen) Mitigating Control: Head of Service Control owner: Director							

3	Financial cashflow for the project and failure to capitalise project management costs	4	3	Commitments not checked or signed off by Chief Executives and S151 Officer or equivalentents	Mitigating control: S151 Officer is signing off project financials. Level of Effectiveness: M	2	2	Action: Chief Executive to monitor risk level and agree action. Action Owner: Exec Director (Hsg and Regen) Mitigating Control: Head of Service Control owner: Director								
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4	Challenge of staffing and resource	3	2	Not having resource or staff required to deliver the projects	Mitigating control: Tendering for project management consultants to deliver all project management requirements Good Client Management and governance will ensure that the Project management is delivered and completed to a high quality, within time requirements and within budget. Level of Effectiveness: M	2	1	Action: Chief Executive to monitor risk level and agree action. Action Owner: Exec Director (Hsg and Regen) Mitigating Control: Head of Service Control owner: Director								
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Peter Sloman
Chief Executive
Oxford City Council
Town Hall
St Aldate's
Oxford
OX1 1BX

CMS 232731/asg
1 July 2013

Dear Peter

Thank you for submitting Oxford's new Super-Connected City Plan. BDUK has now assessed all cities' plans against the vision for projects that deliver growth through connectivity by 2015 as set out in my letter of 2 May.

I am pleased to confirm that almost all of your proposals have been approved in principle as fitting within these parameters. As requested, funding for the following projects will be made available:

- Up to £3.10 million for a voucher scheme
- Up to £1.50 million for a wireless concession
- Up to £0.23 million for wireless on local transport

These approvals will continue to be subject to BDUK assurance arrangements, including confirming the State aid compliance of your proposals as they are refined, value for money and overall deliverability. I know that conversations are already underway to confirm the State aid approach to the wireless transport intervention prior to a final approval being given here.

As part of our review the BDUK team also looked closely at your proposal for general purpose ducting. From the evidence provided it was not clear that these proposals could meet the criteria of connectivity growth deliverable by 2015 free from State aid requirements and at this time I am therefore unable to award in-principle funding for these projects. However I have asked your BDUK Project Director to discuss this with you in further detail and work with you over the next few weeks to confirm the detail of my in-principle approvals and work up a formal conditional offer.



I know that in a number of cases cities will now feel they are ready to move quickly to the delivery phase and I have asked BDUK to move quickly to support you in this. As part of this BDUK will be making available some further support documents in the coming weeks, including toolkits to support the delivery of Wireless Hotspots and Concessions.

As you know, our biggest challenge to moving into delivery has always been the issue of state aid, and in particular how it would apply to the connection voucher scheme. Following my latest visit to the European Commission at the end of May, they remain supportive of the principle of a voucher scheme and are keen to work with the UK to test the market, to gauge the reaction of suppliers and SMEs, and ensure their support. To this end BDUK has launched a four week market consultation, to be followed immediately by some active market tests over the Summer. I will update you again on this following the consultation, but in the meantime, all cities should ensure that they have their demand mapping work in hand over the next 6-8 weeks as a key preparation for rolling out your own schemes.

Finally, I also wanted to take this opportunity to acknowledge the considerable work put in by you and your team over the recent months.

A handwritten signature in black ink, appearing to read 'Ed Vaizey', with a stylized flourish at the end.

Ed Vaizey MP

Minister for Culture, Communications and Creative Industries

Appendix 3 - Equality Impact Assessment

Equality Impact Assessment

Service Area: Policy Culture and Communications	Section: Policy	Key person responsible for the assessment: Sebastian Johnson (with advice from Jarlath Brine)	Date of Assessment: 2 September 2013
Name of the document to be assessed: Oxford Super Connected Cities Bid and Plan (Urban Broadband Fund Phase 2)			
1. Briefly describe the aims, objectives and purpose of the project	<p>The project bid is to deliver ultrafast broadband vouchers targeted at SMEs and wireless infrastructure across the city of Oxford.</p> <p>The project is focused on economic benefits through enabling SME's and businesses to benefit from ultrafast broadband and social benefits which enable providers of services to benefit from ultrafast broadband</p> <p>Two key issues with respect to equality impact assessment for the project is:</p> <ol style="list-style-type: none"> 1. To deliver new and improved public services using ultrafast broadband infrastructure. This will achieve a step change in the quality, accessibility and cost-effectiveness of a wide range of services, from education, health and social care. 2. Ensure all businesses and residents where appropriate have equal access to the potential benefits of the project 3. To ensure our significant base of socially deprived communities (which are at risk of falling outside commercial market rollout) can engage in the new more flexible learning and employment opportunities which depend on high-speed fixed and wireless infrastructure 		

2. Who is intended to benefit from the project and in what way

- Majority of spend is on vouchers to support connection to ultrafast broadband (fibre)
- Project will ensure Ultrafast broadband is available to increased numbers of premises in the city
- Wireless solution is also planned for the city (priority areas of city centre, Cowley Road, Headington and Banbury Road initially, as it is more commercially viable due to footfall, with plan to expand into wider parts of Oxford through working closely with eventual telecoms partner).
- Business support aspect is integral to project to ensure businesses realise benefit and support start-ups – this is expected to integrate into the Oxfordshire Better Broadband Project and LEP lead projects to ensure consistency and efficiencies are realised.

3. What outcomes are wanted from this project?

Increased ultrafast broadband connections across the city
Wireless infrastructure to create a wireless city
Economic competitiveness with other cities nationally and globally
Access to Ultrafast broadband for as many business and residents as possible

4. What factors/forces could contribute/detract from the outcomes?

1. Failure to secure the Govt funding
2. Change of Government policy and cancellation of funding
4. Partners withdrawing support for the project.

5. Who are the key partners in relation to the project?	City Council County Council Local Enterprise Partnership University of Oxford Oxford Brookes University Oxfordshire Business First ProOxford Group Oxford and Cherwell Valley College	6. Who is responsible for the Project and who will lead the project?	<p>The bid for funding was made by Oxford City Council (Officers from Policy Team, Economic Development and Corporate Assets have been involved) Lead partners are the County Council (Broadband Team)</p> <p>The bid was Coordinated and led by the Strategic Policy and Partnership Officer.</p> <p>The project delivery will be undertaken by the City Council. A project board led by the City Council has been convened with County Council, University and Government representation to deliver the project</p>
7. Could the project have a differential impact on racial groups?		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered
8. Could the project have a differential impact due to gender?		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered
9. Could the project have a differential impact due disability		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered
10. Could the project have a differential impact on people due to sexual orientation?		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered

11. Could the project have a differential impact on people due to their age		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered
12. Could the project have a differential impact on people due to their religious belief?		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered
13. Could the negative impact identified in 7-12 create the potential for the project to discriminate against certain groups?		No	Please explain No – No negative impacts identified have been identified.
14. Can this negative impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason		No	Please explain for each equality heading (question 8-13) on a separate piece of paper There are no negative impacts identified.
15. Are there implications for the Service Plans?	The project will be inserted into service plans		16. Date the Service Plan will be updated The Plan will be updated November 2013

EXTRACT FROM THE MINUTES

CITY EXECUTIVE BOARD

Wednesday 9 October 2013

79. OXFORD SUPER CONNECTED CITIES PROJECT

The Executive Director, Housing and Regeneration, submitted a report (previously circulated, now appended) that updated the Board on the successful bid to Government for funding of £4.83 million from the Urban Broadband Fund (Phase 2) Super Connected Cities Programme.

Councillor Bob Price, Board Member for Corporate Governance, Strategic Partnerships and Economic Development, presented the report to the Board and provided some background and context. He paid tribute to Sebastian Johnson, City Partnerships Manager, who had been especially involved with this project and had worked so hard upon it. It was anticipated that the scheme would be rolled out early in 2014.

Councillor Jean Fooks addressed the Board and welcomed this project.

Resolved to:-

- (1) Note the update report and the positive funding outcome;
- (2) Agree that CEB recommends to Council approval of an additional £4.83 million within the Councils General Fund Capital Programme in 2014/15 to be funded by Government Grant;
- (3) Agree that CEB gives project approval based on the information provided in this report;
- (4) To delegate authority to David Edwards, Executive Director to lead on management and delivery of the project and give delegated authority to award a contract to a specialist organisation to assist the Council in the delivery of this project.

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To: Full Council

Date: 25th November 2013 **Item No:**

Report of: Head of Finance

Title of Report: Setting of the Council Tax Base 2014-15

Summary and Recommendations

Purpose of report: To seek delegated authority for the Executive Director of Organisational Development and Corporate Services to approve the setting of the "Council Tax Base" for 2014/15 as required by section 33 of The Local Government Finance Act 1992 and the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012.

Key decision: No

Executive lead member: Councillor Ed Turner

Report Approved by:

Finance: Nigel Kennedy (Head of Finance)

Legal: Jeremy Thomas (Head of Law and Governance)

Policy Framework: No

Recommendation(s): Council is asked to agree to delegate the setting of the 2014/15 Council Tax Base for the City Council's area as a whole and for the individual parishes to the Executive Director of Organisational Development and Corporate Services and to the Audit and Governance Committee for subsequent financial years.

Background

1. The Tax Base is the estimate of the taxable capacity of the area for the period. The numbers of dwellings in each valuation band are converted to full charge Band D equivalents. The starting point is the current number of dwellings, exemptions and discounts as at 30th November 2013 and projections are then made for expected movements over the period Dec 1st 2013 – March 31st 2015. Separate calculations are required for a) the whole of the Authority's area and b) for the individual

Parishes and the Unparished areas of the City. The Tax Base will be used by the Council to calculate the yield from Council Tax for 2014/15.

