

FORWARD PLAN FOR THE PERIOD APRIL - JULY 2014

The Forward Plan gives information about all executive decisions (including "key decisions") the City Executive Board is expected to take over the forthcoming four-month period. It also contains information about key decisions, and decisions of significance to be taken by other council committees, and by Council itself, that Council officers are expected to take over the forthcoming four-month period. A "key decision", except in special or urgent circumstances, cannot be taken unless it has appeared in the Forward Plan for 28 days before the key decision is made. The Forward Plan also contains information about matters that are likely to be taken in private.

Key decisions

A key decision as defined in Regulations means an executive decision which is likely:-

- “(a) To result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council’s budget for the service or function to which the decision relates; or
- (b) To be significant in terms of its effects on communities living or working in an area comprising two or more wards in the council’s area.

The guidance figures for significant items in financial terms as far as the City Council is concerned is £500,000.

Private meetings

Part or the whole or some or all of the matters in this Forward Plan may be taken at a meeting not open in part or in whole to the press or public on one of the grounds in the Local Government (Access to Information) (Variation) Order 2006. Where a matter is likely to be taken in whole or in part in private, this is indicated in the details about that matter.

Making representations on matters or objections to taking matters in private

If you wish to make representations about any matter listed in the Forward Plan, or about taking any part of a matter in private then you must contact us at least 7 working days before the decision is due to be made. This can be done:-

- by email to democraticservices@oxford.gov.uk
- in writing to

Democratic Services
St Aldate’s Chamber
St Aldate’s Street
Oxford
OX1 1DS

Inspection of documents

Reports to be submitted to the decision-maker together with background papers to those reports as listed in the reports are available for inspection at the offices of the Council and appear on our website www.oxford.gov.uk 5 working days prior to the date on which the decision is due to be made.

The Council's decision-making process

Further information about the Council's decision making process (including key decisions) can be found in the Council's Constitution, which can be inspected at the Council's offices or online at www.oxford.gov.uk

CITY EXECUTIVE BOARD MEMBERSHIP AND RESPONSIBILITIES

<i>Bob Price (Leader)</i>	<i>Corporate Governance, Strategic Partnerships and Economic Development</i>
<i>Ed Turner (Deputy Leader)</i>	<i>Finance, Efficiency and Strategic Asset Management</i>
<i>Susan Brown</i>	<i>Benefits and Customer Services</i>
<i>Colin Cook</i>	<i>City Development</i>
<i>Steve Curran</i>	<i>Youth and Communities</i>
<i>Pat Kennedy</i>	<i>Education, Crime and Community Safety</i>
<i>Mark Lygo</i>	<i>Parks, Sports and Events</i>
<i>Mike Rowley</i>	<i>Leisure Services</i>
<i>Scott Seamons</i>	<i>Housing</i>
<i>John Tanner</i>	<i>Cleaner Greener Oxford</i>

APRIL

ITEM 1:	FLOOD SUPPORT PACKAGE
This report will consider a range of support schemes for households and businesses affected by flooding during the 2013/14 Winter to enable the Council to provide financial support to affected local residents and businesses.	
Target Date:	23 Apr 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	Corporate Governance, Strategic Partnerships and Economic Development
Is this item to be taken in public?	Yes
Report of:	Head of Finance
Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 2:	LEASE OF 1930S OFFICE BLOCK OF TOWN HALL FOR SERVICED OFFICE USE
This report will propose terms for the letting of the North Wing of the Town Hall. The report will contain a not for publication appendix.	
As required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, because less than 28 days' notice is being given of the consideration of part of this item in private and less than 28 days' notice is being given of the taking of a key decision, in the first case the agreement of the Chair of the Scrutiny Committee has been obtained and in the second case the Chair of the Scrutiny Committee has been told. The decision is urgent because of the amount of letting income foregone if a decision is delayed. This explanation constitutes the note on the circumstances required by the Regulations.	
Target Date:	23 Apr 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	Finance, Efficiency and Strategic Asset Management
Is this item to be taken in public?	Yes
Report of:	Regeneration and Major Projects Service Manager
Contact:	Julia Castle jcastle@oxford.gov.uk

