

# Agenda

www.oxford.gov.uk



## City Executive Board

Date: **Thursday 2 April 2015**

---

Time: **5.00 pm**

---

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

---

For any further information please contact:

**Sarah Claridge, Committee and Member Services Officer**

Telephone: 01865 252402

Email: [executiveboard@oxford.gov.uk](mailto:executiveboard@oxford.gov.uk)

---

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
	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 three, 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)
- Downloaded from our website
- Subscribed to electronically by registering online at [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)
- 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 COMMITTEES - KEY ISSUES ARISING**

The following scrutiny committee report will be submitted as a supplement to this meeting:-

Fusion Lifestyle Annual Service Plan 2015/16

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

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

6 **UNIVERSAL CREDIT DELIVERY PARTNERSHIP AGREEMENT**

9 - 14

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

The Head of Customer Services has submitted a report which requests approval of the Delivery Partnership Agreement with the Department of Work & Pensions for the provision of services required as a consequence of the roll out of Universal Credit.

**Officer Recommendations:** That the City Executive Board AUTHORISE the Executive Director for Organisational Development and Corporate Services to enter into these arrangements provided that she is satisfied that the full terms of the agreement are acceptable and properly reflect the principles set out in the report.

## 7 FUSION LIFESTYLE - ANNUAL SERVICE PLAN 2015/16

15 - 38

**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 Fusion Lifestyle's Annual Service Plan for the management of the Council's leisure facilities for 2015/16.

**Officer Recommendation:** That the City Executive Board ENDORSE Fusion Lifestyle's Annual Service Plan for 2015/16.

## 8 HERITAGE PLAN FRAMEWORK

39 - 74

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

The Head of City Development has submitted a report which seeks endorsement of the Heritage Plan Framework.

**Officer Recommendation:** That the City Executive Board ENDORSE the Heritage Plan Framework.

## 9 NOMINATIONS FOR THE OXFORD HERITAGE ASSET REGISTER IN THE EAST AND WEST OXFORD PILOT AREAS

75 - 314

**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 registration of heritage assets identified through the character assessments and to consider the recommendation to make the process of identification, assessment and registration more efficient.

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

1. AGREE the 70 Heritage Assets recommended for inclusion on the heritage assets register by the Review Panels for each ward.
2. NOTE the two character studies will be material considerations in determining relevant planning applications against saved Policies HE.6 & HE.8 of the Adopted Local Plan 2001-2016 and Core Strategy Policy CS.18 (or any subsequent replacement policy).

<b>10</b>	<b>APPOINTMENT TO OUTSIDE BODIES 2015/16</b>	315 - 352
	<p><b>Lead Member:</b> Councillor Price, Executive Board Member for Corporate Strategy, Economic Development and Planning</p> <p>The Head of Law and Governance has submitted a report to agree nominations to outside and other bodies for the 2015/2016 Council Year.</p> <p><b><u>Officer Recommendations:</u></b> That the City Executive Board:</p> <ol style="list-style-type: none"><li>1. Does not re-appoint to the Mortimer Hall Management Committee, Forest of Oxford and the Susan Kidd Charity</li><li>2. Does not re-appoint to the Oxfordshire Partnership because the group is now less relevant to city issues.</li><li>3. Reduce the number of representatives on the Alice Smith Trust and Sarah Nowell Educational Foundation to one.</li><li>4. APPROVE appointments to outside bodies as shown in Appendix 3.</li><li>5. AGREE that any appointments which need to be made during the course of the Council year 2015/16 shall be made by the Leader of the Council in consultation with other Group Leaders.</li><li>6 NOTE that guidance for representatives on Outside Bodies will be provided by the Head of Law and Governance.</li></ol>	
<b>11</b>	<b>GRANT ALLOCATION TO SOUTH OXFORD ADVENTURE PLAYGROUND</b>	353 - 354
	<p><b>Lead Member:</b> Councillor Rowley, Executive Board Member for Leisure Contract and Community Partnership Grants</p> <p>The Head of Leisure, Parks and Communities has submitted a report which seeks an increase of £2,500 to the 2015/2016 community and voluntary organisations (CVO's) grant programme.</p> <p><b><u>Officer Recommendations:</u></b> That The City Executive Board APPROVE an additional allocation of £2,500 to the community and voluntary organisations grant programme to increase the grant awarded to South Oxford Adventure Playground.</p>	
<b>12</b>	<b>MINUTES</b>	355 - 362
	<p>Minutes of the meeting held on 12 March 2015</p> <p><b><u>Recommendation:</u></b> The City Executive Board NOTES the minutes of the meeting held on 12 March 2015 as a true and accurate record.</p>	

## **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.