

# Agenda

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## City Executive Board

Date: **Thursday 12 November 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

### 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 Mark Lygo	Leisure, Sports and Events
Councillor Mike Rowley	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 requirements. 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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# 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**

9 - 10

The Committee & Member Services Manager has submitted a report which presents recommendations from the Scrutiny Committee on the Planning – Annual Monitoring Report.

**Recommendation of the Scrutiny Committee to the City Executive Board:**

That the City Executive Board states whether it agrees or disagrees with the following recommendation:

1. That the Council includes the following two new indicators when considering the effectiveness of planning policies contained within the Oxford Local Development Plan:
  - a) Number of units of affordable housing to rent built on Council owned land
  - b) The amount of land freed up for affordable housing development through change of use

**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 ITEMS RAISED BY BOARD MEMBERS

### 8 NORTHWAY AND MARSTON FLOOD ALLEVIATION SCHEME PROJECT

11 - 22

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

The Executive Director, Community Services has submitted a report which seeks project approval for the Northway and Marston Flood Alleviation Scheme.

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

1. **grant** project approval for the scheme;
2. **note** the reduction in the need for Oxford City Council capital funding provision to deliver this project (a release of £1,268,000);
3. **grant delegated authority to** Executive Director, Community Services, in consultation with the Monitoring Officer and s151 Officer, to be able to enter into any necessary funding agreements to secure the external funding for the scheme; and
4. **recommend Council to resolve to** include the additional budget of £928,000 for the Northway and Marston Flood Alleviation Scheme in the Capital Programme (£2,196,000 financed from external funding, £400,000 financed from Council capital).

### 9 ENHANCING PATHWAYS FOR THE LONG TERM UNEMPLOYED

23 - 36

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

The Executive Director, Organisational Development & Corporate Services has submitted a report which requests approval to deliver a project supporting long term unemployed people into work.

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

1. **approve** the project outlined in the report.

### 10 AWARD OF THE PROVISION OF A FURNISHED TENANCY SCHEME CONTRACT

37 - 42

**Lead Member:** Councillor Rowley, Executive Board Member for Housing

The Head of Housing & Property has submitted a report which seeks delegation to award a contract to deliver the Council's Furnished Tenancy Scheme.

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

1. **Delegate authority to** the Executive Director Regeneration & Housing, in consultation with the Monitoring Officer and s151 Officer, to award the Furnished Tenancy Scheme contract to the supplier selected following completion of the EU-compliant open tender process described in this report, for the provision of household goods and furnishings to Council tenants.

## 11 FINANCIAL SYSTEMS RETENDER

43 - 48

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

The Head of Business Improvement and Head of Financial Services have submitted a report which seeks project approval to retender for the Council's core financial systems and delegate authority to award the contract on the basis of the most economically advantageous bid.

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

1. **grant project approval** for the retendering of the Council's core financial systems; and
2. **delegate authority to** the Head of Business Improvement and Head of Financial Services to award the contract for a new Finance System on the basis of the most economically advantageous bid.

## 12 FLAG FLYING - ADDITION TO PROTOCOL

49 - 50

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

The Head of Law and Governance has submitted a report which seeks approval to add two occasions to the protocol for regular Flag Flying. These dates are:

- Victory in Europe Day (VE day) – 8 May
- Victory in Japan Day (VJ day) – 15 August

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

1. **Agree** to add the regular flying of the Union Flag from the flag pole above the 1930s extension to the Town Hall on VE day, 8 May and VJ day 15 August.

## 13 PLANNING - ANNUAL MONITORING REPORT (AMR)

51 - 130

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

The Head of Planning and Regulatory Services has submitted a report which seeks approval of the Annual Monitoring Report for publication.

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

1. **Approve** the Annual Monitoring Report 2014/15 for publication.
2. **Authorise** the Head of Planning and Regulatory Services to make any necessary additional minor corrections not materially affecting the document prior to publication.

## 14 SALE OF CITY FARM, GARSINGTON

131 - 136

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

The Head of Housing and Property has submitted a report which seeks approval for the sale of City Farm, Garsington which is held as a General Fund investment asset.

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

1. **approve** the sale of City Farm on the basis of the valuation set out in Appendix 3; and
2. **delegate authority to** the Executive Director for Regeneration and Housing, in consultation with the Executive Lead Member, the Chief Executive, the Monitoring Officer and the s151 Officer, to vary those terms on condition that the revised terms continue to represent the best consideration reasonably obtainable.

## 15 MINUTES

137 - 148

Minutes of the meeting held on 15 October 2015

**Recommendation:** The City Executive Board NOTES the minutes of the meeting held on 15 October 2015 as a true and accurate record.

## 16 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**

## 17 CONFIDENTIAL APPENDIX: SALE OF CITY FARM, GARSINGTON

149 - 150

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

This is exempt from publication by virtue of Paragraph 3, Part 1 of Schedule 12A of the Local Government Act 1972 for the following reasons:

- Commercial affairs of 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.