

FORWARD PLAN

December 2016 - December 2017

Published on: 28/11/16

www.oxford.gov.uk



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

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

City Executive Board Member	Portfolio
Bob Price, Council Leader	Corporate Strategy and Economic Development
Ed Turner, Deputy Leader	Finance, Asset Management and Public Health
Susan Brown	Customer and Corporate Services
Alex Hollingsworth	Planning and Regulatory Services
Pat Kennedy	Young People, Schools and Skills
Linda Smith	Leisure, Parks and Sport
Mike Rowley	Housing
Dee Sinclair	Community Safety
Christine Simm	Culture and Communities
John Tanner	A Clean and Green Oxford

Senior Officers	Job Title
Peter Sloman	Chief Executive
David Edwards	Executive Director, City Regeneration and Housing
Tim Sadler	Executive Director, Community Services
Jackie Yates	Executive Director, Organisational Development and Corporate Services
Caroline Green	Assistant Chief Executive
Helen Bishop	Head of Business Improvement
Ian Brooke	Head of Community Services
Graham Bourton	Head of Direct Services
Nigel Kennedy	Head of Financial Services/Section 151 Officer
Stephen Clarke	Head of Housing and Property
Lindsay Cane	Acting Head of Law and Governance / Monitoring Officer
Patsy Dell	Head of Planning and Regulatory

KEY EXECUTIVE DECISIONS DELEGATED TO OFFICERS

ITEM 1: ID: I011842	HOUSING IMPROVEMENT AGENCY CONTRACT AWARD Report Status:
On 9 July 2015 the City Executive Board resolved to GRANT delegated authority to the Executive Director of Regeneration and Housing, in consultation with the Head of Financial Services and Head of Law and Governance to enter into an appropriate contract for the provision of a Home Improvement Agency.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Will this decision be preceded by any form of consultation?	None
Decision Taker	Executive Director for Regeneration and Housing Not before 9 Jul 2015
Executive Lead Member	Housing
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	Ian Wright, Service Manager Environmental Health iwright@oxford.gov.uk

ITEM 2: ID: I012328	ARRANGEMENTS TO FACILITATE THE FITTING OF SOLAR PANELS ON COUNCIL-OWNED HOUSING STOCK Decision Status: Decision on hold due to changing national policy on feed in tariffs (May 2016)
A solar panel installation programme for council properties funded through a community-benefit model.	
May 2016: Decision on hold due to changing national policy on Feed In Tariffs. The position will be review in February 2017 following an EU decision on solar panel import tariffs which may favourably impact the viability of the scheme.	
October 2015: On 15 October 2015 the City Executive Board resolved to: Grant project approval to fit solar panels on Council-owned housing stock in the manner described in this report; Delegate authority to the Chief Executive, in conjunction with the Head of Finance, to enter into an Agreement to Lease with the Low Carbon Hub IPS (on the basis that this would permit leases to the roof space of individual Council properties to be drawn up and executed if required) plus any ancillary agreement required; and to submit an appropriate VEAT notice to the EU; and	
Agree that on the basis of the matters set out in this report, the proposed arrangement with the Low Carbon Hub IPS represents best value to the Council.	
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?	N/A
Decision Taker	Chief Executive Not before 1 Feb 2017

Executive Lead Member	Climate Change and Cleaner Greener Oxford
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	Mairi Brookes, OxFutures Programme Manager Tel: 01865 252212 mbrookes@oxford.gov.uk

REPORTS TO CEB AND COUNCIL

COUNCIL 5 DECEMBER

to include any reports from CEB

ITEM 3: ID: I015278	OUTSIDE ORGANISATION/COMMITTEE CHAIR REPORTS: OXFORDSHIRE LOCAL ENTERPRISE PARTNERSHIP Report Status: Confirmed
To update Council on the work of the Oxfordshire Local Enterprise Partnership for the year.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	None
Decision Taker	Council 5 Dec 2016
Executive Lead Member	Corporate Strategy and Economic Development
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	Matthew Peachey, Economic Development Manager Tel: 01865 252021 mpeachey@oxford.gov.uk

ITEM 4: ID: I015512	COUNCIL OPT IN TO THE NATIONAL PROCUREMENT OF EXTERNAL AUDITORS Report Status: Confirmed
At its meeting on Wednesday 28 September, the Audit and Governance Committee agreed to recommend that Council opt in to the national scheme for external auditor appointments on behalf of 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?	
Decision Taker	Council 5 Dec 2016
Executive Lead Member	
Lead Executive Director	
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

