

# FORWARD PLAN

## January 2015 - December 2015

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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**

| <b>City Executive Board Member</b> | <b>Portfolio</b>                            |
|------------------------------------|---|
| <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                    |

| <b>Senior Officers</b> | <b>Job Title</b>  |
|------------------------|---|
| <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                                       |

## DELEGATED OFFICER EXECUTIVE KEY DECISIONS

|   |   |  |
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| <b>ITEM 1:</b><br><b>ID: I009808</b>  | <b>AWARD OF CONTRACT FOR A NEW TELEPHONY SOLUTION.</b><br><br><b>Report Status:</b>   |  |
| <p>The Council currently has</p> <ul style="list-style-type: none"> <li>• Numerous contracts with BT for line rental and call costs</li> <li>• A contract with Vodafone for mobiles. This contract ends later this month and can be extended on a monthly basis.</li> <li>• Various line contracts with Virgin</li> <li>• A Mitel for our switchboard system which has a two year remaining life span</li> </ul> <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.<br/>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> |   |  |
| <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>   | 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>   | Executive Director for Organisational Development and Corporate Services Not before 31 Oct 2014   |  |
| <b>Executive Lead Member</b>  | Finance, Asset Management and Public Health (pre 2015)  |  |
| <b>Lead Executive Director</b>  | Executive Director for Organisational Development and Corporate Services  |  |
| <b>Report Contact</b>   | Jane Lubbock, Head of Business Improvement and Technology Tel: 01865 252708<br>jlubbock@oxford.gov.uk   |  |

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| <b>ITEM 2:</b><br><b>ID: I010054</b>  | <b>DEVELOPMENT OF THE NEW ROSE HILL COMMUNITY CENTRE</b><br><br><b>Report Status:</b> |  |
| <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.</p> <p>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</p> |   |  |

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| new Rose Hill Community Centre.                                    |   |
| <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>                  | 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>  | Executive Director for Community Services Not before 3 Nov 2014   |
| <b>Executive Lead Member</b>                                       | Culture & Communities   |
| <b>Lead Executive Director</b>                                     | Executive Director for Community Services   |
| <b>Report Contact</b>  | Jane Winfield, Regeneration and Major Projects - Team Manager Tel: 01865 252551<br>jwinfield@oxford.gov.uk  |

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| <b>ITEM 3:<br/>ID: I008876</b>   | <b>REDEVELOPMENT OF FRIDESWIDE SQUARE PROJECT</b>   |
|  | <b>Report Status:</b>   |
| Redevelopment of Frideswide Square in partnership with Oxfordshire County Council.   |   |
| 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. |   |
| <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>  | Executive Director for Community Services<br>February 2015<br><br>Executive Director for Regeneration and Housing<br>Not before 30 Nov 2015 |
| <b>Executive Lead Member</b>   |   |
| <b>Lead Executive Director</b>   |   |
| <b>Report Contact</b>  | David Edwards, Executive Director City Regeneration and Housing Tel: 01865 252394<br>dedwards@oxford.gov.uk                                 |

## CEB 29 JANUARY 2015

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| <b>ITEM 4:<br/>ID: I010477</b>   | <b>COMPULSORY PURCHASE ORDER - COWLEY ROAD, OXFORD.</b> |
|  | <b>Report Status:</b>                                   |
| Approval to initiation of CPO proceedings under the approved Empty Homes Strategy and subsequent disposal options in order to bring property into use. |   |
| <b>Is this a Key Decision?</b>   | Yes It is likely to result in the Council incurring     |

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|  | expenditure which is greater than £500,000   |
| <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 29 Jan 2015   |
| <b>Executive Lead Member</b>                                       | Housing and Estate Regeneration  |
| <b>Lead Executive Director</b>                                     | Head of Housing and Property   |
| <b>Report Contact</b>  | Melanie Mutch, Empty Property Officer (Private Sector) mmutch@oxford.gov.uk, Mike Scott, Senior Asset Manager (Contractor) Tel: 01865 252138 mwscott@oxford.gov.uk |

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| <b>ITEM 5:<br/>ID: I010927</b>  | <b>MEMORANDUM OF UNDERSTANDING – OXFORD AND ABINGDON FLOOD ALLEVIATION SCHEMES</b> |
|   | <b>Report Status:</b>  |
| To complete a memorandum of understanding to steer the work of the future Oxford and Abingdon Flood Alleviation Scheme. |  |
| <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>  | None   |
| <b>Decision Taker</b>   | Executive Director for Community Services Not before 18 Mar 2015                   |
| <b>Executive Lead Member</b>  | Cleaner, Greener Oxford, Climate Change and Transport                              |
| <b>Lead Executive Director</b>  |  |
| <b>Report Contact</b>   |  |

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| <b>ITEM 6:<br/>ID: I010160</b>                                     | <b>ORGANISATIONAL DEVELOPMENT STRATEGY</b> |
|  | <b>Report Status:</b>                      |
| A refresh of the strategy  |  |
| <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>  |  |
| <b>Executive Lead Member</b>                                       |  |
| <b>Lead Executive Director</b>                                     |  |
| <b>Report Contact</b>  |  |

## CEB 12 FEBRUARY 2015

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| <b>ITEM 7:<br/>ID: I010484</b>  | <b>HOUSING ASSET MANAGEMENT STRATEGY (INCLUDING THE OXFORD STANDARD)</b> |
|   | <b>Report Status:</b>  |
| To propose the adoption of a strategy that will determine decisions for the Council's housing stock |  |

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| <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. 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 |
| <b>Decision Taker</b>  | City Executive Board<br><br>Council 20 Jul 2015<br><br>Council 20 Jul 2015  |
| <b>Executive Lead Member</b>                                       | Housing   |
| <b>Lead Executive Director</b>                                     | Head of Housing and Property  |
| <b>Report Contact</b>  | Martin Shaw, Property Services Manager Tel: 01865 252775 mshaw2@oxford.gov.uk   |

