

# Agenda

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## City Executive Board

Date: **Thursday 16 June 2016**

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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

<b>Chair</b>	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	Housing
	Councillor Christine Simm	Culture and Communities
	Councillor Linda Smith	Leisure, Parks and Sport
	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**

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A copy of the agenda may be:-

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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](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 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.

**5 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.

Cllr Henwood will address the Board on the use of direct debit to pay for Council services.

**6 SCRUTINY COMMITTEE REPORTS**

The following scrutiny committee reports will be submitted to this meeting as a supplementary item:

- Oxford City Council Safeguarding Report 2015-2016

**7 INTEGRATED PERFORMANCE REPORT Q4 2015/16**

**Lead Member:** Councillor Turner, Executive Board Member for Finance,

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Corporate Asset Management and Public Health

The Head of Financial Services and Head of Business Improvement have submitted a report which provides an update on Finance, Risk and Performance as at the end of the financial year.

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

1. **Note** the financial outturn and performance of the Council for the year 2015/16 and also the position on risks outstanding as at 31 March 2016;
2. **Agree** the carry forward requests outlined at paragraphs 7 and detailed in Appendix 4 and **recommend to Council** the establishment of budgetary provision in respect of the new bids show in paragraphs 7 and Appendix 4;
3. **Agree** the transfers to General Fund earmarked reserves detailed paragraph 7;
4. **Agree** the transfers to Housing Revenue Account (HRA) earmarked reserves as detailed in paragraph 9;
5. **Agree** the capital carry forwards as detailed in paragraph 13 Appendix 2.

## 8 OXFORD CITY COUNCIL SAFEGUARDING REPORT 2015-2016

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

The Executive Director, Community Services and Assistant Chief Executive have submitted a report which details the progress made on the Council's Safeguarding Action Plan and recommends the Action Plan for approval for 2016-2017.

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

1. To **note** the progress and development of the Council's safeguarding work 2015-2016;
2. To **agree** the Action Plan as set out in Appendix 1

## 9 APPOINTMENT OF OUTSIDE BODIES 2016/17

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

The Head of Law & Governance has submitted a report which details proposed nominations to outside and other bodies for the 2016/17 Council Year.

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

1. **Approve** appointments to outside bodies as shown in Appendix 1;
2. **Note** the revised guidance for appointees as detailed in Appendix 2;
3. **Agree** not to re-appoint to 150 (City of Oxford) Squadron Air Cadets, South East Reserve Forces & Cadets and Oxford Airport Consultative Committee;
4. **Agree** the principles for appointment to community centre associations

and other outside bodies as set out at paragraph 16; and

5. **Agree** to re-appoint representatives to Mortimer Hall Management Committee.

## 10 ITEMS RAISED BY BOARD MEMBERS

## 11 MINUTES

Minutes of the meeting held on 19 May 2016.

**Recommendation:** The City Executive Board **agrees** the minutes of the meeting held on 19 May 2016 as a true and accurate record.

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## **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.