

FORWARD PLAN FOR THE PERIOD APRIL - DECEMBER 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

DELEGATED OFFICER EXECUTIVE KEY DECISIONS

ITEM 1:	SALE OF SUB STATION SITES ID: I009192
<p>Proposal recommending disposal of freehold interest in 84 sub-station sites across the city to Scottish and Southern Electric.</p> <p>In July 2014, CEB Granted authority to the Executive Director of City Regeneration and Housing, in consultation with the Board Member, to vary or extend the sub- station sites to be included in the transaction provided the transaction continues to represent best consideration.</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 business affairs of the council.
Will this decision be preceded by any form of consultation?	None
Decision Taker	Executive Director for City Regeneration and Housing
Executive Lead Member:	
Report Owner:	
Report Contact:	David Edwards, Executive Director City Regeneration and Housing Tel: 01865 252394 dedwards@oxford.gov.uk

ITEM 2:	HOMELESSNESS GRANTS ALLOCATION ID: I008005
<p>This report will recommend the allocation of the Preventing Homelessness Grant and the Council's monies relating to homelessness services.</p> <p>On 12 February 2015 CEB resolved to:</p> <p>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.</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	Head of Housing and Property
Executive Lead Member:	
Report Owner:	
Report Contact:	Stephen Clarke, Head of Housing and Property Tel: 01865 252447 sclarke@oxford.gov.uk

SPECIAL CEB: 27 APRIL 2015

ITEM 3:	TENDER FOR WASTE COLLECTION AND ENVIRONMENTAL IMPROVEMENT SERVICES ID: I011528	
To seek approval to tender for Commercial Waste collections and Environmental Improvement services to a Public Body, as the potential value of the contract exceeds delegated authority levels		
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	
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 for Community Services	
Report Contact:	Jeff Ridgley, Business Improvement and Development Manager jridgley@oxford.gov.uk	

ITEM 4:	CONSULTATION RESPONSE TO THE OXFORDSHIRE TRANSPORT STRATEGY ID: I011535	
To seek formal endorsement for the response of the City Council to the County Council's Draft Oxford Transport Strategy and Local Transport Plan 4.		
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?	Yes – with members by way of two member workshops	
Decision Taker	City Executive Board	
Executive Lead Member:	Cleaner, Greener Oxford, Climate Change and Transport	
Report Owner:	Executive Director for City Regeneration and Housing	
Report Contact:	David Edwards, Executive Director City Regeneration and Housing Tel: 01865 252394 dedwards@oxford.gov.uk	

ITEM 5:	OXPENS DELIVERY STRATEGY ID: I009224	
To update CEB on the delivery of the strategy for the Oxpens 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 Commercially 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 Oxpens through the West End AAP and the Oxpens masterplan SPD.	
Decision Taker	City Executive Board	

Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Executive Director for City Regeneration and Housing
Report Contact:	Fiona Piercy Tel: 01865 252185 fpiercy@oxford.gov.uk

CEB 14 MAY 2015

ITEM 6:	BLACKBIRD LEYS DISTRICT CENTRE REGENERATION ID: I011042	
To update CEB on feasibilities for regeneration of the district centre and to seek approval to secure a development partner.		
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	
Will this decision be preceded by any form of consultation?	Formal consultation is underway regarding budgetary provision for this project - to be heard at full council February. Previous community consultation has taken place on regeneration proposals for the area. Meetings with portfolio holders and key stakeholders have taken place. Further informal consultation is planned following receipt partner bids. Information sharing and marketing planned. Formal consultation will take place as part of town planning processes.	
Decision Taker	City Executive Board	
Executive Lead Member:	Housing and Estate Regeneration	
Report Owner:	Executive Director for City Regeneration and Housing	
Report Contact:	Fiona Piercy Tel: 01865 252185 fpiercy@oxford.gov.uk	

ITEM 7:	CAPITAL STRATEGY ID: I010207	
To adopt the Council's capital strategy		
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"/> Council	
Executive Lead Member:	Finance, Asset Management and Public Health <input type="checkbox"/> Finance, Asset Management and Public Health	
Report Owner:	Head of Finance <input type="checkbox"/> Head of Finance	
Report Contact:	Nigel Kennedy, Head of Finance Tel: 01865 252708 nkennedy@oxford.gov.uk	