2. The Regulations set a prescribed period for the calculation of the Tax Base, which is between the 1st December and 31st January in the financial year preceding that for which the calculation of the Tax Base is made. The data used in the calculation must be that held as at 30th November and the Tax Base must be conveyed to major precepting authorities by 31st January prior to the financial year.
3. Unfortunately in agreeing the schedule of Council meetings for 2013/14 this time constraint was missed. To avoid the necessity of calling a separate Council or Committee meeting in December or January, Council is therefore requested to give delegated approval to the Executive Director of Organisational Development and Corporate Services to approve the Council Tax Base for 2014/15.
4. For future financial years Council is asked to approve delegation to the Audit and Governance Committee. This will avoid disrupting the scheduling of CEB and Scrutiny agreed as part of the recently implemented governance review.

Calculation Method

5. The method used to calculate the Tax Base is prescribed by the Local Authorities (Calculation of Council Tax Base) Regulations 2012 (SI 2012/2914). The basic calculation is as follows:
 - Number of dwellings in each of the valuation bands
 - Deduct exempt dwellings
 - Deduct dwellings eligible for the Council Tax reduction scheme
 - Adjust for disable reductions
 - Adjust for discounts (25% and 50%)
 - Convert to band D equivalents
 - Allow for projected collection rate

Risk Implications

6. There are no risk implications relating to this report.

Equalities Impact Assessment

7. There are no equalities impact assessment implications relating to this report.

Financial Implications

8. There are no financial implications directly arising from this report. How the Council sets the Tax Base is prescribed by regulation any implications arising from changes to the Tax Base will be dealt with

through the Council's Medium Term Financial Plan which will be reported to Council in February 2014.

Legal implications

9. The Local Government Finance Act 1992 states that Billing Authorities are to calculate their Council Tax Base, based on figures as at 30th November and that notification must be provided to the major precepting authorities by the following 31st January. The Council's Constitution currently allows for the Tax Base to be approved by Full Council although this can be delegated to an officer or a Committee of Council.

Name and contact details of author:

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Financial Accounting Manager
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Background papers: No

Version number: 1

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To: Council

Date: 25th November 2013

Report of: Head of Law and Governance

**Title of Report: COUNCIL AND COMMITTEE PROGRAMME 2014-15 –
ADJUSTMENTS AS A RESULT OF CHANGED 2014
ELECTION DATES**

Summary and Recommendations

Purpose of report: This report sets out a revised programme of Council and Committee meetings for May – July 2014 in consequence of the change in the date of the European and local government elections to 22nd May 2014

Report Approved by:

Finance: Nigel Kennedy

Legal: Jeremy Thomas

Policy Framework: Not applicable

Recommendation(s): That Council approve the revised programme of Council and Committee meetings for the Council Year 2014-15.

Appendices:-

- **Appendix 1 – Revised programme of Council and Committee meetings for the Council Year 2014-15**
 - **Appendix 2 - Details of changes to the programme of Council and Committee meetings for the Council Year 2014-15**
1. Council on 22nd April 2013 agreed the programme of Council and Committee meetings for the Council Years 2013-14 and 2014-15. Council noted that the programme for 2014-15 might need to be adjusted depending upon the date set for the European Union elections and the consequent adjustment to the date of the local government (Council) elections.
 2. The approved timetable was drafted on the basis of the local government elections taking place on 1st May. These will now take

place on 22nd May, the same day as the European Union elections. In consequence, changes have been made to the meetings timetable for the period May – July 2014. Appendix 1 contains the updated meetings programme for the whole of the Council Year 2014-15. Appendix 2 sets out the changes that have been made to the programme for May – July.

3. Council is being recommended to approve the revised programme of meetings for 2014-15.

Name and contact details of author:-

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e-mail: wreed@oxford.gov.uk

Background papers: None

Version number: 1

Programme of Meetings 2014/2015


	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri	Mon	Tue	Wed	Thu	Fri
Apr-14		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30		
		SC	APE	LIC			APW	CEB	(PLAN)		C		MBRIEF						AGC			HCPH	PRC		
May-14				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
				LIC			SC	APW	APE	(PLAN)			CEB					PRC	EURO AND CITY ELECTIONS						
Jun-14	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30				
		M IND	M IND	M IND		C (A)	LGA GPL		LIC			HCPH	APE			SC	APW	(PLAN)	AGC						
Jul-14		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
			CEB		ST				PRC	LIC	C	M BRIEF	APE			PAR	APW	(PLAN)				HCPH			
Aug-14					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
						PRC		APE	LIC			APW		(PLAN)				LIC					PRC		
Sep-14	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
		SC	APE	LIC			APW	CEB	(PLAN)			HCPH	MBRIEF	LIC				LGA GPL	PRC		C	AGC			
Oct-14			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
			APE				SC	APW	(PLAN)			MBRIEF	CEB				LIC		26	27		HCPH	PRC		
Nov-14	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
			APE				SC	APW	(PLAN)			MBRIEF	CEB					PRC	LIC						
Dec-14	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
	C	AGC	APE			PAR	SC	APW	(PLAN)		MBRIEF	HCPH	CEB	LIC			PRC								
Jan-15				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
								APE				APW	MBRIEF	(PLAN)			SC	LIC			PAR	LGA GPL	CEB	PRC	
Feb-15	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27					
	C	SC	APE	HCPH			APW	CEB	(PLAN)			MBRIEF	C(B)			(CEB)	LIC	PRC	AGC						
Mar-15	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31			
		SC C	APE			PAR	APW	CEB				HCPH	MBRIEF	(PLAN)			SC		LIC			PRC			
Apr-15			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	
			CEB					APE			C	APW	(PLAN)					MBRIEF	AGC			HCPH	SC	PRC	
May-15					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	39
								APE	GENERAL ELECTION			APW	CEB	(PLAN)		C(A)	LGA GPL	MBRIEF					PRC	LIC	

Key
 AGC- Audit and Governance Committee
 AP E - East Area Planning Committee
 AP W - West Area Planning Committee
 C- Council

CEB - City Executive Board

HCPH - Hackney Carriage and Private Hire Licencing Sub - Committee
 GPL - General Purposes Licencing Committee
 LGA - Licencing and Gambling Acts Committee
 M BRIEF - Member Briefing
 M IND - Member Induction

PRC - Planning Review Committee
 PAR - Meeting with Parish Councils

SC - Scrutiny Committee

 ST - Standards Committee

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APPENDIX 2

Council and Committee Meetings – Detail of Changes in May – July 2014

MEETING	DATE	COMMENT
Licensing Hearing	1 May	End of May elections enables this meeting to be programmed
Scrutiny	6 May	Meeting relates to CEB on 14 May
Planning West	7 May	End of May elections enables planning meetings to be programmed in May
Planning East	8 May	As above
City Executive Board	14 May	This is an 'if necessary' meeting depending upon need
Planning Review Committee	21 May	To take any call-ins from the May East and West meetings
Member Induction	3-5 June	To follow the revised date for local elections
Annual Council	9 June	
LGA and GPL Committees	10 June	These need to follow as closely after Annual Council as possible in order to set up the casework sub-committees
Member Briefing	18 June	CANCELLED in June because of the member induction programme earlier in the month
Planning East	18 June	
Scrutiny	23 June	Meeting relates to CEB on 2 July
Planning West	24 June	
City Executive Board	2 July	First meeting after local elections/Annual Council
Standards	4 July	Moved from 13 June
Planning Review Committee	9 July	To take any call-ins from the June East and West meetings
Council	14 July	
Planning East	16 July	
Meeting with parishes	21 July	Moved from 30 June
Planning West	22 July	
Planning Review Committee	4 August	To take any call-ins from the July East and West meetings

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CITY EXECUTIVE BOARD

Wednesday 9 October 2013

COUNCILLORS PRESENT: Councillors Price (Leader), Turner (Deputy Leader), Brown, Cook, Curran, Kennedy, Lygo, Rowley and Seamons.

69. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Tanner.

70. DECLARATIONS OF INTEREST

No declarations of interest were received

71. PUBLIC QUESTIONS

No public questions were submitted.

72. SCRUTINY COMMITTEE REPORTS

The following reports (now appended) were submitted to the meeting by the Scrutiny Committee:-

- City Deal
- Community and Voluntary Organisations – Grants

Councillor Mark Mills, Scrutiny Chair, presented the reports and their recommendations to the Board and provided some background and context.

City Deal Bid

Scrutiny made the following recommendations:-

- (1) For the expected future reports (recommendation 4 in the City Deal report) to establish the principle of public scrutiny through local Authority Scrutiny Committees and discuss how this might work.

Agreed by the Board

- (2) In developing the ambitions and programmes within the “Skills” heading for Joint Committee members to ensure that education, training and apprenticeship programmes are accessible to all through local schools and other educational bodies, with an emphasis on early advice and guidance to young people so that they are “work ready” for real jobs. For the emphasis of these programmes to be in areas of highest deprivation.

Agreed by the Board.

Grants Programme Commissioning Review

Scrutiny made the following recommendation:-

That a member of the Scrutiny Committee has a seat on the Welfare Reform Members' Panel. This would be Councillor Van Coulter until May 2014

Response from Board Member: Councillor Susan Brown, Board Member for Benefits and Customer Services, understood that Scrutiny wanted member input into the process of welfare advice commissioning. Whilst she was happy for a scrutiny member to be involved, she was concerned that there could be a conflict if both scrutiny and executive members sat on the same body.

In reply, Councillor Mills indicated that he understood that Councillor Coulter would be happy to adopt an observer role on the Welfare Reform Members Panel.

Councillor Susan Brown was content with that suggestion and the Board therefore agreed the recommendation from scrutiny, amended so that Councillor Coulter was an observer to the Panel.

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

The following Councillors indicated a wish to speak when the following agenda items were reached:-

Councillor Goddard – agenda item 8 (Planning Annual Monitoring Report);

Councillor Jean Fooks – agenda items 6 (Westgate Temporary Car and Coach Parking), 10 (City Deal Bid) and 11 (Oxford Super Connected Cities Project)

74. WESTGATE - TEMPORARY CAR AND COACH PARKING

The Head of Corporate Property submitted a report (previously circulated, now appended) that sought approval for the inclusion of the Westgate temporary car and coach parking scheme into the Council's capital programme.

