

FORWARD PLAN FOR THE PERIOD DECEMBER - MAY 2015

The Forward Plan gives information about all decisions the City Executive Board (CEB) is expected to take and significant decisions to be made by Council or other Council committees over the forthcoming four-month period. It also contains information beyond this in draft form about decisions of significance to be taken in the forthcoming year.

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.

Private meetings

Some or all, of the information supporting decisions in the Forward Plan may be taken at a meeting not open in part, or in whole to the press or public. Items that contain confidential information that will be excluded from the public 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. This can be done by contacting:

Pat Jones, Committee Services Manager

Committee & Member Services
St Aldate's Chambers
St Aldate's Street
Oxford OX1 1DS

01865 252191

cityexecutiveboard@oxford.gov.uk

Inspection of documents

Reports to be submitted to the decision-maker and background papers to those reports are available for inspection at the Council offices and will appear on our website

<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

The agenda papers for CEB meetings are available five working days before the meeting on the council website.

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
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

Senior Officers	Job Title
Peter Sloman	Chief Executive
David Edwards	Executive Director of City Regeneration and Housing
Tim Sadler	Executive Director of Community Services
Jackie Yates	Executive Director of Organisational Development and Corporate Services
Jane Lubbock	Head of Business Improvement and Technology
Michael Crofton-Briggs	Head of City Development
Helen Bishop	Head of Customer Services
Graham Bourton	Head of Direct Services
John Copley	Head of Environmental Development
Nigel Kennedy	Head of Finance/ Section 106 Officer
Stephen Clarke	Head of Housing and Property
Simon Howick	Head of Human Resources and Facilities
Jeremy Thomas	Head of Law and Governance / Monitoring Officer
Ian Brooke	Head of Leisure and Communities
Peter McQuitty	Head of Policy Culture and Communications

OFFICER EXECUTIVE DECISIONS FOR OCTOBER 2014

ITEM 1:	AWARD OF CONTRACT FOR A NEW TELEPHONY SOLUTION. ID: I009808
<p>The Council currently has</p> <ul style="list-style-type: none"> • Numerous contracts with BT for line rental and call costs • A contract with Vodafone for mobiles. This contract ends later this month and can be extended on a monthly basis. • Various line contracts with Virgin • A Mitel for our switchboard system which has a two year remaining life span <p>The Council's annual telephony spend is approx. is £270k a year and many staff have access to more than one voice device solution.</p> <p>Organisations are moving to providing staff with a single voice device solution depending on their role and work requirement. This supply market is now fairly mature and a number of Councils are already implementing this solution and achieving financial savings .</p> <p>The likely new contract value over 5 years will exceed the £500k threshold so I will require CEB approval to award this contract.</p> <p>The City Executive Board resolved on 10 September 2014 to give project approval and delegated authority to the Director of Organisational Development and Corporate Services to award a new telephony contract.</p>	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt Commercially Sensitive Information
Will this decision be preceded by any form of consultation?	None
Decision Taker	Executive Director of Organisational Development and Corporate Services
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Executive Director of Organisational Development and Corporate Services
Report Contact:	Jane Lubbock, Head of Business Improvement and Technology Tel: 01865 252708 jlubbock@oxford.gov.uk
ITEM 2:	COMMISSIONING ADVICE SERVICES 2015-18 ID: I009633
<p>The report sets out the process for re-commissioning advice services linking the required outcomes to those in the Financial Inclusion Strategy.</p> <p>On 10 September 2014, the City Executive Board resolved that the identification of the priority area to be included in the service specification together with the associated outcomes and measures are delegated to the portfolio holder for Customer Services and Social Inclusion and the Head of Customer Services to agree with the commissioned advice agencies prior to 1 October 2014.</p>	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards

Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	N/A
Decision Taker	Customer Services and Social Inclusion, Head of Customer Services
Executive Lead Member:	Councillor Susan Brown
Report Owner:	Head of Community Services
Report Contact:	Helen Bishop, Head of Customer Services Tel: 01865 252233 hbishop@oxford.gov.uk