ITEM 8:	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"/> <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:	Stephen Clarke, Head of Housing and Property Tel: 01865 252447 sclarke@oxford.gov.uk

ITEM 9:	COVERED MARKET ACTION PLAN ID: I010130
To update the City Executive Board in respect of the costed action plan & programme including scrutiny recommendations 5-8 for the covered market.	
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?	Yes
Decision Taker	Scrutiny Committee <input type="checkbox"/> <input type="checkbox"/> City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Executive Director for City Regeneration and Housing
Report Contact:	Jane Winfield, Regeneration and Major Projects - Team Manager Tel: 01865 252551 jwinfield@oxford.gov.uk

ITEM 10:	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?	N/A
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"/>
Report Owner:	Head of Policy, Culture and Communications <input type="checkbox"/> <input type="checkbox"/>
Report Contact:	Val Johnson, Policy Team Leader Tel: 01865 252209 vjohnson@oxford.gov.uk

ANNUAL COUNCIL 18 MAY 2015

ITEM 11:	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?	N/A
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

SPECIAL CEB: 26 MAY 2015

ITEM 12:	TENDER FOR THE CIVIL ENGINEERING GROUND WORK AT THE JOHN RADCLIFFE AND CHURCHILL HOSPITALS ID: I011721
To seek approval to tender for the civil engineering work for the provision of a hot water pipeline linking the John Radcliffe and Churchill hospitals.	
The potential value of the contract exceeds delegated authority levels	
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 confidential.
Will this decision be preceded by any form of consultation?	N/A
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Executive Director for Community Services
Report Contact:	Shaun Hatton Tel: 07710384746 shatton@oxford.gov.uk

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ITEM 13:	CITY CENTRE PUBLIC SPACES PROTECTION ORDER (PSPO) ID: I010939
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.	
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:	Crime and Community Response

Report Owner:	Executive Director for Community Services
Report Contact:	Richard J Adams, Housing and Communities Tel: 01865 252283 rjadams@oxford.gov.uk

ITEM 14:	COVERED MARKET LEASING STRATEGY ID: I011504
To update the Covered Market Leasing 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?	Occurred with traders
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Regeneration and Major Projects Service Manager
Report Contact:	Elaine Philip, Markets Manager Tel: 01865 252358 ephilips@oxford.gov.uk

ITEM 15:	HOUSING ASSET MANAGEMENT STRATEGY (INCLUDING THE OXFORD STANDARD) 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"/> Council
Executive Lead Member:	Housing and Estate Regeneration <input type="checkbox"/>
Report Owner:	Head of Housing and Property <input type="checkbox"/>
Report Contact:	Martin Shaw Tel: 01865 252775 mshaw2@oxford.gov.uk

ITEM 16:	HOUSES IN MULTIPLE OCCUPATION (HMO) LICENSING SCHEME ID: I005715
<p>The Council designated the whole of the City subject to Additional Licensing of HMOs in 2010 which was phased into effect from the 24th January 2011 and 31st January 2012. Each Phase of the scheme was designated for 5 years and during this time the Council must undertake a review.</p> <p>The report to be submitted to the June CEB will provide findings from a review of the impact of the scheme and seek approval from members to proceed with a consultation exercise regarding the future of the Additional Licensing scheme.</p> <p>The report to be submitted to the October CEB will set out the results of the consultation exercise for Additional Licensing and set out recommendations for the future of the scheme.</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?	Consultation will occur after the June report.
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"/> Finance, Asset Management and Public Health
Report Owner:	Executive Director for Community Services <input type="checkbox"/> <input type="checkbox"/> Executive Director for Community Services
Report Contact:	Adrian Chowns, Team Leader HMO Enforcement Team Tel: 01865 252010 achowns@oxford.gov.uk

ITEM 17:	ICT STRATEGY ID: I002559
This report will propose an ICT Strategy for the Council.	
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?	Internal only.
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Head of Business Improvement and Technology
Report Contact:	Jane Lubbock, Head of Business Improvement and Technology Tel: 01865 252708 jlubbock@oxford.gov.uk