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| <b>ITEM 8:<br/>ID: I006432</b>   | <b>BARTON - ACQUISITION OF AFFORDABLE PROPERTY</b><br><br><b>Report Status:</b>   |
| The report will update Members on the Council's purchase of the affordable housing at Barton |   |
| <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>  | 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 12 Feb 2015  |
| <b>Executive Lead Member</b>   | Finance, Asset Management and Public Health (pre 2015), Housing and Estate Regeneration   |
| <b>Lead Executive Director</b>   | Head of Housing and Property  |
| <b>Report Contact</b>  | Alan Wylde, Housing Development & Enabling Manager Tel: 01865 252319 awylde@oxford.gov.uk   |

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| <b>ITEM 9:<br/>ID: I010205</b>  | <b>BUDGET 2015/16</b><br><br><b>Report Status:</b>   |
| 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. |  |
| <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</b>   | Open -   |

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| <b>public?</b>   |   |
| <b>Will this decision be preceded by any form of consultation?</b> | Public Consultation Dec- Jan 2015   |
| <b>Decision Taker</b>  | City Executive Board 12 Feb 2015<br>Council 18 Feb 2015<br>Section 151 Officer Not before 25 Feb 2015 |
| <b>Executive Lead Member</b>                                       | Finance, Asset Management and Public Health (pre 2015)  |
| <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                    |

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| <b>ITEM 10:<br/>ID: I010479</b>   | <b>COMPULSORY PURCHASE ORDER - FIDDLER'S ISLAND</b><br><br><b>Report Status:</b>                              |
| 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. |   |
| <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>  | None  |
| <b>Decision Taker</b>   | City Executive Board 12 Feb 2015  |
| <b>Executive Lead Member</b>  | Cleaner, Greener Oxford, Climate Change and Transport, Finance, Asset Management and Public Health (pre 2015) |
| <b>Lead Executive Director</b>  | Regeneration and Major Projects Service Manager   |
| <b>Report Contact</b>   | Mike Scott, Senior Asset Manager (Contractor)<br>Tel: 01865 252138 mwscott@oxford.gov.uk                      |

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| <b>ITEM 11:<br/>ID: I010162</b>  | <b>CORPORATE PLAN 2015-19</b><br><br><b>Report Status:</b>                                     |
| At the end of the consultation period, the Corporate Plan will go to CEB for endorsement and recommendation that Council adopts the Corporate Plan. 2015-19<br><br>Approval from Full Council will be sought in February 2015. |  |
| <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 in December 2014   |

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| <b>Decision Taker</b>          | City Executive Board 12 Feb 2015<br>Council 18 Feb 2015                                       |
| <b>Executive Lead Member</b>   | Corporate Strategy, Economic Development and Planning   |
| <b>Lead Executive Director</b> | Head of Policy, Culture and Communications  |
| <b>Report Contact</b>          | Peter McQuitty, Corporate Lead - Culture & the Arts Tel: 01865 252780 pmcquitty@oxford.gov.uk |

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| <b>ITEM 12:<br/>ID: I009631</b>  | <b>DIAMOND PLACE SUPPLEMENTARY PLANNING DOCUMENT (SPD)-<br/>ADOPTION</b><br><br><b>Report Status:</b>  |
| <p>The Diamond Place Supplementary Planning Document sets out design guidance for this site in Summertown. It provides guidance of uses, parking, buildings heights and access among other matters. The report will be recommending that the SPD is adopted for use as a material consideration in planning decisions.</p> <p>The draft Diamond Place SPD has been consulted on and is returning to the City Executive Board for adoption.</p> |  |
| <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>   | <p>Three stages of consultation have taken place. 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 informed the draft SPD, which which was consulted on during an 8 week period ending on 17th April 2015. Previous contacts and general planning contacts were notified directly. Drop in sessions with officers were held at the North Oxford Association and the Summertown Farmers' Market. A comment form was provided and a summary of responses will be attached to this report.</p> |
| <b>Decision Taker</b>  | City Executive Board 9 Jul 2015  |
| <b>Executive Lead Member</b>   | Planning, Transport and Regulatory Services  |
| <b>Lead Executive Director</b>   | Head of Planning and Regulatory Services   |
| <b>Report Contact</b>  | Sarah Harrison, Senior Planner Tel: 01865 252015 sbharrison@oxford.gov.uk  |



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| <b>ITEM 13:<br/>ID: I009804</b>   | <b>GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2015/2016</b>                 |
| <b>Report Status:</b>   |   |
| This report is for the City Executive Board to make decisions on the allocation of grants to the community and voluntary organisations for 2015/2016. This report will be submitted in February 2015. |   |
| A further monitoring report on the reported achievements resulting from those grant allocations will be submitted to the City Executive Board in June 2016.   |   |
| <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>  | N/A   |
| <b>Decision Taker</b>   | City Executive Board 14 Jul 2016  |
| <b>Executive Lead Member</b>  | Culture and Communities   |
| <b>Lead Executive Director</b>  | Executive Director for Community Services   |
| <b>Report Contact</b>   | Julia Tomkins, Grants & External Funding Officer<br>Tel: 01865252685 jtomkins@oxford.gov.uk |

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| <b>ITEM 14:<br/>ID: I009224</b>  | <b>EXPENS DELIVERY STRATEGY</b>   |
| <b>Report Status:</b>  |   |
| This report seeks agreement from the City Executive Board to ask Council to approve:   |   |
| <ol style="list-style-type: none"> <li>1. A £100K investment to Oxford West End Development Ltd to provide working capital on the terms contained within the shareholders agreement</li> <li>2. An investment of £4million in Oxford West End Development Ltd to provide funds to the Company to purchase land owned by Oxford City Council</li> <li>3. To provide a capital budget of £4million in the Council's General Fund Capital Programme in 2017/18 funded from the Capital Receipt received from the sale of the land.</li> </ol> |   |
| <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>  | Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings. |
| <b>Will this decision be preceded by any form of consultation?</b>   | None  |
| <b>Decision Taker</b>  | City Executive Board 14 Jan 2016  |
| <b>Executive Lead Member</b>   | Planning, Transport and Regulatory Services   |
| <b>Lead Executive Director</b>   | Executive Director for Regeneration and Housing   |
| <b>Report Contact</b>  | Fiona Piercy, Partnership & Regeneration Manager<br>Tel: 01865 252185<br>fpiercy@oxford.gov.uk  |