ITEM 3:	HEADINGTON NEIGHBOURHOOD AREA - NEIGHBOURHOOD PLAN
This report will seek Board approval formally to designate a Headington Neighbourhood Area as the first step towards the development of a Headington Neighbourhood Plan.	
Target Date:	23 Apr 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Not Key
Executive lead member:	City Development
Is this item to be taken in public?	Yes
Report of:	Head of City Development
Contact:	Sarah Harrison sbharrison@oxford.gov.uk

MAY

JUNE

JULY

ITEM 4:	DIGITAL PATHWAYS TO SOCIAL INCLUSION
This report will be an impact study of home internet access and integrated support strategies for workless households	
Target Date:	3 July 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	Corporate Governance, Strategic Partnerships and Economic Development
Is this item to be taken in public?	Yes
Report of:	Head of Policy Culture and Communications
Contact:	Val Johnson vjohnson@oxford.gov.uk

ITEM 5:	LAND QUALITY STRATEGY
This report will propose the adoption of a land quality strategy for Oxford.	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Not Key
Executive lead member:	Cleaner, Greener Oxford
Is this item to be taken in public?	Yes
Report of:	Head of Environmental Development
Contact:	John Copley Tel: 01865 252386 jcopley@oxford.gov.uk

ITEM 6:	ANTI-SOCIAL BEHAVIOUR POLICY
This report will present an anti-social behaviour policy for adoption by the Board.	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	Education, Crime and Community Safety
Is this item to be taken in public?	Yes
Report of:	Head of Environmental Development
Contact:	Richard J Adams Tel: 01865 252283 rjadams@oxford.gov.uk

ITEM 7:	FRIDESWIDE SQUARE PROJECT - CAPITAL COST CONTRIBUTION
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	City Development
Is this item to be taken in public?	Yes
Report of:	Head of City Development
Contact:	Michael Crofton-Briggs mcrofton-briggs@oxford.gov.uk

ITEM 8:	PARKING ON HRA LAND
This report will present options for the control of resident parking on HRA land.	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	Executive Board Member for Housing
Is this item to be taken in public?	Yes
Report of:	Head of Housing and Property
Contact:	Alison Dalton adalton@oxford.gov.uk

ITEM 9:	HORSPATH ROAD SPORTS PAVILION - REMODELLING OPTIONS
This report will review the options for remodelling the Horspath Road sports pavilion and for improving sports provision at Horspath Road.	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Not Key
Executive lead member:	Leisure Services
Is this item to be taken in public?	Yes
Report of:	Head of Leisure, Parks and Communities
Contact:	Ian Brooke Tel: 01865 252705 ibrooke@oxford.gov.uk

ITEM 10:	COMMUNITY ENGAGEMENT PLAN 2014-2017 - ADOPTION OF PLAN
Target Date:	3 Jul 2014 14 Jul 2014
Decision Takers	City Executive Board Council
Is this a Key Decision?	Not Key
Executive lead member:	Corporate Governance, Strategic Partnerships and Economic Development
Is this item to be taken in public?	Yes
Report of:	Executive Director Community Services
Contact:	Peter McQuitty Tel: 01865 252780 pmcquitty@oxford.gov.uk

ITEM 11:	OXFUTURES - MOBILISING LOCAL ENERGY INVESTMENT
This report will be for the Board's information and will update the Board on the subject before a report is submitted concerning the drawing down of further grant monies.	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Not Key
Executive lead member:	Cleaner, Greener Oxford
Is this item to be taken in public?	Yes
Report of:	Head of Environmental Development
Contact:	Jo Colwell jcolwell@oxford.gov.uk