ITEM 5: ID: I015599	COUNCIL AND COMMITTEE MEETING PROGRAMME MAY 2017 TO MAY 2019 Report Status: Confirmed
To agree the Council and Committee meeting programme May 2017 to May 2019.	
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?	No
Decision Taker	Council 5 Dec 2016
Executive Lead Member	Councillor Bob Price
Lead Executive Director	
Report Contact	Jennifer Thompson, Committee and Members Services Officer Tel: 01865 252275 jthompson@oxford.gov.uk

CEB 15 DECEMBER 2016

ITEM 6: ID: I014800	RIGHT TO BUY RETENTION FUNDING Report Status: Confirmed
Seeks approval for alternative mechanisms to use Right to Buy Retention Funding to avoid having to return any such funding to Department for Communities and Local Government (DCLG).	
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 15 Dec 2016 Council 6 Feb 2017
Executive Lead Member	Finance, Asset Management and Public Health, Housing
Lead Executive Director	Head of Financial Services
Report Contact	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk, Alan Wylde, Housing Development & Enabling Manager Tel: 01865 252319 awylde@oxford.gov.uk

ITEM 7: ID: I014683	BUDGET 2017/2018 Report Status: Confirmed
A new Budget for the period 2017/2018. · The pre-consultation draft report will be submitted to CEB in December 2016. The post-consultation draft report will be submitted to CEB in February 2017 · The Budget will be submitted to Council for adoption in February 2017.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	Yes - public consultation
Decision Taker	City Executive Board 15 Dec 2016 City Executive Board 9 Feb 2017 Council 20 Feb 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Section 151 Officer
Report Contact	Nigel Kennedy, Head of Financial Services Tel:

	01865 252708 nkennedy@oxford.gov.uk
--	-------------------------------------

ITEM 8: ID: I015324	COMMISSIONED ADVICE STRATEGY 2018-2021 Report Status: Confirmed
To propose a model for developing a new commissioned advice strategy during 2017/18	
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?	To be discussed with advice organisations the Council currently funds in October.
Decision Taker	City Executive Board 15 Dec 2016
Executive Lead Member	Customer and Corporate Services
Lead Executive Director	Executive Director for Organisational Development and Corporate Services
Report Contact	Paul Wilding, Programme Manager Revenue & Benefits Tel: 01865 252461 pwilding@oxford.gov.uk

ITEM 9: ID: I011844	SUSTAINABLE ENERGY ACTION PLAN (SEAP) FOR OXFORD Report Status: Confirmed
On 29 September 2014 Council agreed to support the Covenant of Mayors initiative and authorised the Lord Mayor to sign the Covenant adhesion form. By signing up to the Covenant of Mayors the Council committed to submit a Sustainable Energy Action Plan (SEAP) for the City of Oxford. The SEAP does not set any new targets but estimates our baseline emissions in 2005 and captures the actions and policies that the Council and its partners are implementing to reduce carbon emissions. These actions will help to meet the Council's target of reducing carbon emissions by 40% by 2020 across the whole city. This report will request approval of our aims, objectives and emission reduction target for the City and adoption of the action plan attached to the Sustainable Energy 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?	Yes - Stakeholder workshops took place in February 2016
Decision Taker	City Executive Board 15 Dec 2016 Council 6 Feb 2017
Executive Lead Member	Climate Change and Cleaner Greener Oxford
Lead Executive Director	Executive Director for Community Services
Report Contact	Mairi Brookes, OxFutures Programme Manager Tel: 01865 252212 mbrookes@oxford.gov.uk

ITEM 10: ID: I014684	TREASURY MANAGEMENT PERFORMANCE: ANNUAL REPORT AND PERFORMANCE 2016/17 Report Status: Confirmed
<p>This performance monitoring report on the Treasury Management Strategy: Annual Report and Performance 2016/17 is submitted twice a year:</p> <ul style="list-style-type: none"> · Dec 2016– the position at the 30 September 2016 (Half Year) · Sept 2017 – the position at 31 March 2017 (Full Year) <p>This Performance monitoring report is submitted twice a year to cover: the position at 30 September (Half Year) and 31 March (Full Year)</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?	None
Decision Taker	City Executive Board 15 Dec 2016 City Executive Board September 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Section 151 Officer
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

ITEM 11: ID: I013537	QUARTERLY INTEGRATED PERFORMANCE 2016/17 - Q2 Report Status: Confirmed
<p>These reports detail the Council's finances, risk and performance as at the end of each financial quarter for 2016/17 and may include recommendations on consequential changes to the budget:</p> <p>Q1, 30 June 2016 – report in September 2016 Q2, 30 September 2016 - report in December 2016 Q3, 31 December 2016 - report in March 2017 Q4, 31 March 2017- report in June 2017</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?	No consultation
Decision Taker	City Executive Board 15 Dec 2016 City Executive Board 9 Mar 2017 City Executive Board June 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Head of Financial Services
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