Councillor Bob Price, Board Member for Corporate Governance, Strategic Partnerships and Economic Development, and David Edwards, Executive Director, Housing and Regeneration, presented the report to the Board and explained the background to it. He indicated that an additional 200 car parking spaces may be made available close to Oxpens. Oxfordshire County Council was satisfied that the proposed drop off and pick up arrangements could work.

Councillor Jean Fooks, Liberal Democrat Leader, addressed the Board on the contents of the report, and in particular asked about the current usage figures of the Westgate Car Park.

Peter Sloman (Chief Executive) explained that the Council had obtained external valuation advice in order to confirm that the Council was not subsidising the Westgate development; since the Council was not permitted to subsidise a private operator.

Resolved to:-

- (1) Recommend to Council the inclusion of an amount of £3.3 million funded from an earmarked reserve in the Council's capital programme for the scheme as detailed herein relating to the provision of temporary car and coach parking during construction of the Westgate scheme of redevelopment, together with approval to transfer funding from the Council's Park and Ride works budget, if required;
- (2) Grant formal project approval for the temporary car and coach parking scheme detailed herein;
- (3) Grant delegated authority to the Executive Director, Housing and Regeneration to award any required contracts in relation to the implementation of this matter;
- (4) Subject to approval and the obtaining of necessary planning and any other consents note the intention to, upon the Development Agreement for the main scheme with the Westgate Oxford Alliance going unconditional, to procure the implementation of this scheme in accordance with required timescales.

75. WEST END DEVELOPMENT - DESIGN REVIEW PANEL

The Head of City Development submitted a report (previously circulated, now appended) that set out proposals for refreshing the City Council's approach to promoting design quality in new developments.

Councillor Colin Cook, Board Member for City Development, presented the report to the Board and provided some background and context. The intention of the design review panel was to achieve some good quality design and architecture in Oxford.

Councillor Price added that the work of the design panel would run parallel to, but separate from, the planning process.

Resolved to agree that a new Oxford Design Review Panel be established.

76. PLANNING ANNUAL MONITORING REPORT 2012/13

The Head of City Development submitted a report (previously circulated, now appended) that sought approval Annual Monitoring Report for publication.

Councillor Colin Cook, Board Member for City Development, presented the report to the Board and provided some background and context. He noted that there was one indicator that was in the "red" category (new Class B1 use), but this was not of great concern as it was expected to be "green" next year.

Councillor Price added that there was much good work being carried out on, for example, the introduction of CIL, Barton and the Northern Gateway developments.

Councillor John Goddard addressed the Board, and emphasised that there was a lot of delivery to be done to ensure that things that matter – homes, jobs and the retention of decent green space – were achieved.

Resolved to:-

- (1) Approve the Annual Monitoring Report 2012/2013 for publication;
- (2) Authorise the Head of City Development to make any necessary additional corrections to the document prior to publication.

77. BARTON AND NORTHWAY REGENERATION STRATEGY

The Head of City Development submitted a report (previously circulated, now appended) that sought the approval of the Board for the Barton and Northway Regeneration Strategy.

Councillor Bob Price, Board Member for Corporate Governance, Strategic Partnerships and Economic Development, introduced the report.

Councillor Mike Rowley, Board Member for Leisure, provided some background and context to the report. He welcomed the input from members, officers and the Barton Community Association, and in particular the emphasis on educational attainment and the enhancement of community facilities. Councillor Ed Turner, Board Member for Finance, Efficiency and Strategic Asset Management, added that it would be important to ensure that Oxfordshire County Council was fully on board with the aims and ambitions of the strategy.

Resolved to:-

- (1) Approve the Barton and Northway Regeneration Strategy. The development of the land at Barton provides an opportunity to contribute to the regeneration of the wider Barton / Northway area;
- (2) Approve the Delivery Plan which sets out the 'indicative financials' of the projects and programmes that will be expected to be delivered through the City Council's main stream funding and that of our partners alongside any direct benefits brought forward by the new development;
- (3) Authorise the Head of City Development to make any necessary editorial changes, updates and or corrections to the document prior to publication, in consultation with the Board Member

78. CITY DEAL

The Executive Director, City Regeneration and Housing, submitted a report (previously circulated, now appended) concerning the progress of the City Deal bid to Government.

Councillor Bob Price, Board Member for Corporate Governance and Strategic Partnerships, presented the report to the Committee, and provided some background and context. David Edwards added that presentation to the Ad Hoc Ministerial Group was provisionally booked for the end of October (still to be confirmed). There was strong Government interest in helping with the Oxpens development.

Councillor Jean Fooks addressed the Board and welcomed the City Deal bid.

Councillor Price referred to the recommendations from Scrutiny. He clarified that the Joint Statutory Committee would handle the decision making process, and that only local authorities would have voting rights on it. Scrutiny of the process should be handled by local authorities.

Resolved to:-

- (1) Note this report;
- (2) Formally support the overarching focus of the City Deal Bid;
- (3) Agree in principle to the commitments being asked of Oxford City Council;
- (4) Note the governance arrangements in principle, and to receive future reports which will provide the detail of what the Joint Statutory Committee will be carrying out and what delegations will need to be made to it;
- (5) Delegate authority to the Chief Executive to lead on negotiations with partners and Government

79. OXFORD SUPER CONNECTED CITIES PROJECT

The Executive Director, Housing and Regeneration, submitted a report (previously circulated, now appended) that updated the Board on the successful bid to Government for funding of £4.83 million from the Urban Broadband Fund (Phase 2) Super Connected Cities Programme.

Councillor Bob Price, Board Member for Corporate Governance, Strategic Partnerships and Economic Development, presented the report to the Board and provided some background and context. He paid tribute to Sebastian Johnson, City Partnerships Manager, who had been especially involved with this project and had worked so hard upon it. It was anticipated that the scheme would be rolled out early in 2014.

Councillor Jean Fooks addressed the Board and welcomed this project.

Resolved to:-

- (1) Note the update report and the positive funding outcome;
- (2) Agree that CEB recommends to Council approval of an additional £4.83 million within the Councils General Fund Capital Programme in 2014/15 to be funded by Government Grant;
- (3) Agree that CEB gives project approval based on the information provided in this report;
- (4) To delegate authority to David Edwards, Executive Director to lead on management and delivery of the project and give delegated authority to award a contract to a specialist organisation to assist the Council in the delivery of this project.

80. COMMUNITY AND VOLUNTARY ORGANISATIONS GRANTS PROGRAMME - REVIEW

The Head of Leisure, Parks and Communities and the Head of Customer Services submitted a report (previously circulated, now appended) concerning the review of the community and voluntary organisations grants programme.

Councillor Bob Price, Board Member for Corporate Governance, Strategic Partnerships and Economic Development, presented the report to the Board. Councillor Steve Curran, Board Member for Youth and Communities, provided some background and context; and Councillor Susan Brown, Board Member for Benefits and Customer Services, added that there was an intention to work closely with the money advice centres.

Councillor Ed Turner, Board Member for Finance, Efficiency and Strategic Asset Management, pointed out that Oxford City Council was one of only five Councils that had expanded its investment in this area.

Resolved to:-

- (1) Approve the programme for the (one-year) annual open bidding grants programme, youth ambition grants programme and the social inclusion programme for 2014/2015;
- (2) Continue the 3 year commissioned funding approach from April 2014 for all themes except the advice and money management theme, which for a transition year will be a one year programme from April 2014, subsequently reverting to a three year cycle;
- (3) Approve the funding themes and commissioning approach as outlined in Appendix 2

81. PROPOSAL TO PROCEED WITH A CONTRACT TO UNDERTAKE COMMERCIAL WASTE COLLECTIONS AND ENVIRONMENTAL IMPROVEMENT SERVICES FOR AN EXTERNAL PUBLIC SECTOR CLIENT

The Executive Director Community Services submitted a report (previously circulated, now appended) seeking the Board's approval to tender for commercial waste collections and environmental improvement services to a public body.

Councillor Ed Turner, Board Member for Finance, Efficiency and Strategic Asset Management presented the report to the Board and provided some background and context. He paid tribute to officers whose hard work had enabled to proposal to reach this stage.

Resolved that:-

- (1) The Executive Director of Community Services be authorised in conjunction with the Head of Finance to enter into an appropriate contract with the public sector body identified in the Not for Publication Annex attached to the report for the supply of various commercial waste services;
- (2) The Board notes that in the event that the tender is successful that capital expenditure will be required to fulfil the contract, which will require an addition to the Council's Capital Programme.

82. LANHAM WAY - COMPULSORY PURCHASE

The Head of Housing and Property, and the Service Manager Regeneration and Major Projects, submitted a report concerning compulsory purchase proceedings in relation to a long term empty property in Lanham Way.

Councillor Scott Seamons, Board Member for Housing, presented the report to the Board and explained the background to it. It was important to explore all avenues in order to bring properties back into use. The Council had tried, since 2006, to bring this particular property into use, but without success.

Mel Mutch, Empty Property Officer, added that the Council had offered encouragement, and many suggestions concerning the means by which this property could be brought back into use over a considerable period. However, the progress made was not considered to be significant.

Resolved to:-

- (1) Authorise the Head of Housing and Property, in consultation with the Head of Law and Governance, the Head of Finance and the Regeneration and Major Projects Service Manager, to initiate compulsory purchase proceedings to acquire all interests in the property situated in Lanham way, on the basis set out in the report;

- (2) In the event that the decision is taken to initiate compulsory purchase proceedings, to authorise the Head of Law and Governance to take all necessary steps to secure the making, confirmation and implementation of the Compulsory Purchase Order pursuant to section 226(1)(a) of the Town and Country Planning Act 1990, including the publication and service of all notices and presentation of the Council's case at any public enquiry;
- (3) Authorise the Service Manager of Regeneration and Major Projects to take all necessary action to acquire and obtain possession of the property, either compulsorily or by agreement, and to negotiate and agree all matters related to compensation payments;
- (4) Authorise the Service Manager of Regeneration and Major Projects to dispose of the property in accordance with the Disposal options set out in the report;
- (5) Recommend to Council that provision is made in the 2013/2014 budget for the Compulsory Purchase of the property as detailed in the confidential appendices.

