

# Agenda

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## City Executive Board

Date: **Thursday 12 February 2015**

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Time: **5.00 pm**

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

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For any further information please contact:

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As a matter of courtesy, if you intend to record the meeting please let the Contact Officer know how you wish to do this before the start of the meeting.

# City Executive Board

## Membership

<b>Chair</b>	Councillor Bob Price	Corporate Strategy, Economic Development and Planning
<b>Vice Chair</b>	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.

Future items to be discussed by the City Executive Board can be found on the Forward Plan which is available on the Council's [website](#)

### **HOW TO OBTAIN A COPY OF THE AGENDA**

In order to reduce the use of resources, our carbon footprint and our costs we will no longer produce paper copies of agenda over and above our minimum internal and Council member requirement. Paper copies may be looked at the Town Hall Reception and at Customer Services, St Aldate's and at the Westgate Library

A copy of the agenda may be:-

- Viewed on our website – [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)
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- Sent to you in hard copy form upon payment of an annual subscription.

# 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](mailto:executiveboard@oxford.gov.uk) or telephone the person named as staff contact). No supplementary questions or questioning will be permitted. Questions by the public will be taken as read and, when the Chair agrees, be responded to at the meeting.

**4 SCRUTINY COMMITTEE REPORTS**

The following Scrutiny Committee reports will be submitted to this meeting:-

Scrutiny Committee

Budget Report

Grant allocations to community and voluntary organisations

Community and Neighbourhood Services

Activities for older residents and preventing isolation

Housing Panel

Unlawful developments

Tackling under-occupation

Finance Panel

European funding

Treasury Management Strategy 2015/16

**5 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](mailto: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.

## 6 DRAFT DIAMOND PLACE SUPPLEMENTARY PLANNING DOCUMENT (SPD)

11 - 120

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

The Head of City Development has submitted a report which details the draft Diamond Place Supplementary Planning Document for public consultation

**Officer Recommendations:** That the City Executive Board

1. Approves the Draft Supplementary Planning Document for public consultation
2. Endorses the accompanying Strategic Environmental Assessment Screening Report
3. Authorises the Head of City Development to make any necessary editorial corrections to the document prior to publication in consultation with the Board Member

## 7 BUDGET AND MEDIUM TERM FINANCIAL PLAN

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

The Head of Finance has submitted a report which details the Council's Medium Term Financial Strategy for 2015/16 to 2018-19 and the 2015-16 Budget for recommendation to Council.

**Officer Recommendations:** That the City Executive Board:

1. Consider the outcome of the public consultation, agree the amendments to the Consultation Budget and

2 Recommend that Council:

- a) Approves the Council's General Fund Budget Requirement of £23.304 million for 2015/16 and an increase in the Band D Council Tax of 1.99% or £5.44 per annum as set out in Table 8 and Appendices 1-4, representing a Band D Council Tax of £278.97 per annum.
- b) Approves the continuance of the Council's Council Tax Support Scheme (formerly Council Tax Benefit)
- c) Approves the Housing Revenue Account budget for 2015/16 to 2024/25 as set out in Appendix 5 and 6 and an increase in average dwelling rent of 3.49% for April 2015 representing £3.59 per week an annual average rent of £105.77 as set out in Appendix 7
- d) Approves the Capital Programme for 2015/16 -2018-19 as set out in Appendix 8 and 9;
- e) Approves the Fees & Charges schedule as set out in Appendix 10
- f) Adopts the criteria for adopting the Business Rates Retail Relief scheme as set out in paragraph 21 and transitional relief as set out in paragraphs 22– 24

g) Approves an increase in the 2014-15 capital budget of £550,000 in relation to the property purchase referred to in paragraph 43 and referred to elsewhere on the CEB agenda.

**This report has been published separately as a supplement.**

## **8 TREASURY MANAGEMENT STRATEGY 15/16**

121 - 138

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

The Head of Finance has submitted a report which details the Treasury Management Strategy for 2015/16 together with the Prudential Indicators for 2015/16 to 2017/18.

**Officer Recommendations:** That the City Executive Board recommends that Council:

1. Approve the Treasury Management Strategy 2015/16, and adopt the Prudential Indicators 2015/16 – 2017/18 at paragraphs 8 to 37, and Appendix 2
2. Approve the Investment Strategy for 2015/16 and investment criteria set out in paragraphs 23 to 37 and Appendix 1
3. Approve the Minimum Revenue Provision (MRP) statement at paragraphs 12 to 22 which sets out the Council's policy on debt repayment.

## **9 ADOPTION OF THE CORPORATE PLAN 2015-19**

139 - 212

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

The Head of Policy Culture and Communications has submitted a report which details the consultation of the draft Corporate Plan 2015-19 and proposes its adoption.