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| <b>ITEM 15:<br/>ID: I010346</b>  | <b>PURCHASE OF ST ALDATE'S CHAMBERS</b>   |
| <b>Report Status:</b>  |   |
| To make an offer for the purchase of the Council offices at 13 St Aldates. |   |
| <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>                          | 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>         |   |
| <b>Decision Taker</b>  | City Executive Board 12 Feb 2015  |
| <b>Executive Lead Member</b>   | Finance, Asset Management and Public Health (pre 2015)  |
| <b>Lead Executive Director</b>   | Regeneration and Major Projects Service Manager   |
| <b>Report Contact</b>  | Piers Scrimshaw-Wright Tel: 01865 252142<br>pscrimshaw-wright@oxford.gov.uk   |

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| <b>ITEM 16:<br/>ID: I010203</b>   | <b>TREASURY MANAGEMENT STRATEGY: ANNUAL REPORT AND PERFORMANCE 2015/16</b>                     |
| <b>Report Status:</b>   |  |
| This performance monitoring report on the Treasury Management Strategy: Annual Report and Performance 2015/16 is submitted twice a year: <ul style="list-style-type: none"> <li>• Dec 2015– the position at the 30 September 2015 (Half Year)</li> <li>• Sept 2016 – the position at 31 March 2016 (Full Year)</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>  | None   |
| <b>Decision Taker</b>   | City Executive Board 15 Sep 2016   |
| <b>Executive Lead Member</b>  | Finance, Corporate 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<br>blewis@oxford.gov.uk             |

## **COUNCIL: BUDGET 18 FEBRUARY 2015**

### **To include any reports from CEB**

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| <b>ITEM 17:<br/>ID: I010209</b>                                 | <b>RESERVES AND BALANCES REPORT</b>  |
| <b>Report Status:</b>   |  |
| To adopt the Reserves and Balances Report alongside the Budget. |  |
| <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</b>                       | Open -   |

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| <b>public?</b>   |  |
| <b>Will this decision be preceded by any form of consultation?</b> | None   |
| <b>Decision Taker</b>  | Council 18 Feb 2015  |
| <b>Executive Lead Member</b>                                       | Finance, Asset Management and Public Health (pre 2015)                             |
| <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 |

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| <b>ITEM 18:<br/>ID: I010211</b>                                    | <b>COUNCIL TAX SETTING</b><br><br><b>Report Status:</b>  |
| To set the Council tax for the financial year 2015/16.             |  |
| <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>  | Council 18 Feb 2015  |
| <b>Executive Lead Member</b>                                       | Finance, Asset Management and Public Health (pre 2015)   |
| <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             |

## CEB 12 MARCH 2015

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| <b>ITEM 19:<br/>ID: I010042</b>  | <b>AIDS AND ADAPTATIONS POLICY</b><br><br><b>Report Status:</b>                                |
| <p>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.</p> <p>The policy takes into account the following corporate and service priorities:</p> <ul style="list-style-type: none"> <li>Corporate Priorities</li> <li>Meeting Housing Needs</li> <li>Housing Strategy Objectives</li> <li>Meet the Housing Needs of Vulnerable Groups</li> <li>Support Sustainable Communities</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>   | No   |
| <b>Decision Taker</b>  | City Executive Board 10 Sep 2015   |
| <b>Executive Lead Member</b>   | Housing  |
| <b>Lead Executive Director</b>   | Head of Housing and Property   |
| <b>Report Contact</b>  | Stephen Clarke, Head of Housing and Property Tel: 01865 252447 sclarke@oxford.gov.uk           |

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| <b>ITEM 20:</b><br><b>ID: I010937</b>   | <b>AWARD OF A SINGLE HOMELESSNESS AND OUTREACH SERVICE</b><br><br><b>Report Status:</b>        |
| To provide an assertive outreach service to all rough sleepers in Oxford City; advice and guidance to those who fall into the single homeless category; and for the management of the Assessment Service. |  |
| <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 12 Mar 2015   |
| <b>Executive Lead Member</b>  | Housing and Estate Regeneration  |
| <b>Lead Executive Director</b>  | Head of Housing and Property   |
| <b>Report Contact</b>   | Nicky Atkin, Contracts & Procurement Specialist<br>Tel: 01865 252778 natkin@oxford.gov.uk      |

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| <b>ITEM 21:</b><br><b>ID: I011042</b>  | <b>BLACKBIRD LEYS DISTRICT CENTRE REGENERATION</b><br><br><b>Report Status:</b>   |
| To update CEB on feasibilities for regeneration of the district centre and to seek approval to secure a development partner. |   |
| <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>  | 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>   | Formal consultation is underway regarding budgetary provision for this project - to be heard at full council February.<br>Previous community consultation has taken place on regeneration proposals for the area. Meetings with portfolio holders and key stakeholders have taken place.<br>Further informal consultation is planned following receipt partner bids.<br>Information sharing and marketing planned.<br>Formal consultation will take place as part of town planning processes. |
| <b>Decision Taker</b>  | City Executive Board 11 Jun 2015  |
| <b>Executive Lead Member</b>   | Housing   |
| <b>Lead Executive Director</b>   | Executive Director for Regeneration and Housing   |
| <b>Report Contact</b>  | Fiona Piercy, Partnership & Regeneration Manager<br>Tel: 01865 252185<br>fpiercy@oxford.gov.uk  |

