

Agenda

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City Executive Board

Date: **Thursday 11 June 2015**

Time: **5.00 pm**

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

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

Chair

Councillor Bob Price	Corporate Strategy and Economic Development
Councillor Ed Turner	Finance, Corporate Asset Management and Public Health
Councillor Susan Brown	Customer Services and Corporate Services
Councillor Alex Hollingsworth	Planning, Transport and Regulatory Service
Councillor Pat Kennedy	Young People, Schools and Skills
Councillor Mike Rowley	Leisure, Parks and Sport
Councillor Scott Seamons	Housing
Councillor Christine Simm	Culture and Communities
Councillor Dee Sinclair	Crime, Community Safety and Licensing
Councillor John Tanner	Climate Change and Cleaner, Greener Oxford

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:-

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- Subscribed to electronically by registering online at mycouncil.oxford.gov.uk
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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 SCRUTINY COMMITTEE REPORTS

The following Scrutiny Committee reports will be submitted as a supplementary agenda:

- City Centre Public Spaces Protection Order
- Covered Market Leasing Strategy
- Support for Businesses in the City Centre, report of the Local Economy Panel
- Housing Asset Management Strategy, report of the Housing Panel (provisional)
- Houses in Multiple Occupation (HMO) Licensing Scheme, report of the Housing Panel (provisional)

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

City Councillors may, when 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 COUNCILLOR ADDRESSES ON NEIGHBOURHOOD ISSUES

10 minutes of the meeting is available for any Councillor to raise local issues

on behalf of communities directly with the Board. Priority will be given to those who have not already attended within the year and in the order received. Issues can only be raised once unless otherwise agreed by the Board. The Board's responsibility will be to hear the issue and respond at the meeting, if possible, or arrange a written response within 10 working days.

7 CITY CENTRE PUBLIC SPACES PROTECTION ORDER (PSPO)

11 - 46

Lead Member: Councillor Sinclair, Executive Board Member for Crime, Community Safety and Licensing

The Executive Director, Community Services has submitted a report which details the consultation regarding a Public Spaces Protection Order for the city centre and seeks approval of a draft Order.

Officer Recommendations: That the City Executive Board

1. Considers the case for a Public Spaces Protection Order for the city centre; and
2. If that case has been made, confirm or amend as appropriate the draft order and associated Codes of Conduct attached to this report;
3. If the Order is made, to specify the date on which the Order is to come into force and the duration of the Order (maximum three years).

8 COVERED MARKET LEASING STRATEGY

47 - 60

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

The Regeneration and Major Projects Manager has submitted a report which details the latest position in respect of the updated Covered Market Leasing Strategy.

Officer Recommendation: That the City Executive Board approve the updated Covered Market Leasing Strategy 2015.

9 RECYCLING REWARD SCHEME BID – BLUE BIN PREMIER LEAGUE

61 - 70

Lead Member: Councillor Tanner, Executive Board Member for Climate Change and Cleaner, Greener Oxford

The Head of Direct Services has submitted a report which details Oxford City Council's successful bid for £350,000 funding from the DCLG for a 3 year recycling incentive scheme.

Officer Recommendations: That the City Executive Board approve the implementation of the proposed recycling incentive scheme outlined in this report.

10 ICT STRATEGY 2015 - 2018

71 - 84

Lead Member: Councillor Brown, Executive Board Member for Customer Services and Corporate Services

The Head of Business Improvement has submitted a report which seeks approval for the new ICT Strategy and its implementation.

Officer Recommendation: That the City Executive Board approve the new ICT Strategy 2015 – 2018.

11 HOUSES IN MULTIPLE OCCUPATION (HMO) LICENSING SCHEME

85 - 154

Lead Member: Councillor Hollingsworth, Executive Board Member for Planning, Transport and Regulatory Services

The Executive Director for Community Services has submitted a report which details findings from a review carried out for the HMO Licensing Scheme and seeks approval to conduct a statutory consultation to renew the scheme in January 2016.