ITEM 3:	DEVELOPMENT OF THE NEW ROSE HILL COMMUNITY CENTRE ID: I010054
<p>The proposed development of the new Rose Hill Community Centre will commence upon the appointment of a building contractor. Tenders were submitted on the 8th September with a view to awarding the contact week commencing 22nd September 2012. The value of this contract will be in excess of £500,000.</p> <p>The Executive Director of Community Services will award a contract to develop the new Rose Hill Community Centre.</p>	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt Commercially Sensitive information
Will this decision be preceded by any form of consultation?	None
Decision Taker	Executive Director of Community Services
Executive Lead Member:	Culture and Communities
Report Owner:	Executive Director of Community Services
Report Contact:	Jane Winfield, Regeneration and Major Projects - Team Manager Tel: 01865 252551 jwinfield@oxford.gov.uk

ITEM 4:	REDEVELOPMENT OF FRIDESWIDE SQUARE PROJECT ID: I008876
<p>Redevelopment of Frideswide Square in partnership with Oxfordshire County Council.</p> <p>On 3 July CEB agreed to Delegate to the Executive Director of Regeneration and Housing responsibility to complete the legal agreement requested by the County Council</p> <p>On 15 October CEB agreed - To include within the Legal Agreement with the County Council the arrangements for the maintenance and management of Frideswide Square and to delegate to the Executive Director Community Services the responsibility for agreeing such maintenance and management arrangements.</p>	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	Executive Director of City Regeneration and Housing <input type="checkbox"/> Executive Director of Community Services

Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	
Report Contact:	David Edwards, Executive Director City Regeneration and Housing Tel: 01865 252394 dedwards@oxford.gov.uk □□ Tim Sadler, Executive Director Community Services Tel: 01865 252101 tsadler@oxford.gov.uk

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ITEM 5:	ASSET MANAGEMENT PLAN REFRESH 2014-15 ID: I009892	
Short refresh of the current Asset Management Plan 2011-14 to extend the document through to end of 2015 ahead of a new Plan for 2016-20		
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards	
Is this item open or exempt to the public?	Open	
Will this decision be preceded by any form of consultation?	None	
Decision Taker	City Executive Board □□ Council	
Executive Lead Member:	Finance, Asset Management and Public Health □□	
Report Owner:	Regeneration and Major Projects Service Manager □□	
Report Contact:	Mike Scott Tel: 01865 252138 mwscott@oxford.gov.uk	

ITEM 6:	MEMBERS ALLOWANCES SCHEME ID: I010056	
To present the advice of the independent remuneration panel to Council and for Council to agree a new allowance scheme for 2015 – 2018.		
Is this a Key Decision?	Yes	
Is this item open or exempt to the public?	Open	
Will this decision be preceded by any form of consultation?	None	
Decision Taker	Council	
Executive Lead Member:	Corporate Strategy, Economic Development and Planning	
Report Owner:	Head of Law and Governance	
Report Contact:	Emma Griffiths, Law and Governance Tel: 01865 252208 egriffiths@oxford.gov.uk	

ITEM 7:	POLLING PLACES REVIEW ID: I010058	
To report the findings of a statutory review of polling places		
Is this a Key Decision?	Yes	
Is this item open or exempt to the public?	Open	
Will this decision be preceded by any form of consultation?	None	

Decision Taker	Council
Executive Lead Member:	
Report Owner:	Head of Law and Governance
Report Contact:	Martin John, Electoral Services Manager Tel: 01865 252518 mjohnd@oxford.gov.uk