83. FUTURE ITEMS

Nothing was raised under this item.

84. MINUTES

Resolved to confirm as a correct record the minutes of the meeting held on 11th September 2013.

85. MATTERS EXEMPT FROM PUBLICATION

Resolved to exclude the press and public from the meeting during consideration of the items in the exempt from publication part of the agenda in accordance with the provisions in Paragraph 21(1)(b) of the Local Authorities (Executive Arrangements) (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 and that, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

Summary of business transacted by the Board after passing the resolution contained in minute 85

The Board received and noted the contents of not for publication appendix to the reports at item 6 (minute 74 refers);

The Board received and noted the contents of not for publication appendix to the reports at item 13 (minute 81 refers);

The Board received and noted the contents of not for publication appendix to the reports at item 14 (minute 82 refers).

86. WESTGATE - TEMPORARY CAR AND COACH PARKING

The Board received and noted the contents of a not for publication appendix (previously circulated) to the report at agenda item 6 (minute 74 refers).

The Board decided not to release the appendix from confidentiality because the information contained within it was, and remains, commercially sensitive.

87. PROPOSAL TO PROCEED WITH A CONTRACT TO UNDERTAKE COMMERCIAL WASTE COLLECTIONS AND ENVIRONMENTAL IMPROVEMENT SERVICES FOR AN EXTERNAL PUBLIC SECTOR CLIENT

The Board received and noted the contents of a not for publication appendix (previously circulated) to the report at agenda item 13 (minute 81 refers).

The Board decided not to release the appendix from confidentiality because the information contained within it was, and remains, commercially sensitive.

88. LANHAM WAY COMPULSORY PURCHASE

The Board received and noted the contents of a not for publication appendix (previously circulated) to the report at agenda item 14 (minute 82 refers).

The Board decided not to release the appendix from confidentiality because the information contained within it was, and remains, commercially sensitive.

The meeting started at 5.00 pm and ended at 6.12 pm

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CITY EXECUTIVE BOARD

Wednesday 13 November 2013

COUNCILLORS PRESENT: Councillors Price (Leader), Turner (Deputy Leader), Brown, Cook, Curran, Kennedy, Lygo, Rowley, Seamons and Tanner.

89. APOLOGIES FOR ABSENCE

There were no apologies.

90. DECLARATIONS OF INTEREST

No declarations of interest were received

91. PUBLIC QUESTIONS

There were no public questions.

92. SCRUTINY COMMITTEE REPORTS

The following reports from Scrutiny were submitted (now appended):-

- Oxpens Masterplan Supplementary Planning Document –Adoption
- Waste and Recycling Strategy
- Riverside Land – Acquisition

The reports were taken with the related reports elsewhere on the agenda (minutes 94, 95 and 96 refer).

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

With the agreement of the Chair, Councillor Fooks addressed the Board on the subject of minute 94 (Oxpens Masterplan Supplementary Planning Document).

94. OXPENS MASTERPLAN SUPPLEMENTARY PLANNING DOCUMENT

The Head of City Development submitted a report (previously circulated, now appended). The Board also had before it a Scrutiny report (previously circulated, now appended) on the subject.

The Chair of the Scrutiny Committee spoke to the Scrutiny report. Councillor Fooks addressed the meeting.

The Chair of the Scrutiny Committee said, in summary, that the Committee had generally welcomed the Plan. He referred to the list of items in the report about which some Scrutiny members had concerns.

Councillor Fooks expressed concerns about the Masterplan. In summary she felt that it missed the opportunity to achieve a necessary balance between housing and jobs. More housing was needed in the City and the Plan should recognise this. Councillor Fooks also had concerns about traffic impacts.

The Leader said that it was indeed important to get the balance of land uses right. The Plan was illustrative of development but was not firm in terms of the balance of land uses

Resolved to:-

- (1) Adopt the Oxpens Masterplan Supplementary Planning Document as modified in the light of consultation in the form set out in Appendix 5 to the report subject to the ice rink being referred to in Chapter 6 of the Document;
- (2) Endorse the Strategic Environmental Assessment Combined Screening and Scoping Report that formed Appendix 3 to the report;
- (3) Authorise the Head of City Development in consultation with the Board Member to make any necessary editorial corrections to the Supplementary Planning Document prior to final publication.

95. WASTE AND RECYCLING STRATEGY

The Head of Environmental Development submitted a report (previously circulated, now appended). The Board also had before it a Scrutiny report (previously circulated, now appended) on the subject.

The Chair of the Scrutiny Committee spoke to the Scrutiny report. He referred to the six recommendations in the report and paid tribute to the work of the recycling panel in pre-scrutinising the Waste Strategy report and formulating constructive recommendations.

The Board member commended each of the recommendations to the Board save for recommendation 2 (costing pre-scrutiny and diversion of recyclable for household waste). He considered that not to be financially viable.

Resolved:-

- (1) That the Waste and Recycling Strategy that forms Appendix 1 to the report be adopted as a strategy within the Sustainable Strategy for Oxford policy framework subject to the Waste and Recycling Strategy's Vision making it clear that waste was a resource and a commodity from which the Council could generate income, and that the Council should continually be looking for further opportunities to benefit financially from the waste that the City produces;
- (2) In pursuance of the Strategy, to agree:-
 - (a) to provide to the Scrutiny Committee more detailed information on the costing and feasibility for the options that had been

considered to recycle food from flats alongside the details of the current capital bid;

- (b) more actively to use the waste enforcement penalties to convince residents who do not present waste in the manner required;
- (c) to investigate, through the Oxfordshire Waste Partnership, local opportunities to reduce excess packaging and the use of plastic bags;
- (d) to take all opportunities to promote the benefits of food waste separation to commercial customers and investigate opportunities to offer incentives to new business customers.

96. RIVERSIDE LAND - ACQUISITION

The Head of Environmental Development and the Regeneration and Major Projects Manager submitted a report (previously circulated, now appended). The Board also had before it a Scrutiny report (previously circulated, now appended) on the subject.

Resolved to:-

- (1) Approve the acquisition by adverse possession of the strip of land adjacent to Abbey Road as shown on the plan that forms Appendix 1 to the report to allow the Council to regularize mooring on the land;
- (2) Subject to (1) above, to agree limited visitor mooring to the southern section of the acquired land;
- (3) Note the offer of assistance from local residents in the matter of managing and maintaining the riverside land, the subject of the report.

97. FUTURE ITEMS

The Democratic Services Manager said that the draft agenda for the December Board meeting contained ten substantive items.

98. MINUTES

The minutes of the meeting held on 9th October 2013 were approved as a correct record.

The meeting started at 5.00 pm and ended at 5.38 pm

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To: Council

Date: 25th November 2103

Report of: The Head of Policy, Communication and Culture

Title of Report: **The Oxfordshire Health and Wellbeing Board**

Summary and Recommendations

Purpose of report: To inform members of the work of the Oxfordshire Health and Wellbeing Board and to answer questions about the work of the Partnership.

Report approved by:

Finance: Emma Burson, Business Partners

Legal: Lindsay Cane, Legal Services Manager

Executive lead member: Councillor Ed Turner

Policy Framework: The Corporate Plan

Recommendation:

1. Council is asked to comment on and note the contents of the report.

The role of the Oxfordshire Health and Wellbeing Board

1. The Health and Wellbeing Board is a partnership between local government, the NHS and the people of Oxfordshire. It includes local GPs, councillors, Healthwatch Oxfordshire, and senior local government officers. Information on Board Membership is available in Annex 1.
2. The Board has been set up to ensure that we work together to improve everyone's health and wellbeing, especially those who have health problems or are in difficult circumstances. Further information can be found in the link below.

<http://www.oxfordshire.gov.uk/cms/public-site/health-and-wellbeing-board>

3. In April 2013 the Board made the transition from being a 'Shadow' Board to taking on a statutory status as a sub-committee of Oxfordshire County Council.

4. The Board is made up of three partnership boards and a Public Involvement Network. Each partnership board will report directly to the Health and Wellbeing Board regarding the priorities it is responsible for. The partnership boards are:
 - The Health Improvement Partnership Board
 - The Adult Health and Social Care Partnership Board
 - The Children and Young People's Partnership Board
5. The Health and Wellbeing Board provides strategic leadership for health and wellbeing across the county and will ensure that plans are in place and action is taken to realise those plans.
6. Councillor Ed Turner, Deputy Leader of Oxford City Council, is one of the two District Council representatives on the Health and Wellbeing Board (the other is Councillor Mark Booty, Executive Board Member from West Oxfordshire). Councillor Ed Turner is also Vice Chair of the Health Improvement Board. The City Council requested a place on the Children and Young People's Board but this was not agreed.

Joint Health and Wellbeing Strategy

7. A key requirement of the Health and Wellbeing Board is to oversee the delivery of an Oxfordshire Joint Health and Wellbeing Strategy. This will steer the major strategic work on health and wellbeing in Oxfordshire. The Strategy should be based upon the needs identified in the 'Joint Strategic Needs Assessment' (JSNA).
8. The strategy sets out what we want to do to improve the health and wellbeing of people of all ages across the county. It explains how the Health and Wellbeing Board plans to do this by working in partnership with people in different organisations, such as health services and local authorities.

Current focus

9. The City Council has tried to influence the development of the Joint Strategic Needs Assessment and has requested that information is provided at a ward level, or smaller level, where possible, in order to highlight and enable the tackling of inequalities in health and other outcomes.
10. The City Council Social Research Officer reviews any statistical evidence provided to ensure that the needs of the city are adequately represented.

The vision

11. The vision states that by 2016 in Oxfordshire:
 - More children and young people will lead healthy, safe lives and will be given the opportunity to develop the skills, confidence and opportunities they need to achieve their full potential.

