

# FORWARD PLAN

## September 2016 - December 2016

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### What is the Forward Plan?

The Forward Plan gives information about all the decisions (key and non-key) that the City Executive Board (CEB) is expected to take over the next year. For completeness, the Forward Plan also includes important decisions which will be taken by the full Council.

Each item on the Forward Plan shows either a provisional or confirmed date for when it will be considered by CEB. Where possible, report authors will keep to the dates shown, however, it may be necessary for some provisional items to be rescheduled.

The Forward Plan is published on the Council's website on the first working day of the month. However, it is subject to regular revision and new issues or changes to existing issues will be posted on the website as soon as they are known.

The Forward Plan includes:

- a short description of the decision to be made
- who will make the decision
- when the decision will be made
- details of the planned consultation with local people and other stakeholders
- contact details for further information

### What is a Key decision?

A key decision is an executive decision which is likely:

- to result in the council incurring expenditure of more than £500,000; or
- to be significant in terms of its effects on communities living or working in an area comprising of two or more wards.

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 decision is made.

### Inspection of documents

The agenda papers (including the reports and background papers) for CEB meetings are available 5 working days before the meeting on the council website:

<http://www.oxford.gov.uk>

The Forward Plan is available to view at the Town Hall.

### Private meetings

The majority of the decisions taken by the CEB are made in the "open session" of a meeting when the press or public have the right to attend. However, some or all, of the information supporting decisions in the Forward Plan may be confidential and as such it will be taken in the "private session" a meeting when the press or public are excluded. Items that will be taken in "private session" are marked in this plan and the reason for doing so given.

If you object to an item being taken in private, or if you wish to make representations about any matter listed in the Forward Plan, then please contact Committee & Member Services at least 7 working days before the decision is due to be made:

T: 01865 252191

Email: [cityexecutiveboard@oxford.gov.uk](mailto:cityexecutiveboard@oxford.gov.uk)

### The Council's decision-making process

Further information about the Council's decision making process can be found in the Council's Constitution, which can be inspected at the Council's offices or online at

<http://www.oxford.gov.uk>

### City Executive Board Members and Senior Officers

City Executive Board Member	Portfolio
<b>Bob Price, Council Leader</b>	Corporate Strategy and Economic Development
<b>Ed Turner, Deputy Leader</b>	Finance, Asset Management and Public Health
<b>Susan Brown</b>	Customer and Corporate Services
<b>Alex Hollingsworth</b>	Planning and Regulatory Services
<b>Pat Kennedy</b>	Young People, Schools and Skills
<b>Linda Smith</b>	Leisure, Parks and Sport
<b>Mike Rowley</b>	Housing
<b>Dee Sinclair</b>	Community Safety
<b>Christine Simm</b>	Culture and Communities
<b>John Tanner</b>	A Clean and Green Oxford

Senior Officers	Job Title
<b>Peter Sloman</b>	Chief Executive
<b>David Edwards</b>	Executive Director, City Regeneration and Housing
<b>Tim Sadler</b>	Executive Director, Community Services
<b>Jackie Yates</b>	Executive Director, Organisational Development and Corporate Services
<b>Caroline Green</b>	Assistant Chief Executive
<b>Helen Bishop</b>	Head of Business Improvement
<b>Ian Brooke</b>	Head of Community Services
<b>Graham Bourton</b>	Head of Direct Services
<b>Nigel Kennedy</b>	Head of Financial Services/Section 151 Officer
<b>Stephen Clarke</b>	Head of Housing and Property
<b>Jeremy Thomas</b>	Head of Law and Governance / Monitoring Officer
<b>Patsy Dell</b>	Head of Planning and Regulatory

<b>Will this decision be preceded by any form of consultation?</b>	Union consultation
<b>Decision Taker</b>	Council 29 Sep 2016
<b>Executive Lead Member</b>	Customer and Corporate Services
<b>Lead Executive Director</b>	Head of Business Improvement
<b>Report Contact</b>	Helen Bishop, Head of Business Improvement Tel: 01865 252233 hbishop@oxford.gov.uk