ITEM 8:	WESTGATE COMMUNITY INFRASTRUCTURE LEVY ID: I010037
<p>This is asking the Council to agree to make a financial contribution to the Westgate Alliance towards the public realm works associated with the Westgate development that fall outside the red line of the planning application site.</p> <p>At the CEB meeting on 19 November, the Executive Director of Regeneration and Housing has been delegated the responsibility to complete the legal agreement.</p>	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Not applicable. Consultation in context of planning application.
Decision Taker	City Executive Board <input type="checkbox"/> Council <input type="checkbox"/> Executive Director of City Regeneration and Housing
Executive Lead Member:	Corporate Strategy, Economic Development and Planning <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Report Owner:	Head of City Development <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Report Contact:	Michael Crofton-Briggs, Head of City Development Tel: 01865 252360 mcrofton-briggs@oxford.gov.uk <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> David Edwards, Executive Director City Regeneration and Housing Tel: 01865 252394 dedwards@oxford.gov.uk

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ITEM 9:	SALE OF TEMPLE COWLEY SWIMMING POOL ID: I010164
<p>To review the bids interested in purchasing the Temple Cowley Pool site.</p>	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Part exempt Commercially sensitive information
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Regeneration and Major Projects Service Manager
Report Contact:	Jane Winfield, Regeneration and Major Projects - Team Manager Tel: 01865 252551 jwinfield@oxford.gov.uk

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ITEM 10:	ASSET MANAGEMENT STRATEGY- COUNCIL HOUSING STOCK ID: I010484
To propose the adoption of a strategy that will determine decisions for the Council's housing stock	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Yes. Consultation has already happened to produce this draft which in turn will be subject to a further 28 day consultation before final consideration by CEB and Council
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> Council
Executive Lead Member:	Housing and Estate Regeneration <input type="checkbox"/> <input type="checkbox"/>
Report Owner:	Head of Housing and Property <input type="checkbox"/> <input type="checkbox"/>
Report Contact:	Martin Shaw mshaw2@oxford.gov.uk

ITEM 11:	BUDGET 2015/16 ID: I010205
To recommend to Council the adoption of the Budget and medium term Financial Plan for 2015/16 following public consultation.	
On 17 December CEB delegated to the Section 151 Officer in consultation with the Board Member for Finance and Assets to determine whether it is financially advantageous for the Council to enter into a Business Rates Pool.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Public Consultation Dec- Jan 2015
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> Council <input type="checkbox"/> <input type="checkbox"/> Section 151 Officer
Executive Lead Member:	Finance, Asset Management and Public Health <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Report Owner:	Head of Finance <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Report Contact:	Nigel Kennedy, Head of Finance Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 12:	DISCRETIONARY RATES RELIEF FOR BUSINESSES POLICY ID: I010158
Review of the Council's Discretionary Rates Relief for Businesses policy	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> Council
Executive Lead Member:	Finance, Asset Management and Public Health <input type="checkbox"/> <input type="checkbox"/> Finance, Asset Management and Public Health
Report Owner:	Head of Customer Services <input type="checkbox"/> <input type="checkbox"/> Head of Customer

	Services
Report Contact:	Tanya Bandekar Tel: 01865 252281 tbandekar@oxford.gov.uk

ITEM 13:	CORPORATE BIODIVERSITY STRATEGY ID: I010031
This Strategy sets out how the Council aims to fulfil its duties under the Natural Environment and Rural Communities Act 2006.	
To adopt the Corporate Biodiversity Strategy following public consultation	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Cleaner, Greener Oxford, Climate Change and Transport
Report Owner:	Head of Environmental Development
Report Contact:	Mai Jarvis, Environmental Policy Team Leader Tel: 01865 252403 mjarvis@oxford.gov.uk

ITEM 14:	DATA PROTECTION POLICY REFRESH ID: I006767
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Executive Director of Organisational Development and Corporate Services
Report Contact	Lucy Neville Tel: 01864 2086 lneville@oxford.gov.uk