ITEM 12: ID: I012199	DEVELOPMENT OF A RECYCLING TRANSFER STATION Report Status: Confirmed
<p>To present a feasibility study for the development of a site to operate a Council managed transfer station for City collected co-mingled recyclables, green waste, street arisings and engineering works spoil.</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 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board 15 Dec 2016
Executive Lead Member	A Clean and Green Oxford
Lead Executive Director	Executive Director for Community Services
Report Contact	Geoff Corps, Cleaner Greener Services Manager gcorps@oxford.gov.uk, Fiona Piercy, Partnership & Regeneration Manager Tel: 01865 252185 fpiercy@oxford.gov.uk

ITEM 13: ID: I014726	COMMERCIAL WASTE COLLECTION CAPACITY Report Status: Confirmed Council: Confirmed
The Council is reaching its commercial wastes collection capacity and requires an additional recycling collection vehicle and operational crew. This report requests the funding for this.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
Will this decision be preceded by any form of consultation?	Between Direct Services Waste & Recycling Operations and Finance Business Partners.
Decision Taker	City Executive Board 15 Dec 2016 Council 6 Feb 2017
Executive Lead Member	A Clean and Green Oxford
Lead Executive Director	Head of Direct Services
Report Contact	Ashley Buttress, Waste Operations Co-ordinator Tel: 07824384247 abuttress@oxford.gov.uk, Stuart Pohler, Recycling & Waste Operations Manager Tel: 07824 384 247 spohler@oxford.gov.uk

CEB 19 JANUARY 2017

ITEM 14: ID: I013443	ESTABLISHMENT OF MUSEUM OF OXFORD DEVELOPMENT TRUST Report Status: Provisional: Awaiting further information, advice or input
<p>The report sets out arrangements for establishing a development trust for the Museum of Oxford. The development trust will enable the museum to receive funding from sources for which Oxford City Council would not normally be eligible.</p> <p>Development trusts sit alongside the body for which they are fundraising and are different from a charitable trust whose purpose is to the service itself.</p> <p>The development trust will enable the Museum of Oxford to raise funds to supplement investment in its redevelopment already committed by Oxford City Council and the Heritage Lottery Fund.</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	Open -

public?	
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board 19 Jan 2017
Executive Lead Member	Culture and Communities
Lead Executive Director	Head of Community Services
Report Contact	Peter McQuitty, Corporate Lead - Culture & the Arts Tel: 01865 252780 pmcquitty@oxford.gov.uk

ITEM 15: ID: I011611	NORTH OXFORD VICTORIAN SUBURB CONSERVATION AREA APPRAISAL- DRAFT Report Status: Provisional: Decision reliant on another action or process
To recommend the draft North Oxford Victorian Suburb Conservation Area Appraisal goes for public consultation.	
The appraisal will return for final approval in March 2017.	
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?	Public consultation in Winter 2017
Decision Taker	City Executive Board 19 Jan 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	Gill Butter, Conservation and Urban Design Officer gbutter@oxford.gov.uk

ITEM 16: ID: I015578	PROPOSAL FOR AN OXFORD LOTTERY TO RAISE MONEY FOR GOOD CAUSES Report Status: Confirmed for this meeting
To propose the establishment of a lottery to raise money for good causes.	
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 19 Jan 2017
Executive Lead Member	Customer and Corporate Services
Lead Executive Director	Executive Director for Organisational Development and Corporate Services
Report Contact	Paul Wilding, Programme Manager Revenue & Benefits Tel: 01865 252461 pwilding@oxford.gov.uk

COUNCIL - 6 FEBRUARY 2017

To include any reports from CEB

ITEM 17: ID: I015279	OUTSIDE ORGANISATIONS/COMMITTEE CHAIR REPORTS: OXFORDSHIRE PARTNERSHIPS (COVERING ALL PARTNERSHIPS) Report Status: Confirmed for this meeting
To update the Council on the work of the Oxfordshire Partnerships.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	None
Decision Taker	Council 6 Feb 2017
Executive Lead Member	Corporate Strategy and Economic Development
Lead Executive Director	Assistant Chief Executive
Report Contact	Val Johnson, Policy and Partnerships Team Leader Tel: 01865 252209 vjohnson@oxford.gov.uk

CEB 9 FEBRUARY 2017

to include reports relating to the Budget, Medium Term Financial Plan and Corporate Plan