ITEM 18:	PROPOSED LEASE AND MONITORING ARRANGEMENTS FOR COMMUNITY CENTRES ID: I011250
Formalise the approach of the Council to Community Centre lease agreements	
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 Commercial Affairs of the Council
Will this decision be preceded by any form of consultation?	Yes
Decision Taker	City Executive Board
Executive Lead Member:	Culture and Communities
Report Owner:	Head of Leisure, Parks and Communities
Report Contact:	Mark Spriggs, Community Centres Co-ordinator Tel: 01865 252822 mspriggs@oxford.gov.uk

ITEM 19:	OXFORD RAILWAY 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

public?	
Will this decision be preceded by any form of consultation?	<p>Formal consultation on this site was undertaken as part of the West End AAP.</p> <p>Significant informal consultation and information gathering has taken place and continues to take place.</p> <p>Formal statutory consultation will be undertaken as part of the town planning processes going forward.</p>
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 20:	RECYCLING REWARD SCHEME BID – BLUE BIN PREMIER LEAGUE ID: I011530
To inform the Board of Oxford City Council's successful bid to the DCLG for £350k and to describe the reward scheme	
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:	Cleaner, Greener Oxford, Climate Change and Transport
Report Owner:	Head of Direct Services
Report Contact:	Geoff Corps, Cleaner Greener Services Manager gcorps@oxford.gov.uk

ITEM 21:	TOWER BLOCKS REFURBISHMENT - APPOINTMENT OF PROJECT CONTRACTOR ID: I009026
<p>June 2015: To approve the recommendation to appoint a Principal Contractor who will undertake the refurbishment of the five high rise residential tower blocks and to recommend to Council a revised budget following competitive tender process.</p> <p>On 3 July 2014, the City Executive Board resolved to: Approve the commencement of the tender process and delegate to the Executive Director of Regeneration and Housing in consultation with the Section 151 Officer and Monitoring Officer, the authority to award the contract to the preferred contractor within the budget envelope for the refurbishment of the City tower blocks, following a competitive tender process.</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 contract details
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board <input type="checkbox"/> Council
Executive Lead Member:	Housing and Estate Regeneration <input type="checkbox"/> Housing and Estate Regeneration

Report Owner:	Head of Housing and Property <input type="checkbox"/> <input type="checkbox"/> Head of Housing and Property
Report Contact:	David Watt Tel: 01865 252182 dwatt@oxford.gov.uk, Jack Bradley jbradley@oxford.gov.uk

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ITEM 22:	AGENCY STAFF CONTRACT AWARD		
	ID: I010929		
To award the Agency Staff Contract.			
Is this a Key Decision?	Not Key		
Is this item open or exempt to the public?	Part exempt		
Will this decision be preceded by any form of consultation?	N/A		
Decision Taker	City Executive Board		
Executive Lead Member:			
Report Owner:	Head of Business Improvement and Technology		
Report Contact:	Jane Lubbock, Head of Business Improvement and Technology Tel: 01865 252708 jlubbock@oxford.gov.uk		

ITEM 23:	AWARD OF A FRAMEWORK AGREEMENT FOR SUB-CONTRACTED RESPONSIVE & PLANNED MAINTENANCE		
	ID: I010935		
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.			
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 Commerically sensitive - affairs of the Council.		
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 Direct Services		
Report Contact:	Nicky Atkin, Business Improvement Tel: 01865 252778 natkin@oxford.gov.uk		

ITEM 24:	CONTRACT AWARD ICT NEW PARTNER		
	ID: I010931		
To award a contract to provide Council's ICT services and support.			
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		
Will this decision be preceded by any form of consultation?	N/A		
Decision Taker	City Executive Board		
Executive Lead Member:	Finance, Asset Management and Public Health		
Report Owner:	Head of Business Improvement and Technology		
Report Contact:	Jane Lubbock, Head of Business Improvement and Technology Tel: 01865 252708		

	jlubbock@oxford.gov.uk
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ITEM 25:	CORPORATE DEBT POLICY ID: I006675
Annual update of policy in relation to the collection of income	
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:	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