ITEM 15:	INTEGRATED PERFORMANCE REPORT 2014/15_ QUARTER 3 ID: I009810
To provide a quarterly update of the Council's finances, the performance of services and the risks faced by the authority.	
Quarter 1- based on information as at 30 June 2014 Quarter 2- based on information as at 31 October 2014 Quarter 3- based on information as at 31 December 2014 Quarter 4 – based on information as at 31 March 2015	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health <input type="checkbox"/> <input type="checkbox"/>
Report Owner:	Head of Finance <input type="checkbox"/> <input type="checkbox"/>

Report Contact:	Nigel Kennedy, Head of Finance Tel: 01865 252708 nkennedy@oxford.gov.uk
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ITEM 16:	LEISURE & WELLBEING STRATEGY
	ID: I009355
To adopt the Leisure & Wellbeing Strategy following public consultation	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Leisure Contract and Community Partnership Grants
Report Owner:	Head of Leisure, Parks and Communities
Report Contact:	Ian Brooke, Head of Leisure, Parks and Communities Tel: 01865 252705 ibrooke@oxford.gov.uk

ITEM 17:	RISK MANAGEMENT STRATEGY
	ID: I009990
To approve the Council's updated Risk Management Strategy and Operating framework.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	Audit and Governance Committee <input type="checkbox"/> <input type="checkbox"/> City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Head of Finance
Report Contact:	Joanna Hargreaves, Finance Tel: 01865 252265 jhargreaves@oxford.gov.uk <input type="checkbox"/> <input type="checkbox"/> Shaun Vinnicombe, Risk & Insurance Officer Tel: 01865 252048 svinnicombe@oxford.gov.uk

ITEM 18:	PERFORMANCE IMPROVEMENT FRAMEWORK
	ID: I003058
This report will set out the Council's approach to delivering and embedding continuous improvement across the Council.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Not applicable
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> City Executive Board
Executive Lead Member:	Councillor Ed Turner <input type="checkbox"/> <input type="checkbox"/>
Report Owner:	Head of Business Improvement and Technology <input type="checkbox"/> <input type="checkbox"/> Head of Business Improvement and Technology
Report Contact:	Jane Lubbock, Head of Business Improvement and Technology Tel: 01865 252708 jlubbock@oxford.gov.uk <input type="checkbox"/> <input type="checkbox"/> Jan Heath Tel: 01865

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ITEM 19:	CORPORATE PLAN 2015-19 ID: I010162
To recommend that Council adopts the Corporate Plan 2015-19 following the public consultation from December 2014-January 2015	
Approval by Full Council in February 2015.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Yes public consultation in December 2014
Decision Taker	City Executive Board <input type="checkbox"/> Council
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of Policy Culture and Communications
Report Contact:	Peter McQuitty, Head of Policy, Culture and Communications Tel: 01865 252780 pmcquitty@oxford.gov.uk

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ITEM 20:	AIDS AND ADAPTATIONS POLICY ID: I010042
The document defines who is eligible for support under the aids and adaptations policy, and any limitations. The aim of this policy is to provide a cost effective service taking into account the health and well-being of the tenant and the household. The policy takes into account the following corporate and service priorities: Corporate Priorities Meeting Housing Needs Housing Strategy Objectives Meet the Housing Needs of Vulnerable Groups Support Sustainable Communities	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	No
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Stephen Clarke, Head of Housing and Property Tel: 01865 252447 sclarke@oxford.gov.uk

ITEM 21:	APPOINTMENT TO OUTSIDE BODIES 2014 ID: I009114
To appoint Council representatives to outside bodies for the forthcoming year	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Consultation with outside bodies, current representatives and political groups.
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of Law and Governance
Report Contact:	Sarah Claridge, Committee Services Officer sclaridge@oxford.gov.uk

ITEM 22:	COMPULSORY PURCHASE ORDER - FIDDLER'S ISLAND ID: I010479
Acquisition of land to facilitate the construction of a bridge to Fiddlers Island from Roger Dudman Way to supplement and improve access and provision of cycle and walking routes in the City.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Cleaner, Greener Oxford, Climate Change and Transport, Finance, Asset Management and Public Health
Report Owner:	Regeneration and Major Projects Service Manager
Report Contact:	Mike Scott Tel: 01865 252138 mwscott@oxford.gov.uk