## CEB 13 OCTOBER 2016

<b>ITEM 17: ID: I013628</b>	<b>REVIEW OF TREE MANAGEMENT POLICY</b>  <b>Report Status: Confirmed</b>
The Tree Management Policy was adopted in 2008 and last reviewed in 2011. The current Tree Management Policy will be the subject of discussions at the Parish Council Forum and the Scrutiny Committee in the spring of 2016. If as a result of those discussions the Tree Management Policy needs to be revised then a report will be submitted to the CEB	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Yes - The Tree Policy will be reviewed at the Parish Council Forum in March and Scrutiny Committee in April.
<b>Decision Taker</b>	City Executive Board 13 Oct 2016
<b>Executive Lead Member</b>	Leisure, Parks and Sport
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Stuart Fitzsimmons, Parks and Open Spaces Manager sfitzsimmons@oxford.gov.uk

<b>ITEM 18: ID: I014800</b>	<b>RIGHT TO BUY RETENTION FUNDING</b>  <b>Report Status: Confirmed</b>
Seeks approval for alternative mechanisms to use Right to Buy Retention Funding to avoid having to return any such funding to Department for Communities and Local Government (DCLG).	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 13 Oct 2016 Council 5 Dec 2016
<b>Executive Lead Member</b>	Finance, Asset Management and Public Health, Housing
<b>Lead Executive Director</b>	Head of Financial Services
<b>Report Contact</b>	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk, Alan Wylde, Housing Development & Enabling Manager Tel: 01865 252319 awylde@oxford.gov.uk

<b>ITEM 19: ID: I011844</b>	<b>SUSTAINABLE ENERGY ACTION PLAN (SEAP) FOR OXFORD</b>  <b>Report Status: Confirmed</b>
On 29 September 2014 Council agreed to support the Covenant of Mayors initiative and authorised the Lord Mayor to sign the Covenant adhesion form. By signing up to the Covenant of Mayors the Council committed to submit a Sustainable Energy Action Plan (SEAP) for the City of Oxford. The SEAP does not set any new targets but estimates our baseline emissions in 2005 and captures the actions and policies that the Council and its partners are implementing to reduce carbon emissions. These actions will help to meet the Council's target of reducing carbon emissions by 40% by 2020 across the whole city. This report will request approval of our aims, objectives and emission reduction target for the City and adoption of the action plan attached to the Sustainable Energy Strategy.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Yes - Stakeholder workshops took place in February 2016
<b>Decision Taker</b>	City Executive Board 13 Oct 2016
<b>Executive Lead Member</b>	Climate Change and Cleaner Greener Oxford
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Mairi Brookes, OxFutures Programme Manager Tel: 01865 252212 mbrookes@oxford.gov.uk

<b>ITEM 20: ID: I015017</b>	<b>CUSTOMER SERVICE EXCELLENCE</b>  <b>Report Status: Confirmed</b>
To report the results from the recent corporate Customer Service Excellence accreditation, and detail how this will be further embedded in the organisation moving forward.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 13 Oct 2016
<b>Executive Lead Member</b>	Customer and Corporate Services
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services
<b>Report Contact</b>	Helen Bishop, Head of Business Improvement Tel: 01865 252233 hbishop@oxford.gov.uk

<b>ITEM 21: ID: I014757</b>	<b>GRANDPONT PAVILION - HINKSEY PARK FOOTBALL CLUB LONG TERM LEASE</b>  <b>Report Status: Provisional: Awaiting further information, advice or input</b>
To set out the heads of terms and community use agreement associated with granting a lease to Hinksey Park Football Club over the pavilion at Grandpont Recreation ground. The report will also seek to grant devolution of authority for 2 similar leases for the pavilions at Cutteslowe Park (Lower) with Summertown Stars AFC and Margaret Road Pavilion with Quarry Rovers FC	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area

	comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 13 Oct 2016
<b>Executive Lead Member</b>	Leisure, Parks and Sport
<b>Lead Executive Director</b>	Head of Community Services
<b>Report Contact</b>	Paul Backman, Sports Development Officer - Facilities and Projects Tel: 01865252692 pbackman@oxford.gov.uk