ITEM 26:	DIAMOND PLACE SUPPLEMENTARY PLANNING DOCUMENT (SPD)- ADOPTION ID: I009631
<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>	
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?	<p>Two stages of consultation took 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 2014, including a workshop at a meeting of the Summertown St Margaret's Neighbourhood Forum on 2nd April 2014. Paper comment forms were left in libraries, a GP surgery, the Ferry centre and the NOA Community Centre, which also housed an exhibition.</p> <p>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, further consultation took place during late February- March 2015.</p>
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of City Development
Report Contact:	Sarah Harrison, Senior Planner Tel: 01865 252015 sbharrison@oxford.gov.uk

ITEM 27:	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?	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:	Cleaner, Greener Oxford, Climate Change and Transport
Report Owner:	Interim Head of Environmental Development
Report Contact:	Nathan Vear, Interim Head of Environmental Development nvear@oxford.gov.uk

ITEM 28:	GLOUCESTER GREEN MARKET ID: I011506
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
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:	Regeneration and Major Projects Service Manager
Report Contact	Piers Scrimshaw-Wright Tel: 01865 252142 pscrimshaw-wright@oxford.gov.uk

ITEM 29:	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?	N/A
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 30:	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?	Yes
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 31:	LOCAL DEVELOPMENT SCHEME ID: I010035
The Local Development Scheme set out a work programme for major planning policy documents for Oxford. This meeting will recommend adoption of the LDS.	
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 City Development
Report Contact:	Adrian Roche, City Development Tel: 01865 252165 aroche@oxford.gov.uk

ITEM 32:	OFFICER DELEGATION FOR CAPITAL INVESTMENT IN PROPERTY 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 for City Regeneration and Housing
Report Contact:	Jane Winfield, Regeneration and Major Projects - Team Manager Tel: 01865 252551 jwinfield@oxford.gov.uk

ITEM 33:	OXFORD CITY COUNCIL CORPORATE BIODIVERSITY ACTION PLAN 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?	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:	Cleaner, Greener Oxford, Climate Change and Transport
Report Owner:	Interim Head of Environmental Development
Report Contact:	Nathan Vear, Interim Head of Environmental Development nvear@oxford.gov.uk

ITEM 34:	STATEMENT OF COMMUNITY INVOLVEMENT 2015 ID: I010033
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.	
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?	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

ITEM 35:	SUMMARY OF MONITORING INFORMATION REPORTED BY COMMUNITY & VOLUNTARY ORGANISATIONS 2014/15 ID: I011655
Summary of monitoring information reported by Community & Voluntary Organisations For the period covering 2014/15	
This report will give Members a summary of the achievements reported by groups funded through the Community grants programme, Social Inclusion Fund and the Youth Ambition grants programme in 2014/2015	
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?	N/A
Decision Taker	City Executive Board
Executive Lead Member:	Leisure Contract and Community Partnership Grants
Report Owner:	Executive Director for Community Services
Report Contact:	Julia Tomkins, Grants & External Funding Officer Tel: 01865252685 jtomkins@oxford.gov.uk

COUNCIL 20 JULY 2015 PROVISIONAL REPORTS

To include any reports from CEB

ITEM 36:	NORTHERN GATEWAY AREA ACTION PLAN- ADOPTION ID: I008299	
The Northern Gateway Area Action Plan has been developed over the course of a number of years incorporating extensive public consultation and refinement of policy approaches. Having completed the Examination in Public in front of an independent inspector, and received her report, this meeting will be to adopted the AAP.		
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?	There have been 3 previous stages of consultation/public involvement in the development of the AAP	
Decision Taker	Council	
Executive Lead Member:	Corporate Strategy, Economic Development and Planning	
Report Owner:	Head of City Development	
Report Contact:	Rachel Williams rwilliams@oxford.gov.uk	

CEB 10 SEPTEMBER 2015 PROVISIONAL REPORTS

ITEM 37:	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 38:	AWARD OF INTERNAL AUDIT CONTRACT ID: I011047	
To award the contract for Council's Internal Auditors		
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 to the business affairs of the Council
Will this decision be preceded by any form of consultation?	N/A
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Executive Director for Organisational Development and Corporate Services
Report Contact:	Nigel Kennedy, Head of Finance Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 39:	ENERGY STRATEGY ID: I011511
Works to building and with staff and tenants in the Council's domestic housing on energy efficiency and fuel poverty	
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:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Deborah Haynes dhaynes@oxford.gov.uk

