

Agenda

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City Executive Board

Date: **Tuesday 18 September 2018**

Time: **5.00 pm**

Place: **The Old Library - Oxford Town Hall**

For any further information please contact:

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Details of how City Councillors and members of the public may engage with this meeting may be found on page 10 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/ Leader	Councillor Susan Brown	Leader of the Council, Board Member for Economic Development and Partnership
Vice Chair/ Deputy Leader	Councillor Linda Smith	Deputy Leader (Statutory), Board Member for Leisure and Housing
	Councillor Ed Turner	Deputy Leader, Board Member for Finance and Asset Management
	Councillor Nigel Chapman	Board Member for Customer Focused Services
	Councillor Mary Clarkson	Board Member for Culture and City Centre
	Councillor Tom Hayes	Board Member for Safer, Greener, Environment
	Councillor Alex Hollingsworth	Board Member for Planning and Transport
	Councillor Mike Rowley	Board Member for Housing
	Councillor Christine Simm	Supporting Local Communities
	Councillor Louise Upton	Board Member for Healthy 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](#)

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.

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- viewed on our website – mycouncil.oxford.gov.uk
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- 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
- 4 COUNCILLOR 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

A Scrutiny Committee Report on Fusion Lifestyle Performance will follow as a supplement to this agenda.

- 8 COUNCIL TAX REDUCTION SCHEME FOR 2019/20

11 - 34

Lead Member: Supporting Local Communities (Councillor Christine Simm).

The Head of Financial Services has submitted a report to seek approval for proposals for consultation on changes to the Council's Council Tax Reduction Scheme for 2019/20.

Recommendations: That the City Executive Board resolves to:

1. **Agree** that the proposals for the 2019/20 Council Tax Reduction Scheme outlined in the report be subject to public consultation for an 8 week period from 24 September 2018; and
2. **Instruct** the Head of Finance to bring a further report to the City Executive Board in January 2019 to outline the outcome of the consultation process and make proposals for the 2019/20 Council Tax Reduction Scheme.

9 CONSULTATION ON THE WOLVERCOTE NEIGHBOURHOOD PLAN

35 - 256

Lead Member: Planning and Transport (Councillor Alex Hollingsworth)

The Head of Planning, Sustainable Development and Regulatory Services has submitted a report to endorse the consultation on the Draft Wolvercote Neighbourhood Plan as required by Regulations.

Recommendations: That the City Executive Board resolves to:

1. **Agree** that the legal tests have been met and to proceed with the consultation stage;
2. **Endorse** for public consultation the Draft Wolvercote Neighbourhood Plan; and
3. **Proceed** with the neighbourhood plan process by submitting the consultation responses and the draft plan for independent examination.

10 JOINT STATUTORY SPATIAL PLAN

257 - 294

Lead Member: Planning and Transport (Councillor Alex Hollingsworth)

The Head of Planning, Sustainable Development and Regulatory Services has submitted a report to seek approval of draft project and programme documents for the Oxfordshire Joint Statutory Spatial Plan (JSSP) the preparation of which is a requirement of the Oxfordshire Housing and Growth Deal. These documents comprise:

- a, Draft Statement of Community Involvement 2018;
- b, Local Development Scheme; and
- c, JSSP Scoping Document

Recommendations: That the City Executive Board resolves to:

1. **Approve** the Local Development Scheme (LDS) for the JSSP presented at Appendix 1;
2. **Approve** the draft Statement of Community Involvement 2018 (Appendix 2) for the JSSP for a six week period of formal public consultation;
3. **Approve** the JSSP Scoping Document presented at Appendix 3;
4. **Authorise** the Head of Planning, Sustainable Development and Regulatory, after consultation with the Portfolio Holder for Planning and Transport, to make any necessary minor and presentational changes to the draft Statement of Community Involvement 2018 before formal consultation commences; and
5. **Authorise** the Head of Planning, Sustainable Development and Regulatory, after consultation with the Portfolio Holder for Planning and Transport, to make any necessary minor and presentational changes to the Local Development Scheme 2018 and JSSP Scoping Document before publication.

