

Agenda

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City Executive Board

Date: **Thursday 19 May 2016**

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
	Councillor Ed Turner
	Councillor Susan Brown
	Councillor Alex Hollingsworth
	Councillor Pat Kennedy
	Councillor Mike Rowley
	Councillor Christine Simm
	Councillor Dee Sinclair
	Councillor Linda Smith
	Councillor John Tanner

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.

A copy of the agenda may be:-

- Viewed on our website – mycouncil.oxford.gov.uk
- Downloaded from our website
- Subscribed to electronically by registering online at mycouncil.oxford.gov.uk

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

No scrutiny committee reports have been, or will be, submitted to this meeting.

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 EVALUATION OF OXFORD CITY COUNCIL'S WELFARE REFORM TEAM EUROPEAN SOCIAL FUND PROJECT

7 - 20

Lead Member: Executive Board Member for Customer Services and Corporate Services

The Executive Director Organisational Development & Corporate Services has submitted a report which details the outcomes and learning achieved from the Welfare Reform Team's European Social Fund project.

Recommendations: That the City Executive Board resolves to:

1. **Note** the outcomes and learning detailed in this report.

8 OLD MARSTON CONSERVATION AREA APPRAISAL

21 - 94

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

The Head of Planning & Regulatory Service has submitted a report which presents the conservation area appraisal for Old Marston for approval.

Recommendations: That the City Executive Board resolves to:

1. **Approve** the Old Marston Conservation Area appraisal and endorse it for use in informing development management decisions; and
2. **Endorse** the conservation principles it promotes and its key conclusions.

9 COMMUNITY INFRASTRUCTURE LEVY (NEIGHBOURHOOD PORTION) – AGREEING THE PROCESS FOR CONSULTING AND SPENDING

95 - 102

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

The Head of Planning and Regulatory Services has submitted a report which details proposals for the process for consulting and spending the Community Infrastructure Levy (Neighbourhood Portion).

Recommendations: That the City Executive Board resolves to:

1. Note the requirements for expending the neighbourhood portion of CIL in parished areas
2. Approve the process for spending the Neighbourhood Portion of CIL in the non parished part of the City

10 ITEMS RAISED BY BOARD MEMBERS

11 MINUTES

103 - 108

Minutes of the meeting held on 14 April 2016.

Recommendation: The City Executive Board NOTES the minutes of the meeting held on 14 April 2016 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.