- More adults will have the support they need to live their lives as healthily, successfully, independently and safely as possible, with good timely access to health and social care services.
- Everyone will be given the opportunity to voice their opinions and experiences to ensure that services meet their individual needs.
- The best possible services will be provided within the resources we have, giving excellent value for the public.

The priorities

12. The priorities identified in the strategy provide the focus for the vision. They have been identified as the most important and challenging issues facing the health and wellbeing of the people of Oxfordshire. The priorities have been identified through the Joint Strategic Needs Assessment as well as through wide consultation with the general public, voluntary organisations, community groups, councillors, GPs and staff of other NHS and care organisations across Oxfordshire. The priorities are shown below:

a) Children and young people

Priority 1: all children have a healthy start in life and stay healthy into adulthood.

Priority 2: narrowing the gap for our most disadvantaged and vulnerable groups.

Priority 3: keeping all children and young people safer.

Priority 4: raising achievement for all children and young people.

Current focus

- A 'Raising Achievement' workshop took place on 25th February 2013 attended by 50 plus parents and carers, young people and a range of professionals.
- A 'Keeping all Children Safe' workshop was held jointly with the Oxfordshire Safeguarding Children's Board on 11th October 2012, attended by over 200 people.
- 'The Child and Families Journey' workshop was held in April 2013 aimed at improving the way that children and families access services.
- The 'Oxfordshire Children and Young People's Plan 2014-17' is in the process of being developed. However, this is rather challenging given the budget position of the county council and the possibility of closures of Children's Centres and Early Intervention Hubs.
- Oxford City Council has also developed an 'Oxford City Council Children and Young People's Plan 2014-17'. This plan sets out the needs of children, young people and families in the city and how Oxford City Council services contribute to the delivery of the Health and Wellbeing Board priorities. This Plan will be going to the City Executive Board in December to be agreed for public consultation. It is proposed that it will be adopted in March 2014.

b) Adult Health and Social Care

Priority 5: living and working well: adults with long term conditions, physical or learning disability or mental health problems living independently and achieving their full potential.

Priority 6: support older people to live independently with dignity whilst reducing the need for care and support.

Priority 7: working together to improve quality and value for money in the health and social care system.

Current focus

- On June 2013 a workshop was held to develop the implementation plan for the new Carers' Strategy into practice.
- A number of additional services have been placed within an Older People's Pooled budget to be overseen by Oxfordshire County Council and the Oxfordshire Clinical Commissioning Group. Services within the pooled budget include: dementia, and stroke services, end of life care and mental health services.
- An Older People's Joint Commissioning Strategy was launched in June 2013. As a result new management arrangements have been put in place to deliver the Joint Commissioning Action Plan.
- A key area of discussion with the Oxford City Council and other District Councils has been the need for older people's housing and at what level and type of provision is required.
- It is currently difficult to assess what the impact of the County Council budget cuts will be on these services.

c) Health improvement

Priority 8: preventing early death and improving quality of life in later years.

Priority 9: preventing chronic disease through tackling obesity.

Priority 10: tackling the broader determinants of health through better housing and preventing homelessness.

Priority 11: preventing infectious disease through immunisation.

Current focus

- The Health Improvement Partnership has established the Housing Support Advisory Group which support the commissioning of housing support services

and which will report on a number of indicators relating to Priority 10. In June the Board hosted a meeting to progress the re-commissioning of the homelessness pathway in Oxfordshire. It is currently difficult to assess what the impact of the County Council budget cuts will be on these services; the City Council will defend robustly our facilities to support homeless and vulnerable people..

- The Public Protection Forum will report to the Health Improvement Board key issues within public health that are the responsibility of the Director of Public health.
- The City Council is looking towards developing its relations with the Oxford City Clinical Commissioning Group, public health and social services and to look at ways in which we can improve how we work together. In January 2013 Oxford City Council will be hosting a Round Table Event in with the aim to:
 - Better understand and improve referrals from health professionals to council and other relevant services, particularly in relation to the private rented sector accommodation enforcement, affordable warmth and fuel poverty, disabled facilities grants and benefits and income.
 - To consider ways that, as a landlord, the council can promote healthy lifestyles, particularly in relation to the take up of health checks, promotion of leisure and sports activities, and support to Public Health campaigns and promotions.

Measuring progress

13. Details of progress measures and targets for each of the priorities are provided in the Joint Health and Wellbeing Strategy and are regularly reviewed at the Board meetings.

Public Involvement

14. The Public Involvement Network (PIN) has been established to provide an opportunity for the public to take part in events and have a say about issues that affect health and wellbeing across Oxfordshire - including social care, education, housing and public health. It is possible to register online and choose specific areas of interest and preferred ways to take part. It is also possible to access the PIN Newsletter (a link to this is regularly provided within Council Matters).

Resources

15. There are no immediate financial implications related to Oxford City Council's Involvement within the Health and Wellbeing Boards. All current involvement and services are currently provided within existing City Council budgets.
16. Oxfordshire County Council is currently consulting on make substantial reductions to budgets which may impact upon the delivery of services which deliver the priorities set out above. Of particular concern is the potential impact of this on children and young people, the elderly and housing services, particularly on the most vulnerable groups in the City.

Legal Implications

17. There are no legal implications arising from this report.

Name and contact details of author:-

Name: Val Johnson

Job title: Policy and Partnership Team Manager

Service Area: Policy Communications and Culture

Tel: 01865 0 252209 **e-mail:** vjohnson@oxford.gov.uk

List of background papers:

Further information can be found on the web site link below.

<http://www.oxfordshirelep.org.uk/cms/content/about-oxfordshire-local-enterprise-partnership>

Version number: 2

Annex 1

H&WB Board members:

Chairman – Councillor Ian Hudspeth, Oxfordshire County Council
Vice Chairman - Dr Stephen Richards, Oxfordshire Clinical Commissioning Group
Board Members:
Councillor Mark Booty (West Oxfordshire District Council) Chairman of the Health Improvement Partnership Board)
Councillor Mrs Judith Heathcoat (Oxfordshire County Council) Chairman of the Adult Health & Social Care Partnership Board
Councillor Hilary Hibbert-Biles(Oxfordshire County Council) Cabinet Member for Public Health & Voluntary services
John Jackson Director for Social and Community Services
Dr Mary Keenan (Oxfordshire Clinical Commissioning) Group Chairman of the Children & Young People’s Partnership Board
Jim Leivers Director for Children, Education and Families
Dr Joe McManners(Oxfordshire Clinical Commissioning Group)Vice Chairman of the Adult Health and Social Care Partnership Board
Dr Jonathan McWilliam(Oxfordshire County Council) Director of Public Health
Matthew Tait Area Director, Thames Valley NHS Commissioning Board
Councillor Melinda Tilley (Oxfordshire County Council) Vice Chairman of the Children and Young People’s Partnership Board
Councillor Ed Turner (Oxford City Council) Vice Chairman of the Health Improvement Partnership Board
Larry Sanders, Chairman of Healthwatch Oxfordshire

CYP Board members

Chairman – Dr Mary Keenan	
Vice Chairman - Councillor Melinda Tilley	
<i>Board Members:</i>	Clinical Commissioning Group
Dr Matthew Gaw	
Cllr Hilary Hibbert-Biles	Cabinet Member for Public Health and the Voluntary Sector, Oxfordshire County Council (OCC)
Andrea Hickman	Chairman, Oxfordshire Safeguarding Children’s Board
Vicky Kirby	Public Involvement Network
Jim Leivers	Director for Children’s Services, OCC
Cllr G.A. Reynolds	District Council representative
Mandy Rose	Oxford University Hospital Trust
Pauline Scully	Oxford Health
Liz Smith	Public Involvement Network
Chief Inspector Jim Weems	Thames Valley Police

Adult Health and Social Care Board members

Chairman – Councillor Mrs Judith Heathcoat	
Vice Chairman - Dr Joe McManners	
<i>Board Members:</i> Cllr Anna Badcock	District Council representative

David Chapman
Lorraine Foley

Oxfordshire Clinical Commissioning Group
Director of Commissioning and
Partnerships, Oxfordshire Clinical
Commissioning Group

Jeremy Hutchins

Public Involvement Network
Representative

John Jackson

Director for Social & Community Services,
Oxfordshire County Council

Marie Tidball

Public Involvement Network
Representative

HIB members

Chairman – District Councillor Mark Booty
Vice Chairman - City Councillor Ed Turner
Board Members: Cllr Anna Badcock
Ian Davies

South Oxfordshire District Council
Cherwell & South Northants District
Council

Peter von Eichstorff
Dave Etheridge

Clinical Commissioning Group
Chief Fire Officer & Head of Community
Safety

Cllr Hilary Hibbert-Biles

OCC – Cabinet Member for Public Health
and Voluntary Sector

Cllr G.A. Reynolds
Aziza Shafique
Cllr Alison Thomson
Dr Jonathan McWilliam
Jackie Wilderspin

Cherwell District Council
Public Involvement Network
Vale of White Horse District Council
Director of Public Health
Assistant Director for Public Health

To: Council

Date: 25th. November 2013

Report of: Chair of the Scrutiny Committee.

Title of Report: Scrutiny Briefing

Purpose of report: To update Council on the activities of scrutiny and other non executive councillors since the Committee was appointed in May.

Introduction

1. The Scrutiny Committee has met twice since the last briefing and has reviewed a number of decisions on their way to the City Executive Board. This is an important part of the committee's public holding to account role and one I know non-executive members value. I would like to thank all members of the committee for their constructive engagement in these debates and even though members don't always agree I have been impressed by the willingness to come to a constructive view.
2. The protocol for the consideration of "Councillor Calls for Action", the outline of which was agreed at Council last time, have been considered by the Scrutiny Committee and working arrangements have been agreed. If members want details of these they are available in the Constitution or from Pat Jones, contact details at the end of this report.
3. I would like to remind members if they are interested in any of the issues in the Scrutiny Work Programme or have issues they want to raise, they should do this through one of the protocols or directly with Pat Jones or me.