ITEM 23:	COMPULSORY PURCHASE ORDER - LANHAM WAY, LITTLEMORE, OXFORD ID: I007981
Compulsory Purchase of property at Lanham Way Oxford. Update following previous CEB approval (October 2013) to initiation of CPO under approved Empty Homes Strategy.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> City Executive Board <input type="checkbox"/> <input type="checkbox"/> Council <input type="checkbox"/> <input type="checkbox"/> City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property, Regeneration and Major Projects Service Manager
Report Contact:	Melanie Mutch, Empty Property Officer (Private Sector) mmutch@oxford.gov.uk <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Mike Scott Tel: 01865 252138 mwscott@oxford.gov.uk

ITEM 24:	DRAFT DIAMOND PLACE SUPPLEMENTARY PLANNING DOCUMENT (SPD) ID: I009631
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.	
The draft Diamond Place SPD will be consulted on and then will return to the City Executive Board for adoption.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Two stages of consultation have taken place already. A workshop to discuss issues and options took place in September 2013. A consultation on options for the SPD took place during April and May, including a workshop at a meeting of the Summertown St Margaret's Neighbourhood Forum on 2nd April. Paper comment forms were left in libraries, a GP surgery, the Ferry centre and the NOA Community Centre, which also housed an exhibition. A range of organisations in and adjoining the affected area, as well as city wide stakeholders, were informed directly of the consultation by letter and email. These consultations inform the draft SPD, which itself is intended for further consultation during October and November 2014.
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning <input type="checkbox"/> <input type="checkbox"/>
Report Owner:	Head of City Development <input type="checkbox"/> <input type="checkbox"/>
Report Contact:	Sarah Harrison Tel: 01865 252015 sbharrison@oxford.gov.uk

ITEM 25:	EXEMPTION POLICY FOR REPAIRS ID: I010046
The Exemption Policy for Repairs is being updated to better reflect the needs of tenants through more comprehensive targeting support.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Nichola Griffiths Tel: 01865 252 336 ngriffiths@oxford.gov.uk

ITEM 26:	PURCHASE OF ST ALDATE'S CHAMBERS ID: I010346
To make an offer for the purchase of the Council offices at 13 St Aldates.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt Commercial affairs of the Council.
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Regeneration and Major Projects Service Manager
Report Contact:	Nick Twigg ntwigg@oxford.gov.uk

ITEM 27:	LOCAL DEVELOPMENT SCHEME ID: I010035
To adopt the Local Development Scheme	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of City Development
Report Contact:	Rona Knott, Planning Officer Tel: 01865 252157 rknott@oxford.gov.uk

ITEM 28:	OXFUTURES PROGRAMME ID: I008833
Update on progress and risk regarding the EU funded OxFutures programme <ul style="list-style-type: none"> • update on delivery progress • description of delivery pipeline to Nov 2015 • discussion of financial risks 	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Councillor John Tanner
Report Owner:	Executive Director of Community Services
Report Contact:	Mairi Brookes Tel: 01865 252212 mbrookes@oxford.gov.uk

ITEM 29:	ORGANISATIONAL DEVELOPMENT STRATEGY ID: I010160
A refresh of the strategy	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None

Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of Human Resources and Facilities
Report Contact:	Simon Howick, Head of Human Resources and Facilities Tel: 01865 252547 showick@oxford.gov.uk

ITEM 30:	STATEMENT OF COMMUNITY INVOLVEMENT 2014 ID: I010033
<p>The Statement of Community Involvement (SCI) is a statutory document that sets out how the Council will involve the community and others in planning decisions. It covers development control, policy, and design/conservation decisions. The current SCI was adopted in 2006 (reviewed in 2009) so it is now due to be reviewed to ensure it remains up to date.</p> <p>To approve the Statement of Community Involvement 2014 following public consultation.</p>	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Yes
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of City Development
Report Contact:	Lyndsey Beveridge Tel: 01865 25 2482 lbeveridge@oxford.gov.uk

