

# Agenda

www.oxford.gov.uk



## City Executive Board

Date: **Wednesday 11 June 2014**

---

Time: **1.30 pm**

---

Place: **Judge's Room - Town Hall**

---

For any further information please contact:

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

Telephone: 01865 252402

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

---

# City Executive Board

## Membership

### Chair

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

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

### **HOW TO OBTAIN 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

The quorum for this meeting is 3. Substitutes are not permitted.

#### 2 DECLARATIONS OF INTEREST

Board Members are asked to declare any disclosable pecuniary interests they may have in any of the following agenda items. Guidance is contained at the end of these agenda pages.

#### 3 PUBLIC QUESTIONS

When the chair agrees, questions from the public for up to 15 minutes – these must be about the items for decision at the meeting (excluding the minutes) and must have been given to the Head of Law and Governance by 9.30am on a day so that there is one clear working day before the meeting (email [executiveboard@oxford.gov.uk](mailto:executiveboard@oxford.gov.uk) or telephone the person named as staff contact). No supplementary questions or questioning will be permitted. Questions by the public will be taken as read and, when the Chair agrees, be responded to at the meeting.

#### 4 LOW CARBON HUB LOAN FACILITY

7 - 16

The Head of Finance has submitted a report to consider the approval of a loan facility to the Low Carbon Hub (IPS) to facilitate the implementation of a number of renewable energy schemes.

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

1. That a fixed term loan facility for the Low Carbon Hub (IPS) be set up capped at £2.3 million on the basis that whenever monies are drawn down from the facility to fund individual renewable energy community projects. The sum drawn down will be repaid with 5% interest following a community share issue for that project, with the potential to revolve the facility to provide funding for other renewable projects in the pipeline.
2. That the potential to revolve the loan facility to provide funding for other renewable projects in the pipeline is built into the agreement subject to the successful repayment of the initial and subsequent loans.

3. That the Board delegates the authority to enter into an appropriate Loan Agreement with the Low Carbon Hub (IPS) to the Section 151 Officer and Monitoring Officer in consultation with the Chief Executive Officer.

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

When the Chair agrees, addresses by members of Council – these must be about the items for decision at the meeting (excluding the minutes) and must have been given to the Head of Law and Governance by 9.30am on a day so that there is one clear working day before the meeting (email [executiveboard@oxford.gov.uk](mailto:executiveboard@oxford.gov.uk) or telephone the person named as staff contact). An address may last for no more than 3 minutes. 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 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.

## **7 MINUTES**

Minutes of the meeting held on 23 May

**Recommendation:** The City Executive Board NOTES the minutes of the meeting held on 23 May 2014 as a true and accurate record.

## **8 MATTERS EXEMPT FROM PUBLICATION**

If the Board wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Board to pass a resolution in accordance with the provisions of Paragraph 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

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.

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

**9 APPENDIX A\_ LOW CARBON**

25 - 26

This paper contains one not for publication appendix to the report at agenda item 5

It contains information concerning the projects to be funded by loan facility

The public interest in maintaining the exemption from publication is in order not to compromise commercially sensitive information under paragraph 3 of Part 1, Schedule 12A of the Local Government Act 1972.

## **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.