Officer Recommendations: That the City Executive Board:

1. Considers the Review of Licensing of Houses in Multiple Occupation 2015 and notes its findings;
2. Resolves that the Review indicates that a significant proportion of HMOs in the Council's area are being managed ineffectively;
3. Instructs Officers of the Council to proceed with a statutory 10 week consultation on the basis that it is necessary to renew the licensing scheme in its entirety for a further 5 years from the 25 January 2016 (Option 3);
4. Requests a future report in October 2015 setting out the results of the statutory consultation and the proposed future of the licensing scheme.

12 HOUSING ASSET MANAGEMENT STRATEGY

155 - 234

Lead Member: Councillor Seamons, Executive Board Member for Housing

The Head of Housing and Property Services has submitted a report which details the proposed Housing Asset Management Strategy and associated action plan for Oxford City Council's housing stock.

Officer Recommendations: That the City Executive Board

1. Recommends to Council the adoption of the Housing Asset Management Strategy along with the Oxford Standard as part of the Council's policy framework;
2. Endorses the action plan;
3. Notes that an Energy Strategy will be presented to the Board later this year.

13 TOWER BLOCKS REFURBISHMENT PROJECT REPORT

235 - 242

Lead Member: Councillor Seamons, Executive Board Member for Housing

The Head of Housing and Property Services has submitted a report which details proposals to increase the project budget and reconfirm delegated authority to the Executive Director for Regeneration and Housing in consultation with the Heads of Finance and Law and Governance, to be able to appoint and award the contract to the preferred principal contractor.

Officer Recommendations: That the City Executive Board

1. Recommends that full Council approve an additional budgetary provision within the HRA Capital Programme of £1.750m, funded as detailed at paragraph 19, so that the revised total project budget envelope for the Tower Block Refurbishment Scheme is £20.108m:
2. Reconfirms the authority delegated to the Executive Director - City Regeneration, in consultation with the s151 Officer and the Monitoring Officer, to appoint and award the contract to the preferred principal contractor in accordance with the competitive tender process undertaken.

14 BLACKBIRD LEYS DISTRICT CENTRE REGENERATION

243 - 264

Lead Member: Councillor Seamons, Executive Board Member for Housing

The Executive Director for Housing and Regeneration has submitted a report which seeks approval to procure a development partner for regeneration of Blackbird Leys District Centre.

Officer Recommendations: That the City Executive Board:

1. Notes the contents of the report.
2. Commissions officers to undertake an OJEU compliant marketing process to seek a joint venture partner for redevelopment and regeneration.
3. Delegates to the Director of Regeneration and Housing the authority to prepare and issue draft Heads of Terms to accompany the Invitation to Tender.
4. Grants project approval for the Blackbird Leys delivery project as set out in this report, based on Option B.
5. Approves expenditure of up to £300,000 to be funded from the HRA capital programme in order to procure and, subject to future CEB approval, make the appointment of the development partner.

15 ITEMS RAISED BY BOARD MEMBERS

16 MINUTES

265 - 274

Minutes of the meetings held on 14 and 26 May 2015.

Recommendations: That the City Executive Board:

1. Approve the minutes of the meeting held on 14 May 2015 as a true and accurate record.
2. Approve the minutes of the meeting held on 26 May 2015 as a true and accurate record.

17 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**

18 NOT FOR PUBLICATION - APPENDICES - TOWER BLOCKS REFURBISHMENT PROJECT

275 - 314

Lead Member: Councillor Seamons, Executive Board Member for Housing
Appendix 1, Appendix A and Appendix 2 are exempt from publication by virtue of Paragraph 3, Part 1 of Schedule 12A of the Local Government Act 1972 for the following reasons:

Appendix 1, Appendix A and Appendix 2 – commercial affairs of the Council.

19 NOT FOR PUBLICATION - APPENDIX 6 - BLACKBIRD LEYS DISTRICT CENTRE REGENERATION

315 - 320

Lead Member: Councillor Seamons, Executive Board Member for Housing
Appendix 6 is exempt from publication by virtue of Paragraph 3, Part 1 of Schedule 12A of the Local Government Act 1972 for the following reasons:

Appendix 6 – commercial affairs of the Council.

20 CONFIDENTIAL MINUTES 26/05/15

321 - 322

Confidential Minutes of the meeting held on 26 May 2015.

Recommendation: That the City Executive Board APPROVES the

confidential minutes of the meetings held on 26 May 2015 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.