## CEB 17 NOVEMBER 2016

<b>ITEM 22: ID: I012651</b>	<b>ANNUAL MONITORING REPORT (AMR) 2015/16</b>  <b>Report Status: Confirmed</b>
This is the City Council's 12th AMR to assess the effectiveness of planning policies contained within Oxford's Local Development Plan.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	No consultation. This is a factual report.
<b>Decision Taker</b>	City Executive Board 17 Nov 2016
<b>Executive Lead Member</b>	Planning and Regulatory Services
<b>Lead Executive Director</b>	Executive Director for Regeneration and Housing
<b>Report Contact</b>	Rebekah Knight, Planner Tel: 01865 252612 rknight@oxford.gov.uk

<b>ITEM 23: ID: I014726</b>	<b>COMMERCIAL WASTE COLLECTION CAPACITY</b>  <b>Report Status: Confirmed</b> <b>Council: Confirmed</b>
The Council is reaching its commercial wastes collection capacity and requires an additional recycling collection vehicle and operational crew. This report requests the funding for this.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
<b>Will this decision be preceded by any form of consultation?</b>	Between Direct Services Waste & Recycling Operations and Finance Business Partners.
<b>Decision Taker</b>	City Executive Board 17 Nov 2016 Council 5 Dec 2016
<b>Executive Lead Member</b>	Councillor John Tanner
<b>Lead Executive Director</b>	Head of Direct Services
<b>Report Contact</b>	Ashley Buttress, Waste Operations Co-ordinator Tel: 07824384247 abuttress@oxford.gov.uk, Stuart Pohler, Recycling & Waste Operations Manager Tel: 07824 384 247 spohler@oxford.gov.uk

<b>ITEM 24: ID: I014934</b>	<b>DIGITAL STRATEGY</b>  <b>Report Status: Confirmed</b>
Sets out the City Council's vision and strategy for delivering a world-class digital city across the key themes of: Digital Leadership; Digital by Design; Inclusion; Customer in Control; Supporting Business Growth; and Collaboration, supported by an action plan to articulate how the strategy will be delivered.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Consultation taking place during August/September with key stakeholders including digital networks, Oxford Strategic Partnership, business community and other public sector partners
<b>Decision Taker</b>	City Executive Board 17 Nov 2016
<b>Executive Lead Member</b>	Customer and Corporate Services
<b>Lead Executive Director</b>	Head of Business Improvement
<b>Report Contact</b>	Neil Lawrence, Digital Development Manager nlawrence@oxford.gov.uk

<b>ITEM 25: ID: I014835</b>	<b>SAFEGUARDING LANGUAGE SCHOOL STUDENTS</b>  <b>Report Status: Confirmed</b>
Update on safeguarding arrangements for foreign language students studying in Oxford.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 17 Nov 2016
<b>Executive Lead Member</b>	Community Safety
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Richard J Adams, Community Safety & Resilience Manager Tel: 01865 252283 rjadams@oxford.gov.uk

<b>ITEM 26: ID: I015077</b>	<b>SUSTAINABILITY STRATEGY 2017</b>  <b>Report Status: Confirmed</b> <b>CEB April: Provisional: Decision needs further consideration or information</b> <b>Council: Provisional: Decision needs further consideration or information</b>
The report will provide the revised Oxford Sustainability Strategy, which will set out the vision for Oxford's sustainable future and steps we are required to take to deliver it. The report will recommend approval of the draft strategy for public consultation.	
CEB April 2017: To report on the public consultation process and present the final Sustainability Strategy to the Board. CEB to recommend that Council approve the final Sustainability Strategy 2017.	

Council April 2017 – Council to approve Sustainability Strategy 2017	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	6 weeks Online public consultation required
<b>Decision Taker</b>	City Executive Board 17 Nov 2016 City Executive Board 6 Apr 2017 Council 24 Apr 2017
<b>Executive Lead Member</b>	A Clean and Green Oxford
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Mai Jarvis, Environmental Quality Team Manager Tel: 01865 252403 mjarvis@oxford.gov.uk