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| <b>ITEM 22:</b><br><b>ID: I009798</b>  | <b>THE CULTURE STRATEGY 2015-18</b><br><br><b>Report Status:</b> |
| 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 |  |

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| 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. |   |
| <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 – proposed Oct- Dec 2014  |
| <b>Decision Taker</b>   | City Executive Board<br>Council 13 Apr 2015   |
| <b>Executive Lead Member</b>  | Culture & Communities   |
| <b>Lead Executive Director</b>  | Head of Policy, Culture and Communications  |
| <b>Report Contact</b>   | Peter McQuitty, Corporate Lead - Culture & the Arts Tel: 01865 252780 pmcquitty@oxford.gov.uk                         |

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| <b>ITEM 23:<br/>ID: I010207</b>                                    | <b>CAPITAL STRATEGY 2015-16</b><br><br><b>Report Status:</b>  |
| To adopt the Council's capital 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> | None  |
| <b>Decision Taker</b>  | City Executive Board 14 May 2015<br>Council 20 Jul 2015   |
| <b>Executive Lead Member</b>                                       | Finance, Corporate Asset Management and Public Health<br><br>Finance, Corporate Asset Management and Public Health    |
| <b>Lead Executive Director</b>                                     | Head of Financial Services<br><br>Head of Financial Services  |
| <b>Report Contact</b>  | Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk                                    |

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| <b>ITEM 24:<br/>ID: I006675</b>                                    | <b>CORPORATE DEBT POLICY</b><br><br><b>Report Status:</b> |
| Annual update of policy in relation to the collection of income    |   |
| <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 Jul 2015                           |
| <b>Executive Lead Member</b>                                       | Finance, Corporate Asset Management and                   |

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|                                | Public Health  |
| <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 |

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| <b>ITEM 25:<br/>ID: I009095</b>  | <b>DISCRETIONARY HOUSING PAYMENT POLICY - 2016 REVISION</b>                                    |
|  | <b>Report Status:</b>  |
| The report seeks approval of the revised Discretionary Housing Payment policy for 2016. This policy is amended in response to changes in the government's welfare policy and the amount of government grant paid to Local Authorities. |  |
| <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>   | No consultation  |
| <b>Decision Taker</b>  | City Executive Board 14 Apr 2016   |
| <b>Executive Lead Member</b>   | Customer Services and Corporate Services   |
| <b>Lead Executive Director</b>   | Executive Director for Organisational Development and Corporate Services                       |
| <b>Report Contact</b>  | Paul Wilding, Programme Manager Revenue & Benefits Tel: 01865 252461 pwilding@oxford.gov.uk    |

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| <b>ITEM 26:<br/>ID: I010046</b>  | <b>EXEMPTION POLICY FOR REPAIRS</b>   |
|  | <b>Report Status:</b>   |
| The Exemption Policy for Repairs is being updated to better reflect the needs of tenants through more comprehensive targeting support. |   |
| <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 12 Mar 2015  |
| <b>Executive Lead Member</b>   | Housing and Estate Regeneration   |
| <b>Lead Executive Director</b>   | Head of Housing and Property  |
| <b>Report Contact</b>  | Nichola Griffiths, Service Development Officer Tel: 01865 252 336 ngriffiths@oxford.gov.uk                            |

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| <b>ITEM 27:<br/>ID: I008005</b>   | <b>HOMELESSNESS GRANTS ALLOCATION</b> |
|   | <b>Report Status:</b>                 |
| This report will recommend the allocation of the Preventing Homelessness Grant and the Council's monies relating to homelessness services.  |                                       |
| On 12 February 2015 CEB resolved to:  |                                       |
| Delegate authority to the Head of Housing and Property Services in consultation with the Board member for housing and estate Regeneration to allocate the balance of the Preventing Homelessness Funds. |                                       |

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| <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 - 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> |  |
| <b>Decision Taker</b>  | Head of Housing and Property April 2015  |
| <b>Executive Lead Member</b>                                       |  |
| <b>Lead Executive Director</b>                                     |  |
| <b>Report Contact</b>  | Stephen Clarke, Head of Housing and Property<br>Tel: 01865 252447 sclarke@oxford.gov.uk  |

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| <b>ITEM 28:<br/>ID: I008833</b>  | <b>OXFUTURES PROGRAMME</b>   |
|  | <b>Report Status:</b>  |
| Update on progress and risk regarding the EU funded OxFutures programme <ul style="list-style-type: none"> <li>• update on delivery progress</li> <li>• description of delivery pipeline to Nov 2015</li> <li>• discussion of financial risks</li> </ul> |  |
| <b>Is this a Key Decision?</b>   | Not Key  |
| <b>Is this item open or exempt to the public?</b>  | Part exempt -  |
| <b>Will this decision be preceded by any form of consultation?</b>   | None   |
| <b>Decision Taker</b>  | City Executive Board 2 Apr 2015  |
| <b>Executive Lead Member</b>   | Cleaner, Greener Oxford, Climate Change and Transport                                  |
| <b>Lead Executive Director</b>   | Executive Director for Community Services  |
| <b>Report Contact</b>  | Mairi Brookes, OxFutures Programme Manager<br>Tel: 01865 252212 mbrookes@oxford.gov.uk |

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| <b>ITEM 29:<br/>ID: I009802</b>   | <b>HOUSING STRATEGY 2015-2018</b>   |
|   | <b>Report Status:</b>   |
| 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.   |   |
| <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   |
| <b>Decision Taker</b>   | Council 20 Jul 2015   |
| <b>Executive Lead Member</b>  | Housing   |
| <b>Lead Executive Director</b>  | Head of Housing and Property  |
| <b>Report Contact</b>   | Stephen Clarke, Head of Housing and Property<br>Tel: 01865 252447 sclarke@oxford.gov.uk                               |

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| <b>ITEM 30:<br/>ID: I009810</b> | <b>INTEGRATED PERFORMANCE REPORT 2014/15_ QUARTER 4</b> |
|                                 | <b>Report Status:</b>                                   |

