

## Appendix 14

**Strategic Action Plan and Milestones**

<b>Project</b>	<b>Action to Be taken and Target Date(s)</b>	<b>Lead Officer(s)</b>
<b>Current and Ongoing</b>		
1. <b>Development Site</b> – Land West of Barton	Joint feasibility project with HCA in 2009/10 with likely intensive work in subsequent years.	Head of Community Housing and Community Development supported by a Corporate Project Team.
2. <b>Development Site</b> - South Oxford Urban Extension	Project involving consultancy and negotiations in 2009/10 with likely intensive work in subsequent years.	Head of Property and Facilities Management.
3. <b>Development Site</b> - Oxpens	In 2009/10 the Council is considering options for the approach to the development.	Head of City Development supported by Head of Property and Facilities Management.
4. <b>Development Site</b> - Westgate Shopping Centre	Ongoing project negotiating with developer/owner	Head of Property and Facilities Management.
5. <b>Organisational Review</b> - Property and Facilities Management Service Reorganisation Implementation	Completion of reorganisation and integration of the new Service including recruitment and establishment of protocols, procedures and governance for corporate asset management. Completion by Sept. 2009.	Head of Property and Facilities Management supported by the Head of Legal and Democratic Services.
6. <b>Property Category Review</b> - Leisure Centres	Review of future provision of Leisure Centres. Report to CEB in May 2009 and feasibility work ongoing	Head of City Leisure Services, supported by the Head of Property and Facilities Management.
7. <b>Property Category Review</b> - Office Accommodation Strategy	Second stage of the strategy undertaking more detailed work on	Head of Property and Facilities Management supported by the

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(Refinement of Options including the Carlyle Development Scheme). Development of supporting ICT and ICT Policies	Option 1A and 2. Report in 2009.	Heads of Business Transformation, Finance and Human Resources.
8. <b>Property Policy Development</b> – Capital Receipts from Asset Disposals programme	Development of a multi-year programme	Head of Property and Facilities Management supported by the Head of Finance.
9. <b>Property Policy Development</b> - Maintenance Backlog Works Prioritisation	Formal prioritisation of addition capital funding. Report to CEB in May 2009.	Head of Property and Facilities Management.
<b>2009/2010</b>		
10. <b>Area Property Review</b> – Blackbird Leys	Review of public property in Blackbird Leys and development of a future strategy for services and property in the area. Reporting in March 2010.	Head of Community Housing and Community Development supported by a Corporate Project Team.
11. <b>Development Site</b> – Northway Offices Demolition	Demolition and landscaping. Completion 2009.	Head of Property and Facilities Management.
12. <b>Organisational Review</b> – Financial Accounting for Investment Property.	Review of property accounting methods to allow for total income and expenditure analysis on an individual establishment basis, particularly but not exclusively in the Investment Property Portfolio. Completion by March 2010.	Head of Finance, supported by the Head of Property and Facilities Management.
13. <b>Property Category Review</b> - Cemeteries	Review of options for future burials and interments the outputs of which will be a property strategy for Cemeteries. Report by March 2010.	Head of City Works/Bereavement Services Manager, supported by the Head of Property and Facilities Management.
14. <b>Property Category Review</b> -	Review of customer access channels	Head of Customer Services,

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Customer Service Shops	one of the outputs of which will be a strategy for the Council's Customer Services Outlets and its call centre. Report in 2009.	supported by the Head of Property and Facilities Management.
15. <b>Property Category Review –</b> City Works Depots	Review of all City Works operations including property considerations. Report in Dec 2009.	Head of City Works, supported by the Head of Property and Facilities Management.
16. <b>Property Category Review -</b> Investment Property	Review of Investment Property portfolio and development of ongoing Investment Property Strategy. This review will include the Covered Market. Report in December 2009.	Head of Property and Facilities Management supported by the Head of Finance.
17. <b>Property Category Review –</b> Off Street Car Parks	Review of car parks particularly but not exclusively to review income and expenditure and potential to provide affordable housing. Report in March 2010.	Head of Property and Facilities Management supported by the Head of City Development.
18. <b>Property Category Review -</b> Parks and Street Screen	Review of the Council's Parks and associated uses and the management of the street scene.	Head of City Works
19. <b>Property Category Review -</b> Public Conveniences	Review of the Council's public conveniences leading to agreement and implementation of public conveniences strategy.	Head of City Works, supported by the Head of Property and Facilities Management.
20. <b>Property Category Review –</b> Review of Service Tenancies	Review of all Council service tenancies.	Executive Director of Regeneration
<b>2010/2011 and later</b>		
21. <b>Area Property Reviews –</b> Estates Strategy Development	Identify development sites to be released for affordable and/or other	Head of Property and Facilities Management supported by



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work to bring forward affordable housing	housing.	Head of Community Housing and Community Development.
22. <b>Area Property Review – Northway</b>	Review of public property in Northway Area and development of a future strategy for property in the area.	Head of Community Housing and Community Development supported by a Corporate Project Team.
23. <b>Development Site – Northway Offices Site</b>	Development and/or disposal for development of the site of the Northway Offices for low cost housing	Head of Property and Facilities Management
24. <b>Property Policy Development – Assets and Community Groups</b>	Review of benefits and challenges and development of criteria for granting property interests to community groups. Report in March 2010.	Head of Property and Facilities Management supported by the Head of Community Housing and Community Development.
25. <b>Property Policy Development – Property Charging and Rent Grants</b>	Development of policy rent charging to community groups, the third sector and others.	Head of Property and Facilities Management.
26. <b>Property Policy Development – Reduction of Carbon Emissions from Property</b>	Development of a policy for building emissions – new and existing.	Head of Environmental Development supported by Head of Property and Facilities Management.