

Agenda

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City Executive Board

Date: **Tuesday 13 February 2018**

Time: **5.00 pm**

Place: **St Aldate's Room, Town Hall**

For any further information please contact:

John Mitchell

Telephone: 01865 252217

Email: executiveboard@oxford.gov.uk

Details of how City Councillors and members of the public may engage with this meeting may be found on page 8 of this agenda.

As a matter of courtesy, if you intend to record the meeting please let the Committee Services Officer know how you wish to do this before the start of the meeting.

City Executive Board

Membership

Chair	Councillor Susan Brown	Leader of the Council, Customer and Corporate Services
	Councillor Bob Price	Corporate Strategy and Economic Development
	Councillor Ed Turner	Finance, Asset Management
	Councillor Tom Hayes	Community Safety
	Councillor Alex Hollingsworth	Planning and Regulatory Services
	Councillor Mike Rowley	Housing
	Councillor Dee Sinclair	Culture and Communities
	Councillor Linda Smith	Leisure, Parks and Sport
	Councillor John Tanner	A Clean and Green Oxford
	Councillor Marie Tidball	Young People, Schools and Public Health

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](#)

Copies of this agenda

Reference copies are available to consult in the Town Hall Reception. Agendas are published 6 working days before the meeting and the draft minutes a few days after.

All agendas, reports and minutes are available online and can be:

- viewed on our website – mycouncil.oxford.gov.uk
- downloaded from our website
- viewed using the computers in the Customer Services, St Aldate's, or
- 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

None.

3 ADDRESSES AND QUESTIONS BY MEMBERS OF THE PUBLIC

4 COUNCILLORS ADDRESSES ON ANY ITEM FOR DECISION ON
THE BOARD'S AGENDA

5 COUNCILLOR ADDRESSES ON NEIGHBOURHOOD ISSUES

6 ITEMS RAISED BY BOARD MEMBERS

7 SCRUTINY COMMITTEE REPORTS

15 - 26

8 BUDGET 2018/2019

27 - 172

Lead Member: Finance, Asset Management (Councillor Ed Turner)

The Head of Financial Services has submitted a report which presents the outcome of the budget consultation and seeks agreement of the Council's Medium Term Financial Strategy for 2019-20 to 2021-22 and 2018-19 Budget for recommendation to Council.

Recommendations:

The City Executive Board is asked to consider the outcome of the public consultation, agree the amendments to the Consultation Budget and recommend that Council resolves to:

1) **Approve** the 2018-19 General Fund and Housing Revenue Account budgets and the General Fund and Housing Revenue Account Medium Term Financial Plan as set out in Appendices 1-10, noting:

a) the Council's General Fund Budget Requirement of £23.369 million for 2018/19 and an increase in the Band D Council

Tax of 2.99% or £8.67 per annum representing a Band D Council Tax of £298.86 per annum

- b) the Housing Revenue Account budget for 2018/19 of £43.241 million and a reduction of 1% (£0.85/wk) in social dwelling rents from April 2018 giving a revised weekly average social rent of £104.58 as set out in Appendix 4
- c) the General Fund and Housing Revenue Account Capital Programme as shown in Appendix 6

- 2) **Agree** the fees and charges shown in Appendix 7
- 3) **Delegate authority to** the Section 151 Officer in consultation with the Board Member for Finance and Assets the decision to determine whether it is financially advantageous for the Council to enter into a Business Rates Distribution Agreement as referred to in paragraphs 12-14 below.
- 4) **Agree** to increase the long term empty property premium from 50% to 100% at the earliest opportunity so as to encourage long term empty properties back into use.

9 CAPITAL STRATEGY 2018/19

173 - 266

Lead Member: Finance, Asset Management (Councillor Ed Turner)

The Head of Financial Services has submitted a report which presents the Capital Strategy 2018/19 – 2021/22 for approval.

Recommendation:

That the City Executive Board resolves to:

- 1. **Approve** the Capital Strategy attached at Appendix A to the report.

10 TREASURY MANAGEMENT STRATEGY 2018/19

267 - 290

Lead Member: Finance, Asset Management (Councillor Ed Turner)

The Head of Financial Services has submitted a report which presents the Treasury Management Strategy 2018/19 together with the Prudential Indicators for 2018/19 to 2021/22 for referral to Council.

Recommendation:

That the City Executive Board resolves to recommend that Council approves:

- 1. The Treasury Management Strategy 2018/19 as set out in paragraphs 7 to 43 and the Prudential Indicators for 2018/19 – 2021/22 as set out in Appendix 2;

2. The Borrowing Strategy at paragraphs 12 to 22;
3. The Minimum Revenue Provision (MRP) Statement at paragraphs 23 to 24 which sets out the Council's policy on charging borrowing to the revenue account; and
4. The Investment Strategy for 2018/19 and investment criteria as set out in paragraphs 25 to 39 and Appendix 1.

11 NATIONAL NON-DOMESTIC RATES DISCRETIONARY RELIEF POLICY 2018-2022

291 - 314

Lead Member: Customer and Corporate Services (Councillor Susan Brown)

The Head of Financial Services has submitted a report seeking agreement to an updated National Non-Domestic Rates Discretionary Relief Policy for 2018-2022.

Recommendation(s):

That the City Executive Board resolves to:

1. Approve the updated National Non-Domestic Rates (NNDR) Discretionary Rate Relief policy as attached at Appendix 1 and;
2. Agree to grant 100% discretionary relief for Public toilets from 1/4/18 if the bar is lifted on giving rate relief to local authorities by then.

12 GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2018/19

315 - 330

Lead Member: Culture and Communities (Councillor Dee Sinclair)

The Head of Community Services has submitted a report proposing the allocation of grants to community and voluntary organisations through the Community Grants Programme.