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| 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<br>Quarter 2- based on information as at 31 October 2014<br>Quarter 3- based on information as at 31 December 2014<br>Quarter 4 – based on information as at 31 March 2015 |  |
| <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 Jul 2015<br>Council 20 Jul 2015                             |
| <b>Executive Lead Member</b>  | Finance, Corporate Asset Management and Public Health                              |
| <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 |

## CEB 2 APRIL 2015

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| <b>ITEM 31:<br/>ID: I010929</b>  | <b>AGENCY STAFF CONTRACT AWARD</b><br><br><b>Report Status:</b>   |
| On 9 July 2015 the City Executive Board resolved to GRANT delegated authority to the Executive Director of Organisational Development and Corporate Services to award a new temporary agency staff contract. |   |
| <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>   | N/A   |
| <b>Decision Taker</b>  | Executive Director for Organisational Development and Corporate Services Not before 9 Jul 2015  |
| <b>Executive Lead Member</b>   | Customer Services and Corporate Services  |
| <b>Lead Executive Director</b>   | Executive Director for Organisational Development and Corporate Services  |
| <b>Report Contact</b>  | Head of Business Improvement  |

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| <b>ITEM 32:<br/>ID: I010171</b>                                     | <b>APPOINTMENT OF OUTSIDE BODIES 2015/16</b><br><br><b>Report Status:</b> |
| To appoint Council representatives to outside bodies and charities. |   |
| <b>Is this a Key Decision?</b>                                      | Not Key   |



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| <b>Is this item open or exempt to the public?</b>                  | Open -   |
| <b>Will this decision be preceded by any form of consultation?</b> | Consult with outside bodies and seek feedback from Councillors                       |
| <b>Decision Taker</b>  | City Executive Board 2 Apr 2015  |
| <b>Executive Lead Member</b>                                       | Corporate Strategy, Economic Development and Planning                                |
| <b>Lead Executive Director</b>                                     | Head of Law and Governance   |
| <b>Report Contact</b>  | Sarah Claridge, Committee Services Officer Tel: 01865 529920 sclaridge@oxford.gov.uk |

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| <b>ITEM 33:<br/>ID: I010935</b>   | <b>AWARD OF A FRAMEWORK AGREEMENT FOR SUB-CONTRACTED RESPONSIVE &amp; PLANNED MAINTENANCE</b>   |
|   | <b>Report Status:</b>   |
| The report will recommend a series of contractors to carry out specialist works on behalf of the Council ranging from general construction services to the maintenance of solar PV. |   |
| <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>   | 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  |
| <b>Executive Lead Member</b>  | Housing   |
| <b>Lead Executive Director</b>  | Head of Direct Services   |
| <b>Report Contact</b>   | Nicky Atkin, Contracts & Procurement Specialist Tel: 01865 252778 natkin@oxford.gov.uk  |

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| <b>ITEM 34:<br/>ID: I010931</b>                                    | <b>CONTRACT AWARD ICT NEW PARTNER</b>   |
|  | <b>Report Status:</b>   |
| To award a contract to provide Council's ICT services and support. |   |
| <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>                  | 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> | N/A   |
| <b>Decision Taker</b>  | City Executive Board 30 Jul 2015  |
| <b>Executive Lead Member</b>                                       | Customer Services and Corporate Services  |
| <b>Lead Executive Director</b>                                     | Head of Business Improvement and Technology   |
| <b>Report Contact</b>  | Jane Lubbock, Head of Business Improvement and Technology Tel: 01865 252708 jlubbock@oxford.gov.uk  |

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| <b>ITEM 35:<br/>ID: I010348</b>   | <b>OFFICER DELEGATION FOR CAPITAL INVESTMENT IN PROPERTY</b> |
|   | <b>Report Status:</b>  |
| 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.

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| <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 Jul 2015  |
| <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>  | Jane Winfield, Regeneration and Major Projects - Team Manager Tel: 01865 252551<br>jwinfield@oxford.gov.uk |

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| <b>ITEM 36:<br/>ID: I010350</b>   | <b>ENERGY AND WATER MANAGEMENT PLAN</b><br><br><b>Report Status:</b>       |
| 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 |  |
| <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 Jul 2015  |
| <b>Executive Lead Member</b>  | Cleaner, Greener Oxford, Climate Change and Transport                      |
| <b>Lead Executive Director</b>  | Interim Head of Environmental Development                                  |
| <b>Report Contact</b>   | Nathan Vear, Interim Head of Environmental Development nvear@oxford.gov.uk |

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| <b>ITEM 37:<br/>ID: I003111</b>   | <b>CORPORATE ENFORCEMENT POLICY (PREVIOUSLY ENVIRONMENTAL DEVELOPMENT ENFORCEMENT POLICY)</b><br><br><b>Report Status:</b> |
| Refresh the current enforcement policy to take account of government guidance and corporate priorities. |  |
| <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>                                      | To be advised.   |
| <b>Decision Taker</b>   | City Executive Board 17 Dec 2015   |
| <b>Executive Lead Member</b>  | Planning, Transport and Regulatory Services  |
| <b>Lead Executive Director</b>  | Head of Planning and Regulatory Services   |
| <b>Report Contact</b>   | Ian Wright, Service Manager Environmental Health iwright@oxford.gov.uk   |

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| <b>ITEM 38:<br/>ID: I010167</b> | <b>FUSION LIFESTYLE - ANNUAL SERVICE PLAN 2015/16</b> |
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|   | <b>Report Status:</b>   |
| To endorse Fusion Lifestyle's Annual Service Plan for the management of the Council's leisure facilities for 2015-16. |   |
| <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 2 Apr 2015   |
| <b>Executive Lead Member</b>  | Leisure Contract and Community Partnership Grants                                       |
| <b>Lead Executive Director</b>  | Head of Leisure, Parks and Communities  |
| <b>Report Contact</b>   | Lucy Cherry, Leisure and Performance Manager<br>Tel: 01865 252707 lcherry@oxford.gov.uk |