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ITEM 31:	BARTON - ACQUISITION OF AFFORDABLE PROPERTY ID: I006432
<p>The report will update Members on the Council's purchase of the affordable housing at Barton</p>	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt Information relating to the business affairs of the Council
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health, Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Alan Wylde Tel: 01865 252319 awylde@oxford.gov.uk

ITEM 32:	CAPITAL STRATEGY ID: I010207
<p>To adopt the Council's capital strategy</p>	
Is this a Key Decision?	Yes It is significant in terms of its effect on

	communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board <input type="checkbox"/> <input type="checkbox"/> Council
Executive Lead Member:	Finance, Asset Management and Public Health <input type="checkbox"/> <input type="checkbox"/> Finance, Asset Management and Public Health
Report Owner:	Head of Finance <input type="checkbox"/> <input type="checkbox"/> Head of Finance
Report Contact:	Nigel Kennedy, Head of Finance Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 33:	CREATION OF A PANEL TO MANAGE THE COUNCIL'S INVESTMENT PORTFOLIO ID: I010348	
To create a City Council Property Investment Panel capable of sanctioning (i) the acquisition of residential property for the Homelessness Accommodation Search and (ii) the acquisition of commercial investment property.		
The panel will consist of officers, the Leader and the Board Member for Finance, Asset Management and Public Health.		
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000	
Is this item open or exempt to the public?	Open	
Will this decision be preceded by any form of consultation?	None	
Decision Taker	City Executive Board	
Executive Lead Member:	Corporate Strategy, Economic Development and Planning	
Report Owner:	Executive Director of City Regeneration and Housing	
Report Contact:	Jane Winfield, Regeneration and Major Projects - Team Manager Tel: 01865 252551 jwinfield@oxford.gov.uk	

ITEM 34:	GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2015/2016 ID: I009804	
This report will set out the recommendations for the allocation of grant funding to the community and voluntary sector from 01.04.15.		
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards	
Is this item open or exempt to the public?	Open	
Will this decision be preceded by any form of consultation?		
Decision Taker	City Executive Board	
Executive Lead Member:	Leisure Contract and Community Partnership Grants	
Report Owner:	Head of Leisure, Parks and Communities	
Report Contact:	Julia Tomkins, Communities and	

	Neighbourhoods Tel: 01865252685 jtomkins@oxford.gov.uk
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ITEM 35:	THE CULTURE STRATEGY 2015-18 ID: I009798
The 2015-2018 Culture Strategy includes the vision and priorities for the Culture team's delivery and investment. It plays an important role in developing partnerships, enhancing cultural provision for Oxford's communities, and highlighting the Council's commitment to cultural regeneration and economic development. CEB will be asked to approve the Draft Culture Strategy so it can go out for public consultation. The Strategy will be revised following this consultation, at which point CEB will be asked to approve and adopt the revised Culture Strategy 2015-18.	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Yes – proposed Oct- Dec 2014
Decision Taker	City Executive Board
Executive Lead Member:	Culture and Communities
Report Owner:	Head of Policy Culture and Communications
Report Contact:	Ceri Gorton, Cultural Development Manager Tel: 01856 252829 cgorton@oxford.gov.uk

ITEM 36:	HOUSING STRATEGY 2015-2018 ID: I009802
The Housing Strategy 2015-16 sets out the priorities for the next three years, with a new action plan to help deliver these priorities.	
Approval of the strategy is being requested following consultation.	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Yes
Decision Taker	City Executive Board <input type="checkbox"/> Council
Executive Lead Member:	Housing and Estate Regeneration <input type="checkbox"/>
Report Owner:	Head of Housing and Property <input type="checkbox"/>
Report Contact:	Stephen Clarke, Head of Housing and Property Tel: 01865 252447 sclarke@oxford.gov.uk

