

# FORWARD PLAN FOR THE PERIOD JULY - OCTOBER 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](mailto:democraticservices@oxford.gov.uk) or 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](http://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](http://www.oxford.gov.uk)

## CITY EXECUTIVE BOARD MEMBERSHIP AND RESPONSIBILITIES

City Executive Board Member	Portfolio
Bob Price, Council Leader	Corporate Strategy, Economic Development and Planning
Ed Turner, Deputy Leader	Finance, Asset Management and Public Health
Susan Brown	Customer Services and Social Inclusion
Mark Lygo	Sports, Events and Parks
Pat Kennedy	Educational Attainment and Youth Ambition
Mike Rowley	Leisure Contract and Community Partnership Grants
Dee Sinclair	Crime and Community Response
Scott Seamons	Housing and Estate Regeneration
Christine Simm	Culture and Communities
John Tanner	Cleaner, Greener Oxford, Climate Change and Transport

**14 JULY 2014**

<b>ITEM 1:</b>	<b>NORTHERN GATEWAY AREA ACTION PLAN: PROPOSED SUBMISSION DOCUMENT</b>
This report seeks approval for the Northern Gateway Area Action Plan (AAP) Proposed Submission Document for consultation and, subject to the results of the consultation, submission to the Secretary of State for examination. The document is the second major stage towards producing an AAP for this important City Council project.	
<b>Issue ID</b>	I009302
<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>Decision Taker</b>	Council
<b>Executive lead member:</b>	Corporate Strategy, Economic Development and Planning
<b>Report Owner:</b>	Head of City Development
<b>Report Contact:</b>	Rachel Williams rwilliams@oxford.gov.uk

**AUGUST**

**10 SEPTEMBER 2014**

<b>ITEM 2:</b>	<b>BUSINESS IN THE COMMUNITY - WORKING IN PARTNERSHIP</b>
This report will concern the fostering of school business links and supporting jobs for young people.	
<b>Issue ID</b>	I008846
<b>Is this a Key Decision?</b>	Not Key,
<b>Is this item open or exempt to the public?</b>	Open
<b>Decision Taker</b>	City Executive Board
<b>Executive lead member:</b>	Corporate Strategy, Economic Development and Planning
<b>Report Owner:</b>	Executive Director of City Regeneration and Housing
<b>Report Contact:</b>	Simon Howick Tel: 01865 252547 showick@oxford.gov.uk

<b>ITEM 3:</b>	<b>DIGITAL PATHWAYS TO SOCIAL INCLUSION</b>
This report will be an impact study of home internet access and integrated support strategies for workless households	
<b>Issue ID</b>	I008338
<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>Decision Taker</b>	City Executive Board

<b>Executive lead member:</b>	Corporate Strategy, Economic Development and Planning
<b>Report Owner:</b>	Head of Policy Culture and Communications
<b>Report Contact:</b>	Val Johnson vjohnson@oxford.gov.uk

<b>ITEM 4:</b>	<b>HORSPATH ROAD SPORTS PAVILION - REMODELLING OPTIONS</b>		
This report will review the options for remodelling the Horspath Road sports pavilion and for improving sports provision at Horspath Road.			
<b>Issue ID</b>	I008107		
<b>Is this a Key Decision?</b>	Not Key,		
<b>Is this item open or exempt to the public?</b>	Open		
<b>Decision Taker</b>	City Executive Board		
<b>Executive lead member:</b>	Sports, Events and Parks		
<b>Report Owner:</b>	Head of Leisure, Parks and Communities		
<b>Report Contact:</b>	Ian Brooke	Tel: 01865 252705	ibrooke@oxford.gov.uk

<b>ITEM 5:</b>	<b>TREASURY MANAGEMENT ANNUAL REPORT</b>		
Report detailing the Council's Treasury Management Performance for 2013/14			
<b>Issue ID</b>	I009445		
<b>Is this a Key Decision?</b>	Not Key,		
<b>Is this item open or exempt to the public?</b>	Open		
<b>Decision Taker</b>	City Executive Board		
<b>Executive lead member:</b>	Finance, Asset Management and Public Health		
<b>Report Owner:</b>	Head of Finance		
<b>Report Contact:</b>	Anna Winship	awinship@oxford.gov.uk	

<b>ITEM 1:</b>	<b>QUARTER 4 RISK REPORT</b>		
<b>Issue ID</b>	I009447		
<b>Is this a Key Decision?</b>	No,		
<b>Is this item open or exempt to the public?</b>	Open		
<b>Decision Taker</b>	City Executive Board		
<b>Executive lead member:</b>	Finance, Asset Management and Public Health		
<b>Report Owner:</b>	Head of Finance		
<b>Report Contact</b>	Shaun Vinnicombe	Tel: 01865 252048	svinnicombe@oxford.gov.uk

<b>ITEM 7:</b>	<b>LAND QUALITY STRATEGY</b>		
This report will propose the adoption of a land quality strategy for Oxford.			
<b>Issue ID</b>	I008660		
<b>Is this a Key Decision?</b>	Not Key,		
<b>Is this item open or exempt to the public?</b>	Open		
<b>Decision Taker</b>	City Executive Board		
<b>Executive lead member:</b>	Cleaner, Greener Oxford, Climate Change and Transport		
<b>Report Owner:</b>	Head of Environmental Development		
<b>Report Contact:</b>	John Copley	Tel: 01865 252386	jcopley@oxford.gov.uk