Current Activity

4. The Committee have discussed the interim finding of the Covered Market Review and agreed that these can go forward within the same

timetable as the Strategy for the Market which is currently out for consultation. This timetable will bring final recommendations from Scrutiny Members to the Committee meeting in January.

5. The Recycling Panel sent interim views on the Waste and Recycling Strategy, via the Scrutiny Committee, to the City Executive Board in November and their views on “incentives to recycle” are expected at the committee by the end of the year.
6. Members considering the “empowerment” of a number of minority groups in Oxford have been running focus groups to better understand the views and issues of these communities. A report on their findings is expected in December. I would like to thank the staff in Community Development for their support in this work.
7. In the Finance Panel members have agreed the scope for their review of the forthcoming budget which will start in December and finish in time for the City Executive Board to consider on the 12th February.
8. Members considering on-going flooding issues in the City have considered a briefing from officers on the current activity of the City Council and Thames Water and have agreed a scope for their further inquiries. I will be able to provide more details on this work at the next briefing.

Standard Information

9. The information I presented to you last time has been updated to show the progress made and is attached at Appendix 1. In addition to the larger reviews a number of other inquiries are being pursued by the Scrutiny Committee at their formal meetings and in the Standing Panels. Council can see some of these in agenda schedules but more detail can be found in the full Scrutiny Work Programme which can be viewed via any scrutiny agenda, on line or is available from Pat Jones, contact details at the end of this report.
10. A number of recommendations from Scrutiny have been considered by the City Executive Board and Council will see from the information attached that most of these have been accepted. I am grateful for the continued attendance of Board Members at meetings and the open and collaborative way the Executive work with Scrutiny

Councillor Mark Mills – Chair of the Scrutiny Committee
Email: cllrmills@oxford.gov.uk
Tele: 07525751584

Contact detail Pat Jones – Principal Scrutiny Officer
Email: phjones@oxford.gov.uk
Tele: 01865 252191

Appendix 1

Appendix 1

Committee Agenda Schedules

Each agenda will have 2 standing items:

- Work programme and recommendation progress
- Forward Plan

Date	Agenda Item
4 th . June	<ol style="list-style-type: none"> 1. Scrutiny operating arrangements. 2. Forward Plan. 3. Pre-scrutiny – Discretionary Housing Payments. 4. Pre-scrutiny – End of Year Integrated Report. 5. Pre-scrutiny – Corporate Debt Management Policy. 6. Pre-scrutiny – Appointment of Main Contractor for Affordable Homes Programme.
2 nd . July	<ol style="list-style-type: none"> 1. Work programme selection and set up. 2. Fusion Contract End of Year Performance 2012 - 2013. 3. Pre-scrutiny – Emissions Strategy and Air Quality Action Plan. 4. Pre-scrutiny- Youth Ambition Strategy.
5 th . September	<ol style="list-style-type: none"> 1. Performance Monitoring – Qtr. 1. 2. Discretionary Housing Payments – Monitoring Report. 3. Pre-scrutiny - Riverside Land (item delayed at CEB). 4. Pre-scrutiny -Customer Contact Strategy. 5. Pre-scrutiny -Oxfutures Fund (item delayed indefinitely) 6. Pre-scrutiny – City Deal (item delayed at CEB)) 7. Pre-scrutiny -Grants Programme Commissioning Review (item delayed at CEB).
1 st . October	<ol style="list-style-type: none"> 1. Community Safety issues – Board Member. 2. Interim Covered Market – Panel report. 3. Pre-scrutiny – City Deal. 4. Pre-scrutiny – Review of the Community and Voluntary Organisations Grants Programme.
5 th . November	<ol style="list-style-type: none"> 1. Performance Monitoring – Qtr. 2. 2. Pre-scrutiny - Oxpens Master Plan – consultation outcome. 3. Councillor Calls for Action 4. Pre-scrutiny – Riverside Land 5. Recycling – Panel update and pre-scrutiny of the Waste and Recycling Strategy.

3 rd . December	<ol style="list-style-type: none"> 1. Panel advice on Thames Water investment. 2. Enfranchisement and Empowerment – Panel report. 3. Pre-scrutiny - Public Engagement Strategy. 4. Use of Social Media by the Council. 5. Discretionary Housing Payments – Monitoring Report. 6. Report back on performance Indicators.
14 th . January	<ol style="list-style-type: none"> 1. Student Council Tax Exemptions – issues. 2. Final Covered Market Report. 3. Recycling Incentives – Panel Report.
4 th . February	<ol style="list-style-type: none"> 1. Discretionary Housing Payments – Monitoring Report. 2. Performance Monitoring – Qtr. 3. 3. Public Involvement Strategy (consultation outcome).
4 th . March	<ol style="list-style-type: none"> 1. Education Attainment Panel report.
1 st . April	<ol style="list-style-type: none"> 1. Leisure centre usage and the engagement in all leisure activities across the City with a particular focus on engagement of residents from our most deprived wards.

Finance Standing Panel

Dates	Agenda Items
6 th . September 5.00pm.	<ol style="list-style-type: none"> 1. Quarter 1 spending against budget. 2. Treasury Management outturn 2012 – 2013. 3. Quarter 1 2013 – 2014 Treasury Management performance. 4. Panel work programme.
7 th . November 5.30pm	<ol style="list-style-type: none"> 1. Quarter 2 spending against budget. 2. Quarter 2 2013 – 2014 Treasury Management performance. 3. Budget review scope and timetable. 4. Contingencies detail 2008 to date.

	5. Modelled effects of the agreed transfer of assets from the Housing Revenue Account to the General Fund.
6 th . February 2014 at 6.00pm.	<ol style="list-style-type: none"> 1. Quarter 3 spending against budget. 2. Quarter 3 Treasury Management performance. 3. Draft Treasury Management Strategy 2014 - 2015

Housing Scrutiny Panel Work Programme 2013 - 2014

Dates	Agenda Items
3 rd . September 5.00pm.	<ol style="list-style-type: none"> 1. Housing Strategy Action Plan. 2. Long term affordable housing for homelessness prevention. 3. Allocations review and changes to the Allocations Policy. 4. Performance monitoring – Housing Measures – Qtr. 1. 5. Allocation Policies and how we communicate, give advice and take account of feedback. 6. Panel work programme.
3 rd . October 5.00pm.	Provisional – not used.
4 th . November at 5.00pm.	<ol style="list-style-type: none"> 1. Performance monitoring – Housing Measures- Qtr. 2. Item to include a report back on performance against CS002 and CS005 2. Follow up on benefits performance indicators.
5 th . December at 5.00pm.	<ol style="list-style-type: none"> 1. Housing Strategy refresh. 2. Estate Regeneration – Scope 3. Management arrangements – Temporary Accommodation? 4. Communications Strategy for the Allocations Scheme 5. Outcome from review of the Mutual Exchange process. 6. STAR survey benchmarks and methodology.

	<p>7. Programme details producing results for PIs HC016, NI154 and NI155.</p> <p>8. Current rent arrears profiles.</p>
15 th . January 2014 at 5.00pm.	<p>Provisional</p> <ol style="list-style-type: none"> 1. Possible Asset Management Strategy – Oxford Standard. 2. Management arrangements – Temporary Accommodation? 3. No second night out detailed performance information (confirmed). 4. Improving quality in the private rent sector – a City Council Letting Agency. 5. Satisfaction with Parks details of survey results.
7 th . February at 5.00pm.	<ol style="list-style-type: none"> 1. Performance monitoring – Housing Measures – Qtr. 3. 2. Possible Asset Management Strategy – Oxford Standard
6 th . March at 5.00pm.	<p>Provisional</p>
3 rd . April at 5.00pm.	<ol style="list-style-type: none"> 1. Tenants and Residents Involvement Strategy – Implementation and opportunities for influence for tenants.

Scrutiny Recommendation 2013 – 2014

All recommendations

Oxpens Site Master Plan Scrutiny Committee 5th. November.		
Recommendation	Outcome	Considered by
To support the Oxpens Site Master Plan noting the concerns made by some committee members.	Agreed with amendment. The Board commented that this an outline Master Plan and these concerns will be considered in more detail as we move forward through the planning process.	City Executive Board 13 th . November 2013.
Riverside Land Aquisition Scrutiny Committee 5th. November 2013		
Recommendation	Outcome	Considered by
To support the proposals in the report and ask the City Executive Board to note the offer of residents.	Agreed. Officer will talk directly to residents about their offer.	City Executive Board 13 th . November 2013.
Waste and Recycling Strategy Scrutiny Committee 5th. November 2013		

Recommendation	Outcome	Considered by
That the strategy reflects in its vision the view that waste is a resource and a commodity from which the Council can generate income, and that the Council should continually be looking for further opportunities to benefit financially from the waste that the City produces.	Agreed	City Executive Board 13 th . November 2013.
That CEB investigate and cost opportunities to pre-sort and divert recyclables from household waste collection before sending it to landfill.	Refused The Board Member agreed that this was needed within the County but the County Council has decided on incineration. Any consideration of an MRF provided by the City would be unaffordable. We are tackling these issues using other solutions.	
That the City Executive Board provide to the Scrutiny Committee more detailed information on the costing and feasibility for the options to recycle food from flats that have been considered alongside the details of the current capital bid	Agreed	
That CEB more actively use the penalty at its disposal to convince residents who do not present waste in the manner required.	Agreed	
That CEB investigate, through the Oxfordshire Waste Partnership, local opportunities to reduce excess packaging and reduce the use of plastic bags.	Agreed	

