

Agenda

City Executive Board

Date: **Monday 8 August 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	Corporate Strategy and Economic Development
	Councillor Ed Turner	Finance, Asset Management and Public Health
	Councillor Susan Brown	Customer and Corporate Services
	Councillor Alex Hollingsworth	Planning and Regulatory Services
	Councillor Pat Kennedy	Young People, Schools and Skills
	Councillor Mike Rowley	Housing
	Councillor Christine Simm	Culture and Communities
	Councillor Dee Sinclair	Community Safety
	Councillor Linda Smith	Leisure, Parks and Sport
	Councillor John Tanner	A Clean and Green 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.

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 ADDRESSES AND QUESTIONS BY MEMBERS OF THE PUBLIC (15 MINUTES TOTAL)	
	<p>Members of the public can submit questions in writing about any item for decision at the meeting. Questions, stating the relevant agenda item, must be received by the Head of Law and Governance by 9.30am two clear working day before the meeting (eg for a Thursday meeting, the deadline would be 9.30am on the Tuesday). Questions can be submitted either by letter or by email (executiveboard@oxford.gov.uk).</p> <p>Answers to the questions will be provided in writing at the meeting; supplementary questions will not be allowed. If it is not possible to provide an answer at the meeting it will be included in the minutes that are published on the Council's website within 2 working days of the meeting.</p> <p>The Chair has discretion in exceptional circumstances to agree that a submitted question or related statement (dealing with matters that appear on the agenda) can be asked verbally at the meeting. In these cases, the question and/or address is limited to 3 minutes, and will be answered verbally by the Chair or another Board member or an officer of the Council. The text of any proposed address must be submitted within the same timescale as questions.</p> <p>For this agenda item the Chair's decision is final.</p>
4 COUNCILLOR ADDRESSES ON ANY ITEM FOR DECISION ON THE BOARD'S AGENDA	
	<p>Oxford 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 stating the relevant agenda items. 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.</p>

5	COUNCILLOR ADDRESSES ON NEIGHBOURHOOD ISSUES (10 MINUTES IN TOTAL)	
	<p>At each meeting 10 minutes is available for any City Councillor to raise local issues on behalf of communities directly with the Board. The member seeking to make an address must notify the Head of Law and Governance by 9.30am at least one clear working day before the meeting, giving outline details of the issue. Priority will be given to those members who have not already addressed the Board 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.</p>	
6	SCRUTINY COMMITTEE REPORTS	
	None	
7	ITEMS RAISED BY BOARD MEMBERS	
	<p>Items must be submitted within the same timescales as questions and will be for discussion only and not for a board decision. Any item which requires a decision of the Board will be the subject of a report to a future meeting of the Board.</p>	
8	HEADINGTON NEIGHBOURHOOD PLAN	9 - 212
	<p>Lead Member: Councillor Hollingsworth, Executive Board Member for Planning and Regulatory Services</p> <p>The Head of Planning and Regulatory has submitted a report to endorse the consultation required by regulations for the Headington Neighbourhood Plan.</p> <p>Recommendations: That the City Executive Board resolves to:</p> <ol style="list-style-type: none"> 1. AGREE that the legal tests have been met. 2. ENDORSE the consultation on the submitted Headington Neighbourhood Plan 3. PROCEED with the neighbourhood planning process by submitting with the outcome of the consultation exercise, the draft plan for independent examination 	
9	FURTHER LOAN FACILITY TO LOW CARBON HUB IPS	213 - 218
	<p>Lead Member: Councillor Turner, Executive Board Member for Finance, Asset Management and Public Health</p> <p>The Chief Executive has submitted a report to consider the approval of a loan to the Low Carbon Hub (IPS) to support the construction of the hydroelectric renewable energy scheme at Sandford and to mitigate the clawback risk around the Intelligent Energy Europe grant arrangements.</p>	

Recommendations: That the City Executive Board resolves to:

1. Agree a loan to the Low Carbon Hub IPS of up to £100k at an interest rate of 1% for 3 years specifically to support the construction of the hydroelectric scheme at Sandford.
2. Delegate the authority to enter into an appropriate loan agreement with the Low Carbon Hub (IPS) to the Section 151 Officer in consultation with the Monitoring Officer and Chief Executive.

10 MINUTES

219 - 226

Minutes of the meeting held on 14 July 2016

Recommendation: The City Executive Board NOTES the minutes of the meeting held on 14 July 2016 as a true and accurate record.

11 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

12 CONFIDENTIAL APPENDIX_ LOAN FOR THE CARBON HUB

227 - 228

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

This is exempt from publication by virtue of Paragraph 5, Part 1 of Schedule 12A of the Local Government Act 1972 for the following reasons:

- Information in which a claim to legal professional privilege could be maintained in legal proceedings.

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)