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| <b>ITEM 39:<br/>ID: I008107</b>  | <b>BMW DEVELOPMENT AND HORSPATH SPORTS PARK</b>   |
|  | <b>Report Status:</b>   |
| To seek authority to agree a contract with BMW which would transfer their sports facilities to a new site enabling future development of their factory.  |   |
| On 10 September 2015 the City Executive Board resolved to:   |   |
| <ol style="list-style-type: none"> <li>1) grant project approval to facilitate the transfer of the existing sports facilities on land owned by BMW at its Horspath Road, Cowley site ("the BMW Site") to adjacent land held by the Council ("the Council Land");</li> <li>2) agree to the termination of the Council's current use of the Council Land, on the basis that it is to be used for the purpose of re-providing the sports and leisure facilities currently on the BMW Site.</li> <li>3) <b>grant delegated authority to the Executive Director, Community Services, in consultation with the Council's s151 and Monitoring Officers, to</b> <ol style="list-style-type: none"> <li>a. <b>negotiate and agree the terms of the arrangement with BMW, on the basis that the total payment received from BMW is not less than £4.9m (index linked as stated in the report) and that any contract agreed with BMW contains provisions to ensure that the Council receives an appropriate share in any uplift in value of the BMW Site on any future sale of it;</b></li> <li>b. <b>award, after undertaking a suitable procurement process and securing planning consent a contract to the selected supplier or suppliers, to undertake all construction work required for the re-provision of the sports and leisure facilities; and</b></li> <li>c. <b>undertake a market testing exercise of the management of the re-sited sports facilities on the Council Land.</b></li> </ol> </li> <li>4) seek to protect and re-provide, where possible, all current use by sports clubs of the sports and leisure facilities on the BMW Site.</li> </ol> |   |
| On 23 September 2015 Council resolved to:  |   |
| 5) agree a new capital budget of £4.9 million funded by the capital receipt from the sale of the land to fund the replacement of the facilities.   |   |
| <b>Is this a Key Decision?</b>   | Yes   |
| <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</b>   | N/A   |

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| <b>form of consultation?</b>   |  |
| <b>Decision Taker</b>          | City Executive Board<br><br>Executive Director for Community Services Not before 24 Sep 2015 |
| <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>          | Ian Brooke, Head of Community Services Tel: 01865 252705 ibrooke@oxford.gov.uk               |

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| <b>ITEM 40:<br/>ID: I010035</b>  | <b>LOCAL DEVELOPMENT SCHEME</b><br><br><b>Report Status:</b>                   |
| The Local Development Scheme set out a work programme for major planning policy documents for Oxford. This meeting will recommend adoption of the LDS. |  |
| <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 21 Jan 2016   |
| <b>Executive Lead Member</b>   | Planning, Transport and Regulatory Services                                    |
| <b>Lead Executive Director</b>   | Head of Planning and Regulatory Services                                       |
| <b>Report Contact</b>  | Mark Jaggard, Planning Policy Manager Tel: 01865 252161 mjaggard@oxford.gov.uk |

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| <b>ITEM 41:<br/>ID: I005935</b>  | <b>OXFORD HERITAGE ASSETS REGISTER</b><br><br><b>Report Status:</b>   |
| The report seeks endorsement of a list of assets to be included on the Oxford Heritage Assets Register from nominations from the East and West Oxford pilot areas. These are assets assessed against the criteria for inclusion on the register. |   |
| <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>   | Consultation is being undertaken currently with a range of organisations in and adjoining the affected area, as well as with city wide stakeholders. The consultation is open to all. The results of the consultation exercise will be reported to a panel (the relevant ward members) and their recommendations, as well as a summary of the consultation exercise, will be reported to Board. |
| <b>Decision Taker</b>  | City Executive Board 2 Apr 2015   |
| <b>Executive Lead Member</b>   | Corporate Strategy, Economic Development and Planning   |
| <b>Lead Executive Director</b>   | Head of City Development  |
| <b>Report Contact</b>  | Sarah Harrison, Senior Planner Tel: 01865 252015 sbharrison@oxford.gov.uk   |

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| <b>ITEM 42:<br/>ID: I008658</b> | <b>SAFEGUARDING CHILDREN , YOUNG PEOPLE AND VULNERABLE ADULT POLICY</b> |
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|   | <b>Report Status:</b>   |
| To review and refresh the Council's Safeguarding Children, Young People and Vulnerable Adult policy and procedures. |   |
| <b>Is this a Key Decision?</b>  | Not Key   |
| <b>Is this item open or exempt to the public?</b>   | Open - Information which is likely to reveal the identity of an individual. |
| <b>Will this decision be preceded by any form of consultation?</b>  | N/A   |
| <b>Decision Taker</b>   | Council 20 Jul 2015<br>City Executive Board 14 Apr 2016                     |
| <b>Executive Lead Member</b>  | Finance, Corporate Asset Management and Public Health                       |
| <b>Lead Executive Director</b>  | Assistant Chief Executive   |
| <b>Report Contact</b>   | Val Johnson, Policy Team Leader Tel: 01865 252209 vjohnson@oxford.gov.uk    |

## COUNCIL 13 APRIL 2015 PROVISIONAL REPORTS

### To include any reports from CEB

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| <b>ITEM 43:<br/>ID: I010173</b>                                       | <b>CONSTITUTION REVIEW 2015/16</b> |
|   | <b>Report Status:</b>              |
| An annual report to propose any required changes to the constitution. |                                    |
| <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>    | None                               |
| <b>Decision Taker</b>   |                                    |
| <b>Executive Lead Member</b>  |                                    |
| <b>Lead Executive Director</b>  |                                    |
| <b>Report Contact</b>   |                                    |