<p>That CEB take all opportunities to promote the benefits of food waste separation to commercial customers and investigate opportunities to offer incentives to new business customers.</p>	<p>Agreed</p>	
<p>Performance Indicator LP106</p> <p>Scrutiny Committee – 1st. October 2013</p>		
<p>Recommendation</p>	<p>Outcome</p>	<p>Considered by</p>
<p>The Committee is pleased to see improvements in participation amongst target groups and looks forward to reviewing this data in more detail at the end of the year. The overall target improvement of 5% is consistently overachieved so the Committee want to see a more challenging target set to ensure that we are challenging the provider to do the best they can in this important community development area. The target should be at least that achieved in the previous year.</p>	<p>Refused</p> <p>RESPONSE: "While leisure usage by target groups continues to increase, we'd like to do better still. We're looking at why the increase in usage by target groups appears to have slowed down last quarter, including the way usage is measured, the effect of weather conditions, and the deteriorating state of Temple Cowley Pool, as well as what more we could do to publicise what's available and make it more attractive.</p> <p>"The Council and Fusion remain determined to meet and exceed the 5% target, as we have in previous</p>	<p>Board Member for Leisure Services.</p> <p>Recommendation sent 8th. October 2013.</p>

	years. However, until the reasons for last quarter's performance have been determined and we have a slightly longer indication of trend to work with, I don't think it would be helpful to adjust the target. We will of course keep this under review."	
Operation of Neighbourhood Action Groups (NAGs)		
Scrutiny Committee – 1st. October 2013		
Recommendation	Outcome	Considered by
As a follow up, I have been asked to remind you that members of the Scrutiny Committee would be very grateful if you could reflect their views when next you contact the local Police Commander; and in particular if you could ask the Commander where he/she sees the role of NAGS – what is their priority in Police work?	Agree. Response from Cllr. Kennedy on the agenda.	Board Member for Education, Crime and Community Safety. Recommendation sent 2 nd . October 2013.
Grants Commissioning Review		
Scrutiny Committee – 1st. October 2013		
Recommendation	Outcome	Considered by
That a member of the Scrutiny Committee has a seat on the Welfare Reform Members Panel. This would be Councillor	Agreed with amendment.	City Executive Board 9 th . October

Coulter until May 2014.	Scrutiny Councillor to have observer status on the Welfare reform Members Panel.	
City Deal Bid		
Scrutiny Committee – 1st. October 2013		
Recommendation	Outcome	Considered by
For the expected future reports (recommendation 4 in the report) to establish the principle of public scrutiny through Local Authority Scrutiny Committees and discuss how this might work.	Agreed	City Executive Board 9 th . October
In developing the ambitions and programmes within the “Skills “ heading for Joint Committee Members to ensure that education, training and apprenticeship programmes are accessible to all through local schools and other educational bodies with an emphasis on early advice and guidance to young people so they are “work ready” for real jobs. For the emphasis of these programmes to be in areas of highest deprivation.	Agreed	
Customer Contract Strategy		
Scrutiny Committee – 5th. September 2013		
Recommendation	Outcome	Considered by

To ensure that separate arrangements for consultation with the Business Community are included in the information gathering to inform the final Strategy.	Agreed	City Executive Board 11 th . September
To explore the use of Skype as a communication tool within this Strategy.	Agreed with Amendment Will explore Skype as a communication tool along with other methods rather than in isolation.	
To ensure that any service developments are evaluated financially around clear value for money principles.	Agreed	
Budget Spending – Qtr. 1		
Finance Scrutiny Panel – 6th. September 2013		
Recommendation	Outcome	Considered by
To express concern about the availability of resources to deliver the Capital Programme.	Noted – arrangements already being considered	City Executive Board 11 th . September
To reconsider the reporting of the Commercial Property rental measure using dates that align to produce a more accurate picture of performance.	Agreed	
That the City Executive Board bring forward their strategy for the provision of contingencies with the forthcoming medium Term Financial Strategy to the next meeting of the Panel in November.	Noted – will happen as part of the MTFS in December	

Treasury Management – Qtr. 1		
Finance Scrutiny Panel – 6th. September 2013		
Recommendation	Outcome	Considered by
To raise the non-specified investment limits from their current levels and redefine what is grouped in this area to manage risk, in an effort to encourage investment diversity and higher rates of return.	Refused	City Executive Board 11 th . September
Wherever it provides for good value for money to consider using investment funds for internal borrowing in order to avoid prudential borrowing.	Noted this is already done	
Allocation Scheme Review		
Housing Scrutiny Panel – 3rd. September 2013		
Recommendation	Outcome	Considered by
A Communication Strategy should be in place to explain the scheme as agreed, what it means for applicants alongside some general information on the likelihood of being housed. Communication should include the opportunity for feedback on the scheme itself and the understandability of it.	Agreed	City Executive Board 11 th . September
Youth Ambition Strategy		

Scrutiny Committee – 2nd July		
Recommendation	Outcome	Considered by
To provide now a set of concrete outcome measures focused on the direct effects on the ambitions and pathways of the young people involved in this work.	Agreed	City Executive Board 10 th . July
To monitor and revisit regularly the type of activity provided to ensure that it is flexible, contemporary and engaging the right numbers, in the right place, at the right time.	Agreed	City Executive Board 10 th . July
To express the need for the provision of safe spaces for young people to express themselves as an overarching priority for all the schemes, actions and outcomes within this Strategy.	Agreed	City Executive Board 10 th . July
Low Emission Strategy and Air Quality Action Plan		
Scrutiny Committee – 2nd. July		
Recommendation	Outcome	Considered by
To support the setting of the Low Emissions Strategy and ambitions but for the City Executive Board to require early reference of the document to the Carbon and Natural Resources Members Board so that gaps on data, resources and financing can be discussed and a robust action plan produced.	Agreed	City Executive Board 10 th . July

Discretionary Housing Payments		
Scrutiny Committee – 4th. June 2013		
Recommendation	Outcome	Considered by
To organise a general campaign of clear advice through as many agencies, partnerships and offices as possible making it clear the temporary nature of Discretionary Housing Payments and the requirements to engage in more sustainable solutions.	Agreed	City Executive Board 12 th . June 2013
To extend current out reach work to include benefit take-up to maximise benefits to current and potential claimants.	Agreed with amendment. Clarity in some aspects of Welfare reform is needed.	City Executive Board 12 th . June 2013
To keep the Discretionary Housing Payment Policy under review and in particular to revisit it once regulations on further Welfare Reform are clear.	Agreed	City Executive Board 12 th . June 2013
For the Scrutiny Committee to be included in the monitoring arrangements for this policy in both financial and outcome terms. To see this at the September Scrutiny Committee.	Agree	City Executive Board 12 th . June 2013

Current Panels

Details can be obtained from Pat Jones phjones@oxford.gov.uk or any of the Lead Members.

Panel	Comment
<p>Covered Market Strategy and Leasing Strategy.</p> <p>Councillors Fooks , Campbell(Lead), Van Nooijen (resigned), Clarkson and Benjamin</p> <p>Scope:</p> <ul style="list-style-type: none"> • Pre-scrutiny and engagement with the developing Covered Market Strategy and Leasing Strategy. • Independent engagement with the Covered Market Traders Association. • Review of the leasing decision for the unit formerly occupied by Palm’s Delicatessen. • Consideration of comparative data from similar markets. 	<p>The Group is currently observing the Covered Market Stakeholder engagement.</p> <p>Alongside this:</p> <ul style="list-style-type: none"> • Face to face consultation with Market Traders has taken place. • Visits to 4 London markets and Bristol market have happened. • Interviews with Officers and Board Members have taken place. <p>Interim findings to the October Scrutiny Committee. Final report expected January alongside consultation on the Covered Market Strategy.</p>
<p>Recycling Rates – Are our targets ambitious enough.</p> <p>Councillors Fry(Lead), Simmons and Jones</p> <p>Scope:</p> <ul style="list-style-type: none"> • Consider our current policies and their effects. • Review with service officers barriers to improvement alongside best practice and new initiatives. 	<p>The Group have identified a number of areas for potential improvement and are currently working with officers to explore these.</p> <p>The Group has agreed to focus its efforts around reward and penalty schemes taking in a broad range of suggestions.</p> <p>Data gathering is underway.</p> <ul style="list-style-type: none"> • Information has been gathered on the incentives currently used by the Council and the effects of these. • Information is being gathered from WRAP and other authorities on incentives and outcomes.

	<p>Programmed to finish at the end of the year.</p> <p>Interim report on the Waste and Recycling Strategy agreed at committee.</p>
<p>Enfranchisement and Empowerment.</p> <p>Councillors Jones, Darke(Lead) and O'Hara.</p> <p>Scope: As census data is published we begin to see the diverse and changing nature of Oxford and the number of people who failed to complete details without a least 1 reminder. Alongside this there are a number of properties with no one registered to vote.</p> <ul style="list-style-type: none"> • What effect does this have on our understanding of Oxford's communities? • Do we understand why some households/communities choose not to engage? • What is the extent of this democratic deficit? • What does this mean for communities, services and funding? 	<p>Planning is underway for the Group to run 3 focus groups talking to the Somali, Pakistani and Polish communities to understand the extent of their knowledge of public services and issues they have with engagement. These will happen in September and October 2013.</p> <p>Programmed to report to the December scrutiny Committee.</p>
<p>The effects and value of the City's investment in educational attainment at primary level.</p> <p>Councillors Campbell, Jones, Coulter, Paule and Khan.</p> <p>Scope: To partner with a participating school to:</p> <ul style="list-style-type: none"> • See the on the ground effects of the KRM model. • Understand the effects for children of all ability types. • Hear and see how the school copes with the cultural and professional challenges. 	<p>The Group has agreed continuing discussions with its partner school which will happen in July.</p> <p>The Group has 5 members 1 of which has had no involvement in the partnership work and 2 others have been replaced because they became Executive Members.</p> <p>Work with the school will continue for a third term.</p>

<ul style="list-style-type: none"> • See how school inspectors respond. • Understand the targets set by the school management team and the part KRM plays in this. <p>Latterly the group has also decided to look at absenteeism.</p>	
<p>Mutual Exchanges between Council Tenants.</p> <p>Housing Panel with Linda Hill (Lead) tenant.</p> <p>Scope: To consider the under occupancy in the Council's stock and the potential for mutual exchanges to support those tenants affected by the changes to benefits and in particular the "bedroom tax".</p> <p>To consider what changes and support is needed to make mutual exchanges a more useful tool for tenants.</p> <ul style="list-style-type: none"> • Interview a range of tenants who have just registered to move. • Interview a range of tenants at the point of swap within the mutual exchange system. 	<p>Interviews with tenants who are at various stages of the Mutual Exchange process have been completed.</p> <p>Interviews with scheme administrators have been completed.</p> <p>Observation of mutual exchange events completed.</p> <p>Report to Housing Panel in December.</p>
<p>Thames Water investment to improve flooding and sewage issues in the City.</p> <p>Councillors Darke (Lead), Pressel, Hollick and Jones.</p> <p>Committee agreed to extend the Panel membership to allow a group of councillors to meet officers in October to take a brief on:</p> <ul style="list-style-type: none"> • The amount of investment 	<p>Panel meeting at the end of October to consider briefing.</p> <p>Scope agreed for further work.</p>

<p>already made by TW.</p> <ul style="list-style-type: none">• What further investment is needed.• Advice on our priorities for this investment.• What are the City Council responsibilities as riparian owners and what money is available to deliver on these responsibilities.• Any lessons that can be learnt from Swindon. <p>This Group will then advise the Committee on the best focus for this item.</p>	
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Called in Decisions and Councillor Calls for Action

None.