<b>ITEM 8:</b>	<b>LEASEHOLDER PAYMENT OPTIONS FOR MAJOR WORKS</b>
Report to identify and select the preferred repayment options to be made available to dwelling leaseholders with regards to rechargeable major repairs undertaken by the Council to their block of flats.	
<b>Issue ID</b>	I009294
<b>Is this a Key Decision?</b>	Not Key,
<b>Is this item open or exempt to the public?</b>	Open
<b>Decision Taker</b>	City Executive Board
<b>Executive lead member:</b>	Housing and Estate Regeneration
<b>Report Owner:</b>	Head of Finance, Head of Housing and Property
<b>Report Contact:</b>	David Watt dwatt@oxford.gov.uk

<b>ITEM 2:</b>	<b>LEISURE &amp; WELLBEING STRATEGY</b>
<b>Issue ID</b>	I009355
<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>Decision Taker</b>	City Executive Board
<b>Executive lead member:</b>	Leisure Contract and Community Partnership Grants
<b>Report Owner:</b>	Head of Leisure, Parks and Communities
<b>Report Contact</b>	Ian Brooke Tel: 01865 252705 ibrooke@oxford.gov.uk

<b>ITEM 3:</b>	<b>OXFORDSHIRE GROWTH BOARD</b>
<b>Issue ID</b>	I009300
<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>Decision Taker</b>	City Executive Board
<b>Executive lead member:</b>	Corporate Strategy, Economic Development and Planning
<b>Report Owner:</b>	Executive Director of City Regeneration and Housing
<b>Report Contact</b>	David Edwards dedwards@oxford.gov.uk

<b>ITEM 11:</b>	<b>OXFUTURES - MOBILISING LOCAL ENERGY INVESTMENT</b>
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.	
<b>Issue ID</b>	I008833
<b>Is this a Key Decision?</b>	Not Key,
<b>Is this item open or exempt to the public?</b>	Open
<b>Decision Taker</b>	City Executive Board
<b>Executive lead member:</b>	Cleaner, Greener Oxford, Climate Change and

	Transport
<b>Report Owner:</b>	Head of Environmental Development
<b>Report Contact:</b>	Jo Colwell jcolwell@oxford.gov.uk

<b>ITEM 12:</b>	<b>TOWARDS MENTAL WELLBEING AND COMMUNITY RESILIENCE IN OXFORD.</b>
A policy statement which sets out how Oxford City Council's support for mental wellbeing and outlining some specific actions. This document sets out what the council is already doing towards the aims set out in the motion and what else it plans to do.	
<b>Issue ID</b>	I009296
<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>Decision Taker</b>	City Executive Board
<b>Executive lead member:</b>	Finance, Asset Management and Public Health
<b>Report Owner:</b>	Head of Policy Culture and Communications
<b>Report Contact:</b>	Kathrin Luddecke KLUDECKE2@oxford.gov.uk

<b>ITEM 13:</b>	<b>DESIGNATION OF HEADINGTON NEIGHBOURHOOD FORUM</b>
This report seeks Board approval to formally designate the neighbourhood forum in Headington. Designated neighbourhood forums are the bodies able to produce neighbourhood plans.	
<b>Issue ID</b>	I009629
<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>Decision Taker</b>	City Executive Board
<b>Executive lead member:</b>	Corporate Strategy, Economic Development and Planning
<b>Report Owner:</b>	Head of City Development
<b>Report Contact:</b>	Sarah Harrison sbharrison@oxford.gov.uk

<b>ITEM 14:</b>	<b>COMMISSIONING ADVICE SERVICES 2015-18</b>
The report sets out the process for re-commissioning advice services linking the required outcomes to those in the Financial Inclusion Strategy.	
<b>Issue ID</b>	I009633
<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>Decision Taker</b>	City Executive Board
<b>Executive lead member:</b>	Customer Services and Social Inclusion
<b>Report Owner:</b>	Head of Customer Services
<b>Report Contact:</b>	Paul Wilding Tel: 01865 252461 pwilding@oxford.gov.uk

<b>ITEM 15:</b>	<b>DISCRETIONARY HOUSING PAYMENT POLICY</b>
To make recommendations to revise the existing Discretionary Housing Payment Policy	
<b>Issue ID</b>	I009095
<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>Decision Taker</b>	City Executive Board
<b>Executive lead member:</b>	Customer Services and Social Inclusion
<b>Report Owner:</b>	Head of Housing and Property
<b>Report Contact:</b>	Paul Wilding Tel: 01865 252461 pwilding@oxford.gov.uk

**15 OCTOBER 2014**

<b>ITEM 16:</b>	<b>DRAFT DIAMOND PLACE SUPPLEMENTARY PLANNING DOCUMENT (SPD)</b>
The draft Diamond Place SPD will be in the form of a development brief intended to guide future development of the Diamond Place/Ewert House site in Summertown. The SPD expands on Policy SP14 in the Sites and Housing Plan 2011-2026, which sets out the uses permitted on the site.	
<b>Issue ID</b>	I009631
<b>Is this a Key Decision?</b>	Not Key,
<b>Is this item open or exempt to the public?</b>	Open
<b>Decision Taker</b>	City Executive Board
<b>Executive lead member:</b>	Corporate Strategy, Economic Development and Planning
<b>Report Owner:</b>	Head of City Development
<b>Report Contact:</b>	Sarah Harrison sbharrison@oxford.gov.uk

**BEYOND THE LIFE OF THIS PLAN**