

# Agenda

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## City Executive Board

Date: **Thursday 14 July 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.

**6 SCRUTINY COMMITTEE REPORTS**

Scrutiny reports on the following items may be submitted to this meeting:-

- Report of the Equality and Diversity Review Group
- Apprentices
- Private Sector Housing Policy (post-consultation)
- Fusion Lifestyle's 2016/17 Annual Service Plan

- Grant Allocations – Monitoring Report
- Review of the Lord Mayor’s Deposit Guarantee Scheme.

**7 PRIVATE SECTOR HOUSING POLICY (POST-CONSULTATION)**

9 - 110

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

The Head of Planning and Regulatory Services has submitted a report which provides the results from the consultation exercise carried out for the draft Private Sector Housing Policy 2016-2019 and seeks approval from members to approve the policy. The policy sets out the present baseline conditions of Oxford’s private rented sector housing and how Council services have been working to improve those conditions. It then sets out how the Council will address the complex issues that affect the sector from 2016-2019.

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

1. Consider the report of the consultation on the Private Sector Housing Policy 2016-2019 and note the findings attached at Appendix 2;
2. Approve the Private Sector Housing Policy 2016 – 2019 attached at Appendix 1.

**8 FUSION LIFESTYLE'S 2016/ 2017 ANNUAL SERVICE PLAN**

111 - 140

**Lead Member:** Councillor Smith, Executive Board Member for Leisure, Parks and Sport

The Head of Community Services has submitted a report which outlines Fusion Lifestyle’s Annual Service Plan for the management of the Council’s leisure facilities for 2016/17.

**Recommendations:** That the City Executive Board resolves endorse the Fusion Lifestyle Annual Service Plan for 2016/17.

**9 MONITORING THE GRANT ALLOCATIONS TO COMMUNITY & VOLUNTARY ORGANISATIONS - REPORTED ACHIEVEMENTS 2015/2016**

141 - 188

**Lead Member:** Councillor Simm, Executive Board Member for Culture and Communities

The Head of Community Services has submitted a report to inform members of the monitoring findings of the 2015/16 grants programme.

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

- 1 Note the results of the grant monitoring, the positive impact the community and voluntary sector is making in the city.
- 2 Work with partners to understand the issues facing the community and voluntary sector in greater depth so we are better able to target our support where it is most needed and

will have the greatest impact.

**10 REVIEW OF LORD MAYORS DEPOSIT GUARANTEE SCHEME**

189 - 196

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

The Head of Housing and Property has submitted a report which recommends changes to the Lord Mayor's Deposit Guarantee Scheme in anticipation of legislative changes and to boost positive outcomes for vulnerable persons

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

1. Agree the enhanced one year pilot offer to landlords, as set out in this report, to help increase the number of low income non-statutory homeless households to find property in the private rented sector.
2. Delegate any further minor changes to the scheme to the Head of Housing and Property, including whether to adopt the approach piloted in future, following an evaluation of the pilot.

**11 AWARD OF GOODS AND SERVICE CONTRACT: TO DELIVER CIVIL ENGINEERING PLANT & NRSWA QUALIFIED LABOUR HIRE**

197 - 204

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

The Head of Direct Services has submitted a report which requests that the City Executive Board delegate responsibility to the Executive Director, Community Services, to the award a new contract for the Civil Engineering Plant and NRSWA (New Roads and Streetworks Act) qualified labour hire to the Council.

**Recommendation:** That the City Executive Board resolves to grant delegated authority to the Executive Director, Community Service to award a new contract for the provision of Civil Engineering Plant and NRSWA qualified labour hire to the Council following the completion of a tender process.

**12 ITEMS RAISED BY BOARD MEMBERS**

**13 MINUTES**

205 - 210

Minutes of the meeting held on 16 June 2016

**Recommendation:** The City Executive Board NOTES the minutes of the meeting held on 16 June 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.

a)

b)

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