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MOTIONS ON NOTICE

(1) **The Covered Market** – (Proposed by Councillor Jim Campbell seconded by Councillor Elise Benjamin)

Liberal Democrat Group Member - Motion on Notice

Council: noting that the latest edition of *Your Oxford* has a full page advertising “Oxford's Amazing Christmas Markets”, which highlights new arrangements at Gloucester Green but makes no mention whatsoever of the Covered Market;

noting further no provision has been made during the Three Day Winter Light Festival to include the Covered Market in its programme;

regretting the lack of trust that has developed between the Council, as Landlord, and the Traders, as tenants;

welcoming the excellent report of the Retail Group, its analysis of the reasons behind the current underperformance of the Covered Market, and its proposals for how it can once again be a key part of Oxford's Retail Offer;

hoping that the residents of Oxford will respond, in numbers and in depth, to the four week public consultation on the report;

supporting the Council's already stated intention to appoint an interim Market Manager.

Council therefore calls onThe City Executive Board:

- to recognise that, in recent years, there has been a lack of effective management by the Council and that this has been a significant contributory factor to the poor performance of the market;
- to consider thoroughly the findings of the Public Consultation on the future of the market;
- to ensure that the Covered Market has a key role in future City Centre events;
- to respond positively to the short term proposals put forward by the Retail Group;
- to examine in detail the long term proposals made by the Retail Group, and to draw up, by November 2014, a full report of how it will respond to these proposals.

(2) Supermarket Levy – (Proposed by Councillor Craig Simmons, seconded Councillor Dick Wolff)

Green Group Member - Motion on Notice

The City Council notes the national Local Works campaign to introduce a Supermarket Levy as a proposal under the Sustainable Communities Act.

The proposal from Local Works is that the Secretary of State:

- (a) gives Local Authorities the power to introduce a local levy of 8.5% of the rate on large retail outlets in their area with a rateable annual value not less than £500,000; and
- (b) requires that the revenue from this levy goes directly to the Local Authority in order to be used to improve local communities in their area by promoting local economic activity, local services and facilities, social and community wellbeing and environmental protection.

This Council backs the Local Works proposal and asks officer to prepare a report for the City Executive Board setting out ways that the Council can move forward with the idea of a Supermarket Levy.

(3) Fairtrade mark – (Proposed by Councillor Van Coulter, seconded by Councillor John Tanner)

Labour Group Member - Motion on Notice

Oxford City Council, as an important consumer and opinion leader, should continue to support and facilitate the promotion and purchase of foods with the FAIRTRADE Mark as part of its commitment to the pursuit of sustainable development and to give marginalised producers a fair deal.

Oxford City Council resolves to continue to contribute to the campaign to increase sales of products with the FAIRTRADE Mark by supporting the campaign to achieve the recertification of Fairtrade status for Oxford.

To this end, Oxford City Council resolves to:

1. Continue to offer FAIRTRADE Marked food and drink options internally and make them available for internal meetings.
2. Promote the FAIRTRADE Mark using Fairtrade Foundation materials in refreshment areas and promoting the Fairtrade Towns initiative in internal and communications and external newsletters.
3. Use its influence to urge local retailers to provide Fairtrade options for residents.

4. Engage in a media campaign to publicise the recertification of Oxford as a Fairtrade Towns initiative.
5. Nominate a council representative to sit on the Fairtrade Steering Group.
6. Support on-going work to promote Fairtrade.
7. Continue to organise events and publicity during national Fairtrade Fortnight – the annual national campaign to promote sales of products with the FAIRTRADE Mark.

(4) A message of support and solidarity to our Lesbian, Gay, Bi-Sexual and Transgender (LGBT) friends in Perm, Russia – (Proposed by Councillor Tony Brett, seconded by Councillor Mary Clarkson)

Liberal Democrat Group Member - Motion on Notice

Oxford City Council notes with horror the appalling human rights abuses happening in Russia that are denying LGBT people their basic rights to be themselves, to express themselves freely and to live in relationships with whoever they choose, free from government and police persecution.

This Council notes that Oxford enjoys a twinning arrangement with the City of Perm and, while a strong supporter of all human rights the world over, is concerned particularly about the plight of LGBT people in that city. This Council, further notes that some cities have chosen to sever twinning relationships with Russian cities because of Russian's LGBT human rights actions but considers this may be a disproportionate response in the case of Oxford and Perm as the abuses come from Russian central government, not from Perm local government.

As a more appropriate action for this situation, this Council therefore resolves to ask the Lord Mayor to write a letter to her opposite number in Perm expressing Oxford's concern for Perm's LGBT people and their human rights situation, offering our solidarity and friendship to them in any way they feel able to request.

(5) Abolishing the right to buy in Oxford- (Prosed by Councillor Sam Hollick)

Green Group Member - Motion on Notice

This council notes:

- That good quality, affordable housing is in short supply in Oxford.
- That the 'Right to Buy' poses a risk to the council's ability to provide such housing for those in need, as a significant value from right to buy sales is kept by national government [1] and there is a shortage of sites to replace those council houses that are lost in this way.

- That the Sustainable Communities Act gives councils the power to make proposals to the government for assistance that would promote the sustainability of local communities.

This council believes:

- That an end to the Right to Buy in Oxford would promote the sustainability of communities in Oxford by protecting the supply of council housing, allowing more people to access quality affordable housing.

This council requests the City Executive Board:

- To consult and try to reach agreement with a representative citizens' panel on the following proposal: "The government should stop the right to buy or remove discounts for any eligible properties in Oxford"
- Following from any agreement, to submit a proposal under the Sustainable Communities Act.

[1] Only 25% of sale price is kept by the Council from the first 9 sales each year, 100% of the value is kept from any further sales.

(6) City Council Champion of mental health issues – (Proposed by Councillor Ed Turner)

Labour Group Member - Motion on Notice

This Council supports the work of MIND and the Mental Health Foundation and asks the City Executive Board to consider appointing a member of council to be a champion of mental health issues in much the same way as we have an older people's champion.

Council acknowledges it is not directly responsible for healthcare provision but believes it nonetheless has an important role to play. Council requests the City Executive Board to play a full role in the Health and Well Being Board and other partnership forums to maximise support for mental health work, and also to ensure its work providing and funding advice services is accessible to people with mental health problems.

Council believes councillors can support the wellbeing of people in their areas through both casework and their strategic role within the council. Council welcomes the practical steps set out by Mind and the Mental Health Foundation, whose new report, *Building Resilient Communities*, that can be taken to promote wellbeing, build resilience and help to prevent mental health problems – including steps that can be taken by councillors.

(7) **Saving Community Pubs – (Proposed by Councillor Tony Brett, seconded by Councillor Mary Clarkson)**

Liberal Democrat Group Member - Motion on Notice

Oxford City Council notes the possibility of submitting the following proposal to the government under the Sustainable Communities Act:

‘That the Secretary of State help protect community pubs in England by ensuring that planning permission and community consultation are required before community pubs are allowed to be converted to betting shops, supermarkets and pay-day loan stores or other uses, or are allowed to be demolished.’

This Council notes that if this power was acquired it would allow the council to determine if pubs should be demolished or converted into other uses and could save many valued community pubs.

This Council resolves to ask City Executive Board to consider and submit the proposal to the government under the Sustainable Communities Act and to work together with Local Works and the Campaign for Real Ale to gain support for the proposal from other councils in the region and across the country.

(8) **Impartiality of Planning Process- (Proposed by Councillor David Williams, seconded by Councillor Elise Benjamin)**

Green Group Member - Motion on Notice

This Council believes that both Councillors and officers must act, and be seen to act, in an impartial and objective way if public faith in the planning process is to be enhanced.

There is already a requirement under the Employee Code of Conduct for each Service Area to maintain a Register of Gifts and Hospitality, but members of the public are unable to easily access this information.

Council therefore resolves that, in the interest of openness and transparency:

- (1) All Service Area Registers of Gifts and Hospitality should be made readily available to Councillors and members of the public via a link on the Council website; and
- (2) Planning Applications should include reference to any related disclosures.

(9) Proposed closure of Children's Centre (Proposed by Councillor David Williams, seconded by Councillor Elise Benjamin)

Green Group Member - Motion on Notice

This Council is disturbed by the recent suggestion proposed by the Oxfordshire County Council as a part of its budget reductions for 2014-2015 that it will close 15 of its 22 Children's Centre's throughout the County.

Children's Centre's are direct front line services the closure of which will have a severe impact on many families in the City not only meaning restricting employment opportunities for parents but also denying many children the benefits of organised play and education in a safe and caring environment.

The City Council calls on the County Council to reconsider this aspect of their programme and maintain all of the present Children's Centre's and consequently the services they provide.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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