**Officer Recommendations:** That the City Executive Board:

1. Approves the draft Corporate Plan 2015 -19 as set out in Appendix 1.
2. Recommends that Full Council approves the draft Corporate Plan 2015 – 19
3. Delegates authority to the Head of Policy, Culture and Communications to make minor textual changes to the Corporate Plan 2015 -19 in advance of formal publication.

## 10 ACQUISITION OF ST ALDATE'S CHAMBERS (SAC)

213 - 218

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

The Executive Director for City Regeneration and Housing has submitted a report which details the acquisition of the long leasehold interest in St Aldate's Chambers; and to agree to vary the long leasehold interest at 5 Queen Street.

**Officer Recommendations:** That the City Executive Board

- 1) Grant approval for the acquisition of the long leasehold interest in St Aldate's Chambers for £7,539,230 (which comprises the purchase price of £7,200,000 plus acquisition costs of £339,230).
- 2) Agree the variations detailed in this report to the long lease of 5 Queen Street such that the City Council receives not less than £25,000 pa in rent until 2144.
- 3) Recommend to Council the increase of the budget in the Council's Capital Programme for the purchase of property in the sum of £539,230 to be financed from underspends in the Council's General Fund Revenue Budget in 2014-15.

## 11 GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2015/2016

219 - 260

**Lead Member:** Councillor Rowley, Executive Board Member for Leisure Contract and Community Partnership Grants

The Head of Leisure, Parks and Communities has submitted a report which details the proposed allocation of grants to community & voluntary organisations for 2015/16 through the Community Grants Programme.

**Officer Recommendations:** That the City Executive Board  
Subject to Council subsequently agreeing the grants budget as set out in Table 1

1. Approve the recommendations for the three year commissioning programme as listed in Appendix one.
2. Approve the recommendations for the applications received to the grants annual open bidding programme as set out in Appendix three.
3. Approve the recommendation for Oxford Friend to be funded through the Community Safety commissioning theme.
4. Approve the recommendation to delegate authority to 2 Councillors and the Head of Service for Customer Services to approve proposals for the unallocated funding (£20,000) in the Advice and Money Management commissioning theme.

12	<b>ACQUISITION OF LAND AT FIDDLERS ISLAND OXFORD TO ERECT PERMANENT BRIDGE</b>	261 - 268
	<p><b>Lead Members:</b> Councillors Tanner, Executive Board Member for Cleaner, Greener Oxford, Climate Change and Transport; and Cllr Turner, Executive Board Member for Finance, Asset Management and Public Health</p>	
	<p>The Regeneration and Major Projects Manager has submitted a report which requests approval to acquire a site at Fiddlers Island.</p>	
	<p><b>Officer Recommendations:</b> That the City Executive Board authorise the Executive Director of Regeneration and Housing, in consultation with the Head of Law and Governance and the Head of Finance to acquire the site as shown in Appendix B by agreement with the owners or by compulsory purchase if agreement is not reached.</p>	
13	<b>BARTON - ACQUISITION OF AFFORDABLE PROPERTY</b>	269 - 276
	<p><b>Lead Members:</b> Councillor Turner, Executive Board Member for Finance, Asset Management and Public Health; and Cllr Seamons, Executive Board Member for Housing and Estate Regeneration</p>	
	<p>The Head of Housing and Property has submitted a report which updates Members on the costs and progress in acquiring the affordable housing at Barton Park.</p>	
	<p><b>Officer Recommendation:</b> That the City Executive Board notes the progress in acquiring the affordable housing at Barton Park</p>	
14	<b>MINUTES</b>	277 - 282
	<p>Minutes of the meeting held on 29 January 2014</p>	
	<p><b>Recommendation:</b> The City Executive Board NOTES the minutes of the meeting held on 29 January 2014 as a true and accurate record.</p>	
15	<b>MATTERS EXEMPT FROM PUBLICATION</b>	
	<p>If the Board wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Board to pass a resolution in accordance with the provisions of Paragraph 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule I2A of the Local Government Act 1972.</p>	
	<p>The Board may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	

**PART TWO**  
**MATTERS EXEMPT FROM PUBLICATION**

**16 NOT FOR PUBLICATION\_ BARTON ACQUISITION OF AFFORDABLE PROPERTY**

283 - 284

**Lead Members:** Councillor Turner, Executive Board Member for Finance, Asset Management and Public Health; and Cllr Seamons, Executive Board Member for Housing and Estate Regeneration

Appendix 2 is exempt from publication by virtue of Paragraph 3 Part 1 of Schedule 12A of the Local Government Act 1972 because it contains information which is commercially sensitive to the Council



## **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.