## COUNCIL 5 DECEMBER

to include any reports from CEB

## CEB 15 DECEMBER 2016

<b>ITEM 27: ID: I014683</b>	<b>BUDGET 2017/2018</b>  <b>Report Status: Confirmed</b>
A new Budget for the period 2017/2018. · The pre-consultation draft report will be submitted to CEB in December 2016. The post-consultation draft report will be submitted to CEB in February 2017 · The Budget will be submitted to Council for adoption in February 2017.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Yes - public consultation
<b>Decision Taker</b>	City Executive Board 15 Dec 2016 City Executive Board 9 Feb 2017 Council 20 Feb 2017
<b>Executive Lead Member</b>	Finance, Asset Management and Public Health
<b>Lead Executive Director</b>	Section 151 Officer
<b>Report Contact</b>	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

<b>ITEM 28: ID: I014717</b>	<b>CORPORATE PLAN 2017/2018</b>  <b>Report Status: Confirmed</b>
A new Corporate Plan for the period 2017/2018 · The pre-consultation draft report will be submitted to CEB in December 2016. The post-consultation draft report will be submitted to CEB in February 2017 · The Asset Management Plan will be submitted to Council for adoption in February 2017.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards

<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Yes public consultation
<b>Decision Taker</b>	City Executive Board 15 Dec 2016 City Executive Board 9 Feb 2017 Council 20 Feb 2017
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Assistant Chief Executive
<b>Report Contact</b>	Caroline Green, Assistant Chief Executive cgreen@oxford.gov.uk

<b>ITEM 29: ID: I014416</b>	<b>TREASURY MANAGEMENT STRATEGY 2017/18</b>  <b>Report Status: Confirmed</b>
Treasury Management Strategy for 2017/2018, including prudential indicators. <ul style="list-style-type: none"> <li>• The pre-consultation draft report will be submitted to CEB in December 2016.</li> <li>• The post-consultation draft report will be submitted to CEB in February 2017</li> <li>• Submitted to Council for adoption in February 2017.</li> </ul>	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 15 Dec 2016 City Executive Board 9 Feb 2017 Council 20 Feb 2017
<b>Executive Lead Member</b>	Finance, Asset Management and Public Health
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services
<b>Report Contact</b>	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

<b>ITEM 30: ID: I014684</b>	<b>TREASURY MANAGEMENT PERFORMANCE: ANNUAL REPORT AND PERFORMANCE 2016/17</b>  <b>Report Status: Confirmed</b>
This performance monitoring report on the Treasury Management Strategy: Annual Report and Performance 2016/17 is submitted twice a year: <ul style="list-style-type: none"> <li>• Dec 2016– the position at the 30 September 2016 (Half Year)</li> <li>• Sept 2017 – the position at 31 March 2017 (Full Year)</li> <li>•</li> </ul> This Performance monitoring report is submitted twice a year to cover: the position at 30 September (Half Year) and 31 March (Full Year)	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 15 Dec 2016 City Executive Board September 2017
<b>Executive Lead Member</b>	Finance, Asset Management and Public Health



<b>Lead Executive Director</b>	Section 151 Officer
<b>Report Contact</b>	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

<b>ITEM 31: ID: I012199</b>	<b>TRANSFER STATION FOR RECYCLED MATERIAL</b>  <b>Report Status: Provisional: Decision reliant on another action or process.</b>
Proposal to create and operate a Council managed Transfer Station for City collected co-mingled recycled, green waste, street arisings and engineering works spoil.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 15 Dec 2016
<b>Executive Lead Member</b>	A Clean and Green Oxford
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Geoff Corps, Cleaner Greener Services Manager gcorps@oxford.gov.uk

## CEB 19 JANUARY 2017

<b>ITEM 32: ID: I011613</b>	<b>DESIGN SUPPLEMENTARY PLANNING DOCUMENT - DRAFT</b>  <b>Report Status: Provisional: Decision reliant on another action or process</b>
The Design SPD will set out planning guidance for the design of new buildings in Oxford considering particularly local context. This meeting will be to approve the draft for public consultation.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Yes- public consultation
<b>Decision Taker</b>	City Executive Board 19 Jan 2017
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Executive Director for Regeneration and Housing
<b>Report Contact</b>	Gill Butter, Conservation and Urban Design Officer gbutter@oxford.gov.uk