ITEM 12:	HOUSING STRATEGY 2012 - 2015 ACTION PLAN
This report will propose updates to the Housing Strategy action plan as a prelude to the new 2015 – 2018 Action Plan.	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	Housing
Is this item to be taken in public?	Yes
Report of:	Head of Housing and Property
Contact:	Gary Parsons gparsons@oxford.gov.uk

ITEM 13:	FINANCE, PERFORMANCE AND RISK - END OF YEAR REPORT
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Not Key
Executive lead member:	Finance, Efficiency and Strategic Asset Management
Is this item to be taken in public?	Yes
Report of:	Executive Director Organisational Development and Corporate Services
Contact:	Nigel Kennedy Tel: 01865 252708 nkennedy@oxford.gov.uk, Jane Lubbock Tel: 01865 252708 jlubbock@oxford.gov.uk

ITEM 14:	BUSINESS IN THE COMMUNITY - WORKING IN PARTNERSHIP
This report will concern the fostering of school business links and supporting jobs for young people.	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Not Key
Executive lead member:	Corporate Governance, Strategic Partnerships and Economic Development
Is this item to be taken in public?	Yes
Report of:	Executive Director City Regeneration and Housing
Contact:	Simon Howick Tel: 01865 252547 showick@oxford.gov.uk

ITEM 15:	SOCIAL INCLUSION FUND
This report will set out funding recommendations from the social inclusion grants panel to community and voluntary groups.	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Not Key
Executive lead member:	Youth and Communities
Is this item to be taken in public?	Yes
Report of:	Head of Leisure, Parks and Communities
Contact:	Luke Nipen lnipen@oxford.gov.uk

ITEM 16:	TOWER BLOCKS REFURBISHMENT
This report will seek approval to the grant of delegated authority to the Strategic Director, City Regeneration to appoint the principal contractor to undertake construction works for the tower blocks refurbishment scheme.	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	Housing
Is this item to be taken in public?	Yes
Report of:	Head of Housing and Property
Contact:	Jack Bradley jbradley@oxford.gov.uk

ITEM 17:	FINANCIAL INCLUSION STRATEGY
In March, CEB adopted the Draft Financial Inclusion Strategy. Following public consultation, the revised Strategy will need to be agreed.	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	Benefits and Customer Services
Is this item to be taken in public?	Yes
Report of:	Head of Customer Services
Contact:	Paul Wilding Tel: 01865 252461 pwilding@oxford.gov.uk

ITEM 18:	DISCRETIONARY HOUSING PAYMENT POLICY
To make recommendations to revise the existing Discretionary Housing Payment Policy	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	Benefits and Customer Services
Is this item to be taken in public?	Yes
Report of:	Head of Housing and Property
Contact:	Paul Wilding Tel: 01865 252461 pwilding@oxford.gov.uk

ITEM 19:	OXFORD CANAL TOWPATH IMPROVEMENTS PHASE 2
Agreement on funding contribution	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	City Development
Is this item to be taken in public?	Yes
Report of:	Head of Environmental Development
Contact:	Mai Nielson Tel: 01865 252403 mnielsen@oxford.gov.uk

ITEM 20:	APPOINTMENT TO OUTSIDE BODIES 2014
To appoint Council representatives to outside bodies for the forthcoming year	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	Corporate Governance, Strategic Partnerships and Economic Development
Is this item to be taken in public?	Yes
Report of:	Head of Law and Governance
Contact:	Sarah Claridge sclaridge@oxford.gov.uk

ITEM 21:	SALE OF SUB STATION SITES
Proposal recommending disposal of freehold interest in 84 sub-station sites across the city to Scottish and Southern Electric.	
Target Date:	3 Jul 2014
Decision Taker	City Executive Board
Is this a Key Decision?	Yes
Executive lead member:	Finance, Efficiency and Strategic Asset Management
Is this item to be taken in public?	Yes
Report of:	Regeneration and Major Projects Service Manager
Contact:	Mike Scott mwscott@oxford.gov.uk

BEYOND THE LIFE OF THIS PLAN