ITEM 40:	INTEGRATED PERFORMANCE REPORT QUARTER 1 2015/16 ID: I011045
Report details the Council's finances, risk and performance as at the end of Quarter 1, 30 June 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?	N/A
Decision Taker	City Executive Board <input type="checkbox"/> City Executive Board <input type="checkbox"/> City Executive Board <input type="checkbox"/> City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health, Head of Business Improvement and Technology <input type="checkbox"/> <input type="checkbox"/> <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"/> <input type="checkbox"/> <input type="checkbox"/>
Report Contact:	Nigel Kennedy, Head of Finance Tel: 01865 252708 nkennedy@oxford.gov.uk, Jane Lubbock, Head of Business Improvement and Technology Tel: 01865 252708 jlubbock@oxford.gov.uk

ITEM 41:	REPLACEMENT OF HOUSING COMPUTER SYSTEMS ID: I010933
The Council currently has two housing computer systems, this report details the procurement of one housing computer system to replace the current computer applications.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Part exempt commercially sensitive to the business affairs of the council
Will this decision be preceded by any	N/A

form of consultation?	
Decision Taker	City Executive Board
Executive Lead Member:	Finance, Asset Management and Public Health
Report Owner:	Head of Business Improvement and Technology
Report Contact:	Jane Lubbock, Head of Business Improvement and Technology Tel: 01865 252708 jlubbock@oxford.gov.uk

ITEM 42:	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	

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To include any reports from CEB

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ITEM 43:	ASSET MANAGEMENT PLAN 2016-2020	
	ID: I011608	
New Asset Management Plan for the period 2016-2020		
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:	Finance, Asset Management and Public Health	
Report Owner:	Regeneration and Major Projects Service Manager	
Report Contact:	Mike Scott, Corporate Asset Manager Tel: 01865 252138 mwscott@oxford.gov.uk	

ITEM 44:	NORTH OXFORD VICTORIAN SUBURB CONSERVATION AREA APPRAISAL- ADOPTION	
	ID: I011611	
To recommend adoption of the North Oxford Victorian Suburb Conservation Area Appraisal.		
Is this a Key Decision?	Yes	
Is this item open or exempt to the	Open	

public?	
Will this decision be preceded by any form of consultation?	N/A
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of City Development
Report Contact:	Ian Marshall, Team Leader Design, Heritage and Specialist Services Tel: 01865 252332 imarshall@oxford.gov.uk

ITEM 45:	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:	Ian Wright, Environmental Development iwright@oxford.gov.uk	

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ITEM 46:	CORPORATE ENFORCEMENT POLICY (PREVIOUSLY 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?	Not Key	
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:	Interim Head of Environmental Development	
Report Contact:	Nathan Vear, Interim Head of Environmental Development nvear@oxford.gov.uk	

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To include any reports from CEB

CEB 17 DECEMBER 2015 PROVISIONAL REPORTS

ITEM 47:	DATA PROTECTION POLICY REFRESH ID: I006767
Is this a Key Decision?	No
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 for Organisational Development and Corporate Services
Report Contact	Lucy Neville Tel: 01864 2086 lneville@oxford.gov.uk

ITEM 48:	DESIGN SUPPLEMENTARY PLANNING DOCUMENT - DRAFT ID: I011613
The Design SPD will set out planning guidance for the design of new buildings in Oxford considering particularly local context. This meeting will be to approve the draft for public consultation.	
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?	Yes- public consultation
Decision Taker	City Executive Board
Executive Lead Member:	Corporate Strategy, Economic Development and Planning
Report Owner:	Head of City Development
Report Contact:	Sarah Harrison, Senior Planner Tel: 01865 252015 sbharrison@oxford.gov.uk

ITEM 49:	HOUSING DEVELOPMENT DELIVERY MODELS ID: I011254
Possible models of development.	
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?	N/A
Decision Taker	City Executive Board
Executive Lead Member:	Housing and Estate Regeneration
Report Owner:	Head of Housing and Property
Report Contact:	Alan Wylde Tel: 01865 252319 awylde@oxford.gov.uk