<b>ITEM 33: ID: I011611</b>	<b>NORTH OXFORD VICTORIAN SUBURB CONSERVATION AREA APPRAISAL- ADOPTION</b>  <b>Report Status: Provisional: Decision reliant on another action or process</b>
To recommend adoption of the North Oxford Victorian Suburb Conservation Area Appraisal.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the</b>	Open -

<b>public?</b>	
<b>Will this decision be preceded by any form of consultation?</b>	Public consultation in summer 2016.
<b>Decision Taker</b>	City Executive Board 19 Jan 2017
<b>Executive Lead Member</b>	Planning and Regulatory Services
<b>Lead Executive Director</b>	Executive Director for Regeneration and Housing
<b>Report Contact</b>	Ian Marshall, Team Leader Design, Heritage and Specialist Services Tel: 01865 252332 imarshall@oxford.gov.uk

<b>ITEM 34: ID: I013240</b>	<b>WATERWAYS PUBLIC SPACE PROTECTION ORDER</b>  <b>Report Status: Provisional: Decision needs further consideration or information</b>
The report will contain a proposal to the CEB to introduce a Public Spaces Protection Order for certain behaviours on the waterways within Oxford City's local authority boundary. <ul style="list-style-type: none"> <li>It was submitted to CEB in January 2017 for approval pre-consultation.</li> </ul>	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Yes - public consultation Autumn/Winter 2016. Specific groups include Riparian owners and waterways users.
<b>Decision Taker</b>	City Executive Board 19 Jan 2017
<b>Executive Lead Member</b>	Community Safety
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Richard J Adams, Community Safety & Resilience Manager Tel: 01865 252283 rjadams@oxford.gov.uk

## CEB 9 FEBRUARY 2017

to include reports relating to the Budget, Medium Term Financial Plan and Corporate Plan

<b>ITEM 35: ID: I014681</b>	<b>GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2017/2018</b>  <b>Report Status: Confirmed</b>
This report is for the City Executive Board to make decisions on the allocation of grants to the community and voluntary organisations for 2017/2018.  A further monitoring report on the reported achievements resulting from these grants allocations will be submitted to the City Executive Board in June 2018.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 9 Feb 2017
<b>Executive Lead Member</b>	Culture and Communities
<b>Lead Executive Director</b>	Head of Community Services
<b>Report Contact</b>	Julia Tomkins, Grants & External Funding Officer

<b>ITEM 36: ID: I014411</b>	<b>CAPITAL STRATEGY 2017/18</b>  <b>Report Status: Confirmed</b> <b>Council: Confirmed</b>
To consider the Council's Capital Strategy for 2017/18.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 9 Feb 2017 Council 20 Feb 2017
<b>Executive Lead Member</b>	Finance, Asset Management and Public Health
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services
<b>Report Contact</b>	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

<b>ITEM 37: ID: I014782</b>	<b>REFRESH OF CARBON MANAGEMENT PLAN: 2017 -2022</b>  <b>Report Status: Confirmed</b>
The current five year phase of the Carbon Management Plan ends in March 2017 – it is expected that the corporate target of implemented carbon reduction measures across the estate and operations of the council of 5%/y min. will be exceeded for the 5 year phase to that point. The refreshed plan will: look ahead to the next five year phase; quantify the tCO2 required each year to meet the ongoing 5%/y min. corporate target; describe the approach to be taken particularly with regard to energy and water management, and intention to follow the ISO 50001 standard.	
<b>Is this a Key Decision?</b>	Yes
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Input will be sought from OCC staff whose roles have implications for the carbon emissions of the council
<b>Decision Taker</b>	City Executive Board 9 Feb 2017
<b>Executive Lead Member</b>	A Clean and Green Oxford
<b>Lead Executive Director</b>	Executive Director for Community Services
<b>Report Contact</b>	Paul Spencer, Energy & Carbon Manager Tel: 01865 252238 pspencer@oxford.gov.uk, Paul Robinson, Team Manager, Energy and Climate Change Tel: 01865252541 probinson@oxford.gov.uk

## **COUNCIL - 6 FEBRUARY 2017**

To include any reports from CEB

## **COUNCIL (BUDGET) - 20 FEBRUARY 2017**

to include reports relating to the Budget, Medium Term Financial Plan and Corporate Plan

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