ITEM 37:	TREASURY MANAGEMENT STRATEGY 15/16 ID: I010203
To recommend the Council adopts the Treasury Management Strategy 15/16.	
Council to adopt the Treasury Management Strategy 15/16 on 18 February 2015.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board <input type="checkbox"/> Council <input type="checkbox"/> City Executive

	Board
Executive Lead Member:	Finance, Asset Management and Public Health <input type="checkbox"/> <input type="checkbox"/> Finance, Asset Management and Public Health <input type="checkbox"/> <input type="checkbox"/>
Report Owner:	Head of Finance <input type="checkbox"/> <input type="checkbox"/> Head of Finance <input type="checkbox"/> <input type="checkbox"/>
Report Contact:	Nigel Kennedy, Head of Finance Tel: 01865 252708 nkennedy@oxford.gov.uk

COUNCIL 18 FEBRUARY 2015

ITEM 38:	RESERVES AND BALANCES REPORT ID: I010209
To adopt the Reserves and Balances Report alongside the Budget.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	Council
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Section 151 Officer
Report Contact:	Nigel Kennedy, Head of Finance Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 39:	COUNCIL TAX SETTING ID: I010211
To set the Council tax for the financial year 2015/16.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	Council
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Head of Finance
Report Contact:	Nigel Kennedy, Head of Finance Tel: 01865 252708 nkennedy@oxford.gov.uk

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ITEM 40:	DISCRETIONARY HOUSING PAYMENT POLICY ID: I009095
Review of the City Council's current policy in light of reduced funding	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Customer Services and Social Inclusion

Report Owner:	Head of Customer Services
Report Contact:	Paul Wilding, Benefit Operations Manager Tel: 01865 252461 pwilding@oxford.gov.uk

ITEM 41:	HOMELESSNESS GRANTS ALLOCATION ID: I008005
This report will recommend the allocation of the Preventing Homelessness Grant and the Council's monies relating to homelessness services.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Nerys Parry, Housing Services nparry@oxford.gov.uk

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ITEM 42:	APPOINTMENT OF OUTSIDE BODIES 2015/16 ID: I010171
To appoint Council representatives to outside bodies and charities.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Consult with outside bodies and seek feedback from Councillors
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of Law and Governance
Report Contact:	Sarah Claridge, Committee Services Officer Tel: 01865 252402 sclaridge@oxford.gov.uk

ITEM 43:	ENERGY AND WATER MANAGEMENT PLAN ID: I010350
To ensure clear roles, responsibilities and controls in place to reduce energy and water consumption and costs in Council buildings and operations; to embed the use of whole life costing approach to decisions making	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Cleaner, Greener Oxford, Climate Change and Transport
Report Owner:	Head of Environmental Development
Report Contact:	John Copley, Head of Environmental Development Tel: 01865 252386 jcopley@oxford.gov.uk

ITEM 44:	ENVIRONMENTAL DEVELOPMENT ENFORCEMENT POLICY ID: I003111
Refresh the current enforcement policy to take account of government guidance and corporate priorities.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	To be advised.
Decision Taker	City Executive Board
Executive Lead Member:	Cleaner, Greener Oxford, Climate Change and Transport
Report Owner:	Head of Environmental Development
Report Contact:	John Copley, Head of Environmental Development Tel: 01865 252386 jcopley@oxford.gov.uk

ITEM 45:	FUSION LIFESTYLE - ANNUAL SERVICE PLAN 2015/16 ID: I010167
To endorse Fusion Lifestyle's Annual Service Plan for the management of the Council's leisure facilities for 2015-16.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Leisure Contract and Community Partnership Grants
Report Owner:	Head of Leisure, Parks and Communities
Report Contact:	Lucy Cherry, City Leisure Tel: 01865 252707 lcherry@oxford.gov.uk