Recommendations:

That the City Executive Board resolves to:

1. **Approve** the recommendations for the commissioning programme as set out in Appendices 1 and 2.
2. **Delegate authority to** the Head of Community Services, in consultation with the Executive Members for Customer and Corporate Services and Culture and Communities, to approve the recommendations for applications received to the grants open bidding programme for the period of 2018-21 and allocate funding to art and culture organisations that apply for funding through this theme from April 2019.

3. **Delegate authority to** the Executive Director for Organisational Development and Corporate Services in consultation with the Executive Members for Customer and Corporate Services and Culture and Communities to allocate the development fund in the Advice and Money Management commissioning theme for the period of 2018-21.

13 UPDATE OF THE CORPORATE PLAN 2018

331 - 348

Lead Member: Corporate Strategy and Economic Development (Councillor Bob Price)

The Assistant Chief Executive has submitted a report seeking approval of the annual update of the Corporate Plan 2016-20.

Recommendation(s):

That the City Executive Board resolves to:

1. **Approve** the Annual Update report on the Corporate Plan 2016-20, as set out in Annex 1.
2. **Delegate authority to** the Assistant Chief Executive to make minor textual/formatting changes to the Annual Update Report in advance of formal publication
3. **Delegate authority for** the Assistant Chief Executive to add new success measures to the Annual Update Report (point 13) once agreed with Service Heads and the Chief Executive.

14 CHILDREN & YOUNG PEOPLE'S STRATEGY 2018-2023

349 - 402

Lead Member: Young People, Schools and Public Health (Councillor Marie Tidball)

The Head of Community Services has submitted a report seeking agreement to the commencement of the consultation process for the draft Children & Young People's Strategy 2018-2023.

Recommendations:

That the City Executive Board resolves to:

1. Agree the pre consultation version of the Children & Young People's Strategy; and
2. Agree to commence the consultation process on the draft Children & Young People's Strategy.

15 USE OF RECEIPTS FROM THE SALE OF 156 WALTON STREET (HRA ASSETS)

403 - 410

Lead Member: Housing (Councillor Mike Rowley)

The Head of Housing Services has submitted a report seeking approval for the receipt from the disposal of a HRA property to be used for the purpose of purchasing larger properties to address overcrowding issues.

Recommendation(s):

That the City Executive Board resolves to:

1. Recommend that full Council include an additional budget in the HRA capital programme of £1,035,000 for the acquisition of social housing properties from the open market, funded by the receipt from the sale of 156 Walton Street; and
2. Grant delegated authority to the Head of Housing Services to negotiate and agree such transactions, including any works required to any acquisitions, to maximise the benefit of the receipt.

16 REVIEW OF USE OF COMMUNITY PROTECTION NOTICES

411 - 440

Lead Member: Community Safety (Councillor Tom Hayes)

The Executive Director Sustainable City has submitted a report which details the findings of the review into the application of antisocial behaviour enforcement, with particular reference to people thought to be rough sleeping, and to review the Council's underpinning enforcement policies.

Recommendations:

That the City Executive Board resolves to:

1. **Endorse** the report, including the findings of the Community Protection Notice Review and Cross-Party Panel; and
2. **Authorise** the Head of Community Services, in consultation with the Board Member for Community Safety, to update the Antisocial Behaviour Policy and Antisocial Behaviour Procedures in line with the recommendations made.

Lead Member: Corporate Strategy and Economic Development
(Councillor Bob Price)

The Executive Director, Sustainable City has submitted a report which presents for approval the proposed land disposals and discounts in relation to the Council's commitment of up to £1,000,000 in-kind contributions from land disposal and compensation foregone to facilitate the Oxford Flood Alleviation Scheme.

Recommendation(s):

That the City Executive Board resolves to:

1. **Approve** the disposal of land (as identified in Appendix 1) to the Environment Agency for the purposes of the Oxford Flood Alleviation Scheme. Such disposal to be below market value but subject to receipt of appropriate consents and the inclusion of appropriate restrictive covenants; with the Council also foregoing any land compensation in relation to the severance to the retained land. The values of the land identified in Appendix 1 being set out in Appendix 2.
2. **Approve** the total net in-kind contribution to be made by the Council to the Environment Agency of £450,500.
3. **Approve** the use of the Council's powers under the Local Government Act 1972 and General Disposal Consent 2003 to dispose of the land identified in Appendix 1 below market value.
4. **Grant delegated authority to** the Executive Director - Sustainable City, in consultation with the Heads of Finance and Law and Governance, to enter into appropriate legal agreements with Environment Agency to give effect to the above matters.

Minutes of the meeting held on 23 January 2017

Recommendation: The City Executive Board NOTES the minutes of the meeting held on 23 January 2017 as a true and accurate record.

Meetings are scheduled for the following dates:

- 13 February
- 20 March
- 17 April

All meetings start at 5pm

20 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

21 OXFORD FLOOD ALLEVIATION SCHEME - CONFIDENTIAL APPENDICES

455 - 466

Lead Member: Corporate Strategy and Economic Development
(Councillor Bob Price)

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.

Member’s 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.

HOW OXFORD CITY COUNCILLORS AND MEMBERS OF THE PUBLIC CAN ENGAGE AT THE CITY EXECUTIVE BOARD

Addresses and questions by members of the public, (15 minutes in total)

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 Tuesday meeting, the deadline would be 9.30am on the Friday before). Questions can be submitted either by letter or by email (executiveboard@oxford.gov.uk).

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.

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.

For this agenda item the Chair's decision is final.

Councillors speaking at meetings

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 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.

Councillors speaking on Neighbourhood issues (10 minutes in total)

Any City Councillor can 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.

Items raised by Board members

Such items must be submitted within the same timescale 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