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| <b>ITEM 44:<br/>ID: I003437</b>   | <b>FAMILY LEAVE POLICY, MANAGING ALLEGATIONS AGAINST EMPLOYEES</b> |
|   | <b>Report Status:</b>  |
| To seek approval for three employment policies and procedures which are Family Leave incorporating Shared Parental Leave legislation, Allegations Policy and Employee Data Monitoring Policy. |  |
| <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>  | Trade Unions   |
| <b>Decision Taker</b>   | City Executive Board   |

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|                                | Council 13 Apr 2015  |
| <b>Executive Lead Member</b>   | Corporate Strategy, Economic Development and Planning                        |
| <b>Lead Executive Director</b> | Head of Human Resources and Facilities                                       |
| <b>Report Contact</b>          | Simon Howick, Corporate Lead - HR/OD Tel: 01865 252547 showick@oxford.gov.uk |

## CEB 14 MAY 2015 PROVISIONAL REPORTS

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| <b>ITEM 45:<br/>ID: I011047</b>                                    | <b>AWARD OF INTERNAL AUDIT CONTRACT</b>  |
|  | <b>Report Status:</b>  |
| To award the contract for Council's Internal Auditors              |  |
| <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 - 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> | N/A  |
| <b>Decision Taker</b>  | City Executive Board 10 Sep 2015   |
| <b>Executive Lead Member</b>                                       | Finance, Corporate 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   |

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| <b>ITEM 46:<br/>ID: I010939</b>   | <b>CITY CENTRE PUBLIC SPACES PROTECTION ORDER (PSPO)</b>  |
|   | <b>Report Status:</b>   |
| The implementation of a Public Space Protection Order to effectively deal with a number of City Centre related activities of a few people that affects the general public's freedom to use the City centre freely and safely. |   |
| <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   |
| <b>Decision Taker</b>   | City Executive Board 15 Oct 2015<br><br>Executive Director for Community Services 1 Feb 2016                          |
| <b>Executive Lead Member</b>  | Crime, Community Safety and Licensing   |
| <b>Lead Executive Director</b>  | Executive Director for Community Services   |
| <b>Report Contact</b>   | Richard J Adams, Community Safety &   |

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|  | Resilience Manager Tel: 01865 252283<br>rjadams@oxford.gov.uk |
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| <b>ITEM 47:<br/>ID: I010169</b>  | <b>OXFORD RAILWAY STATION REDEVELOPMENT</b><br><br><b>Report Status:</b>   |
| To update CEB on the Oxford Station Redevelopment Proposals and seek approval for next stages. |  |
| <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>                             | Formal consultation on this site was undertaken as part of the West End AAP.<br><br>Significant informal consultation and information gathering has taken place and continues to take place.<br><br>Formal statutory consultation will be undertaken as part of the town planning processes going forward. |
| <b>Decision Taker</b>  | City Executive Board Not before 1 May 2016   |
| <b>Executive Lead Member</b>   | Planning, Transport and Regulatory Services  |
| <b>Lead Executive Director</b>   | Head of Planning and Regulatory Services   |
| <b>Report Contact</b>  | Fiona Piercy, Partnership & Regeneration Manager Tel: 01865 252185<br>fpiercy@oxford.gov.uk  |

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| <b>ITEM 48:<br/>ID: I010352</b>   | <b>PRIVATE SECTOR HOUSING POLICY</b><br><br><b>Report Status:</b>   |
| The policy will set out the future priorities and areas of intervention in the private rented and owner occupied residential sectors in Oxford and will clarify the regulatory approach to be taken by the Council. |   |
| The policy will be considered at the following meetings: <ul style="list-style-type: none"> <li>• CEB – February 2016 for pre-consultation</li> <li>• CEB – July 2016 post-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>  | Public consultation for 6 weeks from January to March 2016.   |
| <b>Decision Taker</b>   | City Executive Board 14 Jul 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>   | Ian Wright, Service Manager Environmental Health iwright@oxford.gov.uk  |

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| <b>ITEM 49:<br/>ID: I010356</b> | <b>REVIEW OF OLDER PERSONS ACCOMMODATION /REVIEW OF SHELTERED HOUSING</b> |
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|  | <b>Report Status:</b>   |
| Approve outcomes of review, including future of some of the stock  |   |
| <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 17 Mar 2016  |
| <b>Executive Lead Member</b>                                       | Housing   |
| <b>Lead Executive Director</b>                                     | Head of Housing and Property  |
| <b>Report Contact</b>  | Nerys Parry, Rough Sleeping and Single Homelessness Manager nparry@oxford.gov.uk                                      |

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| <b>ITEM 50:<br/>ID: I010033</b>   | <b>STATEMENT OF COMMUNITY INVOLVEMENT 2015</b>                                   |
|   | <b>Report Status:</b>  |
| The Statement of Community Involvement set out how City Development will consult with local people and stakeholders on the development of planning policy documents and planning applications. This meeting will recommend adoption of the SCI. |  |
| <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  |
| <b>Decision Taker</b>   | City Executive Board 9 Jul 2015  |
| <b>Executive Lead Member</b>  | Planning, Transport and Regulatory Services                                      |
| <b>Lead Executive Director</b>  | Head of Planning and Regulatory Services   |
| <b>Report Contact</b>   | Lyndsey Beveridge, Principal Planner Tel: 01865 25 2482 lbeveridge@oxford.gov.uk |

## ANNUAL COUNCIL 18 MAY 2015

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| <b>ITEM 51:<br/>ID: I010361</b>                                    | <b>APPOINTMENT OF COMMITTEES FOR THE YEAR 2015/16</b>                  |
|  | <b>Report Status:</b>  |
| To appoint Councillors to Council Committees for 2015/16           |  |
| <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> | N/A  |
| <b>Decision Taker</b>  | Council 18 May 2015  |
| <b>Executive Lead Member</b>                                       |  |
| <b>Lead Executive Director</b>                                     | Head of Law and Governance   |
| <b>Report Contact</b>  | Pat Jones, Committee and Member Services Manager phjones@oxford.gov.uk |