ITEM 46:	HORSPATH ROAD SPORTS PAVILION - REMODELLING OPTIONS ID: I008107
This report will review the options for remodelling the Horspath Road sports pavilion and for improving sports provision at Horspath Road.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Sports, Events and Parks
Report Owner:	Head of Leisure, Parks and Communities
Report Contact:	Ian Brooke, Head of Leisure, Parks and Communities Tel: 01865 252705 ibrooke@oxford.gov.uk

ITEM 47:	OXFORD TRAIN STATION REDEVELOPMENT ID: I010169
To update CEB on the Oxford Station Redevelopment Proposals and seek approval for next stages.	
Is this a Key Decision?	Yes It is significant in terms of its effect on

	communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	Formal consultation on this site was undertaken as part of the West End AAP. Significant informal consultation and information gathering has taken place and continues to take place. Formal statutory consultation will be undertaken as part of the town planning processes going forward.
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of City Development
Report Contact:	Fiona Piercy Tel: 01865 252185 fpiercy@oxford.gov.uk

ITEM 48:	EXPENS DELIVERY STRATEGY ID: I009224
To update CEB on the delivery of the strategy for the Expens site and seek approval for stages 2 and 3.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt Commercial Sensitive
Will this decision be preceded by any form of consultation?	Formal consultation is underway regarding budgetary provision- to be heard at full council February. Previous statutory consultation has taken place regarding regeneration of Expens through the West End AAP and the Expens masterplan SPD.
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Executive Director of City Regeneration and Housing
Report Contact:	Fiona Piercy Tel: 01865 252185 fpiercy@oxford.gov.uk

ITEM 49:	SAFEGUARDING CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULT POLICY ID: I008658
To review and refresh the Council's Safeguarding Children, Young People and Vulnerable Adult policy and procedures.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health

Report Owner:	Head of Policy Culture and Communications
Report Contact:	Val Johnson, Policy Team Leader Tel: 01865 252209 vjohnson@oxford.gov.uk

COUNCIL 13 APRIL 2015 PROVISIONAL REPORTS

ITEM 50:	CONSTITUTION REVIEW 2015/16 ID: I010173
An annual report to propose any required changes to the constitution.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	
Will this decision be preceded by any form of consultation?	None
Decision Taker	Council
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of Law and Governance
Report Contact:	Jeremy Thomas, Head of Law and Governance Tel: 01865 252224 jjthomas@oxford.gov.uk, Emma Griffiths, Law and Governance Tel: 01865 252208 egriffiths@oxford.gov.uk

CEB 14 MAY 2015 PROVISIONAL REPORTS

ITEM 51:	PRIVATE SECTOR HOUSING POLICY ID: I010352
To set out the future priorities and areas of intervention in the private rented and owner-occupied residential sectors in Oxford.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Head of Environmental Development
Report Contact:	John Copley, Head of Environmental Development Tel: 01865 252386 jcopley@oxford.gov.uk

ITEM 52:	CITY CENTRE REPORT 2015 ID: I010354
City Centre Report 2015	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Crime and Community Response
Report Owner:	Head of Environmental Development

Report Contact:	John Copley, Head of Environmental Development Tel: 01865 252386 jcopley@oxford.gov.uk
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ITEM 53:	SHELTERED HOUSING REVIEW
	ID: I010356
Approve outcomes of review, including future of some of the stock	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Gary Parsons Tel: 01865 252711 gparsons@oxford.gov.uk

ANNUAL COUNCIL 18 MAY 2015

ITEM 54:	APPOINTMENT OF COMMITTEES FOR THE YEAR 2015/16
	ID: I010361
To appoint Councillors to Council Committees for 2015/16	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open
Will this decision be preceded by any form of consultation?	
Decision Taker	Council
Executive Lead Member:	
Report Owner:	Head of Law and Governance
Report Contact:	Pat Jones, Committee and Member Services Manager phjones@oxford.gov.uk