11 **OXFORD FLOOD ALLEVIATION SCHEME (AMENDED LAND DISPOSAL)**

295 - 306

Lead Member: Planning and Transport (Councillor Alex Hollingsworth)

The Executive Director – Sustainable City has submitted a report to present for approval the updated 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.

Recommendations: That the City Executive Board resolves to:

1. **Approve** the amended 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 increase in net in-kind contribution to be made by the Council to the EA from £450,500 to £663,500 (and up to £696,675, if required);
3. **Approve** the use of the Council's powers under the Local Government Act 1972: General Disposal Consent 2003 - disposal of land for less than the best consideration that can reasonably be obtained - to dispose of the land identified in Appendix 1 below market value; and
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 the Environment Agency to give effect to the above matters.

12 **BLACKBIRD LEYS DEVELOPMENT**

307 - 322

Lead Members: Deputy Leader (Statutory) - Leisure and Housing (Councillor Linda Smith) and Housing (Councillor Mike Rowley)

The Regeneration and Economy Programme Director has submitted a report to approve the selection of a preferred development partner.

Recommendations : That the City Executive Board resolves to:

1. **Approve** the selection of the preferred Development Partner;
2. **Delegate** authority to the Regeneration and Economy Programme Director and the Head of Law and Governance, to finalise and enter into a Development Agreement with the preferred Development Partner; and
3. **Delegate** authority to the Head of Financial Services and the Head of Law and Governance, to agree external grant funding arrangements to support this project; including the current Housing and Infrastructure Fund opportunity with Homes England.

13 RE-COMMISSIONING OF HOUSING ADVISORY CONTRACT

323 - 332

Lead Member: Deputy Leader (Statutory) - Leisure and Housing
(Councillor Linda Smith)

The Head of Housing has submitted a report to seek the City Executive Board's agreement to the re-commissioning of an independent housing advisory service.

Recommendations: That the City Executive Board resolves to:

1. **Re-commission** the contract to provide an independent housing advisory contract; and
2. **Delegate** authority to the Head of Housing to award the contract in the best interests of the Council.

14 QUARTERLY INTEGRATED REPORT, FINANCE & PERFORMANCE Q1

333 - 348

Lead Member: Deputy Leader - Finance and Asset Management
(Councillor Ed Turner)

The Head of Financial Services and the Head of Business Improvement have submitted a report to update Members on Finance, Risk and Performance as at 30th June 2018.

Recommendations: That the City Executive Board resolves to:

1. **Note** the projected financial outturn, the current position on risk and performance as at the 30th June 2018;
2. **Recommend** to council to approve the increase of the HRA capital budget for Social Rented Housing Acquisitions by £0.444 million to a total of £1.479 million. This will be fully funded by Retained Right to Buy capital receipts. More details are included in paragraph 10; and
3. **Recommend** to Council to approve the additional capital budget for the Replacement of the Housing Computer System of £0.450 million as per the details in paragraphs 11-12.

15 TREASURY MANAGEMENT PERFORMANCE: ANNUAL REPORT AND PERFORMANCE 2017/18

349 - 356

Lead Member: Deputy Leader - Finance and Asset Management
(Councillor Ed Turner)

The Head of Financial Services has submitted report which sets out the Council's Treasury Management activity and performance for the financial year 2017/2018.

Recommendations: That the City Executive Board resolves to:

Note the report.

16 MINUTES

357 - 362

Recommendation: The City Executive Board NOTES the minutes of the meeting held on 14 August 2018 as a true and accurate record.

17 DATES OF FUTURE MEETINGS

Meetings are scheduled for the following dates:

16 October 2018
14 November 2018
18 December 2018

All meetings start at 5pm.

18 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 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 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

19	OXFORD FLOOD ALLEVIATION SCHEME - CONFIDENTIAL APPENDICES	363 - 374
	Appendices 1 and 2 of Oxford Flood Alleviation Scheme Report.	
20	BLACKBIRD LEYS DEVELOPMENT - CONFIDENTIAL APPENDIX	375 - 376
	Appendix 2 of the Blackbird Leys Development Report	

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