## CEB 11 JUNE 2015 PROVISIONAL REPORTS



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| <b>ITEM 52:<br/>ID: I010031</b>  | <b>OXFORD CITY COUNCIL CORPORATE BIODIVERSITY ACTION PLAN</b>  |
| <b>Report Status:</b>  |  |
| 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   |  |
| <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 Jul 2015  |
| <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>  | Jo Colwell, Service Manager Environmental Sustainability Tel: 01865 252188<br>jcolwell@oxford.gov.uk |

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| <b>ITEM 53:<br/>ID: I002559</b>                                    | <b>ICT STRATEGY</b>   |
| <b>Report Status:</b>  |   |
| This report will propose an ICT Strategy for the Council.          |   |
| <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> | Internal only.  |
| <b>Decision Taker</b>  | City Executive Board 11 Jun 2015  |
| <b>Executive Lead Member</b>                                       | Customer Services and Corporate Services  |
| <b>Lead Executive Director</b>                                     | Head of Business Improvement and Technology   |
| <b>Report Contact</b>  | Jane Lubbock, Head of Business Improvement and Technology Tel: 01865 252708<br>jlubbock@oxford.gov.uk |

## CEB 9 JULY 2015 PROVISIONAL REPORTS

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| <b>ITEM 54:<br/>ID: I009355</b>   | <b>LEISURE &amp; WELLBEING STRATEGY 2015-2020</b>   |
| <b>Report Status:</b>   |   |
| To adopt the Leisure & Wellbeing Strategy following public consultation |   |
| <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   |
| <b>Decision Taker</b>   | City Executive Board 10 Sep 2015  |
| <b>Executive Lead Member</b>  | Leisure, Parks and Sport (pre-2015)   |
| <b>Lead Executive Director</b>  | Head of Community Services  |
| <b>Report Contact</b>   | Ian Brooke, Head of Community Services Tel:   |

## COUNCIL 20 JULY 2015 PROVISIONAL REPORTS

To include any reports from CEB

## CEB 10 SEPTEMBER 2015 PROVISIONAL REPORTS

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| <b>ITEM 55:<br/>ID: I010933</b>  | <b>REPLACEMENT OF HOUSING COMPUTER SYSTEMS</b><br><br><b>Report Status:</b>   |
| The Council currently has two housing computer systems, this report details the proposals for the procurement of one housing computer system to replace the current computer applications. |   |
| <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>  | 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>   | N/A   |
| <b>Decision Taker</b>  | City Executive Board 11 Feb 2016  |
| <b>Executive Lead Member</b>   | Customer Services and Corporate Services  |
| <b>Lead Executive Director</b>   | Head of Business Improvement  |
| <b>Report Contact</b>  | Helen Bishop, Head of Business Improvement<br>Tel: 01865 252233 hbishop@oxford.gov.uk   |

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| <b>ITEM 56:<br/>ID: I011045</b>   | <b>INTEGRATED PERFORMANCE REPORT Q4 2015/16</b><br><br><b>Report Status:</b>                |
| These reports detail the Council's finances, risk and performance as at the end of each financial quarter for 2015/16 and may present budgetary amendments in the light of that information: <ul style="list-style-type: none"> <li>• Q1, 30 June – report in September 2015</li> <li>• Q2, 30 September - report in December 2015</li> <li>• Q3, 31 December - report in March 2016</li> <li>• <b>Q4, 31 March 2016 - report in June 2016</b></li> </ul> |   |
| <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>  | N/A   |
| <b>Decision Taker</b>   | City Executive Board 16 Jun 2016  |
| <b>Executive Lead Member</b>  | Finance, Corporate Asset Management and Public Health                                       |
| <b>Lead Executive Director</b>  | Executive Director for Organisational Development and Corporate Services                    |
| <b>Report Contact</b>   | Anna Winship, Management Accountancy Manager<br>Tel: 01865 252517<br>awinship@oxford.gov.uk |

## COUNCIL 21 SEPTEMBER 2014 PROVISIONAL REPORTS

To include any reports from CEB

## CEB 15 OCTOBER 2015 PROVISIONAL REPORTS

## CEB 12 NOVEMBER 2015 PROVISIONAL REPORTS

## COUNCIL 7 DECEMBER 2015 PROVISIONAL REPORTS

To include any reports from CEB

## CEB 17 DECEMBER 2015 PROVISIONAL REPORTS

|   |   |
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| <b>ITEM 57:<br/>ID: I006767</b>   | <b>DATA PROTECTION POLICY REFRESH</b><br><br><b>Report Status:</b>                    |
| To propose minor changes to the current Data Protection Policy to keep it in line with best practice and new guidance issued by the Information Commissioner. |   |
| <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 Dec 2015  |
| <b>Executive Lead Member</b>  | Customer Services 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<br>Tel: 01865 252233 hbishop@oxford.gov.uk |

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| FIELD_SUMMARY  |  |
|  | FIELD_KEY FIELD_REASON_KEY                                 |
|  | FIELD_LIKELY_EXEMPTION_CLASS -<br>FIELD_LIKELY_REASON_TEXT |
|  | FIELD_CONSULTATION   |
|  | FIELD_DMTITLEDATE  |
|  | FIELD_LEAD_MEMBER  |
|  | FIELD_LEAD_DIRECTOR  |
|  | FIELD_OFFICER_TITLETELEMAIL                                |
| FIELD_SUMMARY  |  |
| <b>Is this a Key Decision?</b>                                     | FIELD_KEY FIELD_REASON_KEY                                 |
| <b>Is this item open or exempt to the public?</b>                  | FIELD_LIKELY_EXEMPTION_CLASS -<br>FIELD_LIKELY_REASON_TEXT |
| <b>Will this decision be preceded by any form of consultation?</b> | FIELD_CONSULTATION   |
|  | FIELD_DMTITLEDATE  |

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|  | FIELD_LEAD_MEMBER           |
|  | FIELD_LEAD_DIRECTOR         |
|  | FIELD_OFFICER_TITLETELEMAIL |