

Agenda

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City Executive Board

Date: **Wednesday 10 September 2014**

Time: **5.00 pm**

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

For any further information please contact:

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City Executive Board

Membership

Chair	Councillor Bob Price	Corporate Strategy, Economic Development and Planning
	Councillor Ed Turner	Finance, Asset Management and Public Health
	Councillor Dee Sinclair	Crime and Community Response
	Councillor Christine Simm	Culture and Communities
	Councillor Susan Brown	Customer Services and Social Inclusion
	Councillor Pat Kennedy	Educational Attainment and Youth Ambition
	Councillor Mark Lygo	Sports, Events and Parks
	Councillor Mike Rowley	Leisure Contract and Community Partnership Grants
	Councillor Scott Seamons	Housing and Estate Regeneration
	Councillor John Tanner	Cleaner, Greener Oxford, Climate Change and Transport

The quorum for this meeting is 3, substitutes are not allowed.

HOW TO OBTAIN AGENDA

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AGENDA

PART ONE PUBLIC BUSINESS

Pages

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

3 PUBLIC QUESTIONS

When the chair agrees, the public can ask questions about any item for decision at the meeting for up to 15 minutes. Questions must have been given to the Head of Law and Governance by 9.30am one clear working day before the meeting (email executiveboard@oxford.gov.uk or telephone the person named as staff contact). No supplementary questions or questioning will be permitted. Questions by the public will be taken as read and, when the Chair agrees, be responded to at the meeting.

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

When the chair agrees, Councillors can address the Board about any item for decision at the meeting for up to 3 minutes. Addresses must have been given to the Head of Law and Governance by 9.30am, one clear working day before the meeting (email executiveboard@oxford.gov.uk or telephone the person named as staff contact). The Board Member who has political responsibility for the item for decision may respond or the Board will have regard to the points raised in reaching its decision.

5 SCRUTINY COMMITTEE REPORTS

Scrutiny committee reports will be submitted to this meeting in a supplement agenda.

6 DESIGNATION OF HEADINGTON NEIGHBOURHOOD FORUM

1 - 12

Lead Member: Councillor Bob Price, Executive Board Member for Corporate Strategy, Economic Development and Planning

The Head of City Development has submitted a report which outlines the designation of the Headington Neighbourhood Forum.

Officer Recommendations: That the City Executive Board designates the proposed Headington Neighbourhood Forum as a neighbourhood forum for the Headington Neighbourhood Area.

7 COMMISSIONING ADVICE SERVICES 2015-18

13 - 36

Lead Member: Councillor Susan Brown, Executive Board Member for Customer Services and Social Inclusion

The Head of Customer Services has submitted a report which seeks approval of a new service specification for commissioning advice services.

Officer Recommendations: That the City Executive Board:

1. Approve the specification for commissioning advice services as set out in Appendix 1.
2. Agree that the identification of the priority area to be included in the service specification together with the associated outcomes and measures are delegated to the portfolio holder for Customer Services and Social Inclusion and the Head of Customer Services to agree with the commissioned advice agencies prior to 1 October 2014.

8 AWARD OF CONTRACT FOR A NEW TELEPHONY SOLUTION

37 - 42

Lead Member: Councillor Ed Turner, Executive Board Member for Finance, Asset Management and Public Health

The Head of Business Improvement and Technology; has submitted a report which details a proposed new telephony solution which will deliver the telephony savings assumed within the Medium Term Financial Plan and request delegated authority to award a contract to deliver the solution.

Officer Recommendation: That the City Executive Board gives project approval and delegated authority to the Director of Organisational Development and Corporate Services to award a new telephony contract.

9 INTEGRATED PERFORMANCE REPORT QUARTER 1 2014/15

43 - 78

Lead Member: Councillor Ed Turner, Executive Board Member for Finance, Asset Management and Public Health

The Heads of Finance and Business Improvement and Technology have submitted a report which details Council's finances, risk and performance as at the end of Quarter 1, 30th June 2014

Officer Recommendations: That the City Executive Board:

1. Note the projected outturn for finance and performance as at the end of the first quarter of 2014/15 and also the risk position as at 30th June 2014;
2. Recommend to Council the approval of a £160,000 capital investment in a Heavy Goods Vehicle Testing Facility.

3. Recommend to Council the bringing forward of a £2 million capital investment in Homelessness Property acquisitions from 2015/16 to 2014/15 with the balance of the £10 million budget being profiled £2 million each year over four years from 2015/16.

10 TREASURY MANAGEMENT ANNUAL REPORT

79 - 88

Lead Member: Councillor Ed Turner, Executive Board Member for Finance, Asset Management and Public Health

The Head of Finance has submitted a report which sets out the Council's treasury management activity and performance for 2013/2014.

Officer Recommendation: That the City Executive Board note the report.

11 OXFORDSHIRE GROWTH BOARD

89 - 98

Lead Member: Councillor Bob Price, Executive Board Member for Corporate Strategy, Economic Development and Planning

The Executive Director of City Regeneration and Housing has submitted a report which details the terms of reference of the Oxfordshire Growth Board and to make an appointment to it.

Officer Recommendations: That City Executive Board:

1. Approves the City Council becoming a member of the Oxfordshire Growth Joint Board and the draft Terms of Reference appended to this report.

2. Appoints the Leader of the Council as the City Council's representative on the Board and any other Executive Member as substitute, to be determined by the Leader of the Council.

12 BUSINESS IN THE COMMUNITY - WORKING IN PARTNERSHIP

99 - 106

Lead Member: Councillor Bob Price, Executive Board Member for Corporate Strategy, Economic Development and Planning

The Head of Human Resources and Facilities; has submitted a report which details the background to the development of the Business in the Community programme which seeks to foster business links with Oxford cluster schools.

Officer Recommendations: That the City Executive Board endorse the partnership connection with Cherwell School under the Business in the Community initiative.

13 FUTURE ITEMS

This item is included on the agenda to give members the opportunity to raise issues on the Forward Plan or update the Board about future agenda items.

14 MINUTES

107 - 124

Minutes of the meeting held on 3 July 2014

Recommendation: The City Executive Board NOTES the minutes of the meeting held on 3 July 2014 as a true and accurate record.

DECLARING INTERESTS

General duty

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

What is a disclosable pecuniary interest?

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

Declaring an interest

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

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

Members' Code of Conduct and public perception

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

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