ITEM 18: ID: I015539	CITY CENTRE STRATEGY Report Status: Provisional: Decision needs further consideration or information
To approve the City Centre Strategy which aims to <ul style="list-style-type: none"> • create and promote a strong investment proposition by informing the future role and direction of the city centre • facilitate ongoing dialogue with those involved in the management and future of the city centre • provide a framework for collaboration and action • assist in the allocation of resources and prioritise actions 	
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 9 Feb 2017
Executive Lead Member	Planning and Regulatory Services, Corporate Strategy and Economic Development
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	Fiona Piercy, Partnership & Regeneration Manager Tel: 01865 252185 fpiercy@oxford.gov.uk

ITEM 19: ID: I015606	COMMUNITY INFRASTRUCTURE LEVY – EXPENDITURE DEADLINE OF CIL NEIGHBOURHOOD FUNDS PAID INTO WARD COUNCILLORS BUDGETS
Report Status: Confirmed	
To agree the timescale of expenditure of the CIL neighbourhood funds paid into ward councillors budgets annually. Members have asked for this report to amend what was agreed at CEB in May 2016.	
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 9 Feb 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	Lorraine Freeman, Development Funding Officer lofreeman@oxford.gov.uk

ITEM 20: ID: I014717	UPDATE ON THE CORPORATE PLAN 2016- 2020
Report Status: Confirmed	
To present an update report on the progress of the Corporate Plan 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?	None
Decision Taker	City Executive Board 9 Feb 2017 Council 20 Feb 2017
Executive Lead Member	Corporate Strategy and Economic Development
Lead Executive Director	Assistant Chief Executive
Report Contact	Caroline Green, Assistant Chief Executive cgreen@oxford.gov.uk

ITEM 21: ID: I014681	GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2017/2018
Report Status: Confirmed	
This report is for the City Executive Board to make decisions on the allocation of grants to the community and voluntary organisations for 2017/2018.	
A further monitoring report on the reported achievements resulting from these grants allocations will be submitted to the City Executive Board in June 2018.	
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 9 Feb 2017
Executive Lead Member	Culture and Communities
Lead Executive Director	Head of Community Services
Report Contact	Julia Tomkins, Grants & External Funding Officer

Tel: 01865252685 jtomkins@oxford.gov.uk

ITEM 22: ID: I014416	TREASURY MANAGEMENT STRATEGY 2017/18 Report Status: Confirmed Council: Confirmed
Treasury Management Strategy for 2017/2018, including prudential indicators.	
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 9 Feb 2017 Council 20 Feb 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Executive Director for Organisational Development and Corporate Services
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

ITEM 23: ID: I014411	CAPITAL STRATEGY 2017/18 Report Status: Confirmed Council: Confirmed
To consider the Council's Capital Strategy for 2017/18.	
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 9 Feb 2017 Council 20 Feb 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Executive Director for Organisational Development and Corporate Services
Report Contact	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 24: ID: I014782	REFRESH OF CARBON MANAGEMENT PLAN: 2017 -2022 Report Status: Confirmed
The current five year phase of the Carbon Management Plan ends in March 2017 – it is expected that the corporate target of implemented carbon reduction measures across the estate and operations of the council of 5%/y min. will be exceeded for the 5 year phase to that point. The refreshed plan will: look ahead to the next five year phase; quantify the tCO2 required each year to meet the ongoing 5%/y min. corporate target; describe the approach to be taken particularly with regard to energy and water management, and intention to follow the ISO 50001 standard.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any	Input will be sought from OCC staff whose roles

form of consultation?	have implications for the carbon emissions of the council
Decision Taker	City Executive Board 9 Feb 2017
Executive Lead Member	A Clean and Green Oxford
Lead Executive Director	Executive Director for Community Services
Report Contact	Paul Spencer, Energy & Carbon Manager Tel: 01865 252238 pspencer@oxford.gov.uk, Paul Robinson, Team Manager, Energy and Climate Change Tel: 01865252541 probinson@oxford.gov.uk

ITEM 25: ID: I015164	REFURBISHED OF BARTON COMMUNITY CENTRE Report Status: Provisional: Decision needs further consideration or information
Approval to undertake refurbishment works including the creation of the new doctor surgery.	
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?	The local community have already been consulted on what they would like to see in an improved centre. Further consultation on the design detail will take place in October but will not affect the contract award
Decision Taker	City Executive Board 9 Feb 2017
Executive Lead Member	Leisure, Parks and Sport
Lead Executive Director	Head of Community Services
Report Contact	Julia Castle, Senior Lettings & Disposal Surveyor jcastle@oxford.gov.uk

ITEM 26: ID: I015275	EAST OXFORD COMMUNITY CENTRE - IMPROVEMENT SCHEME Report Status: Provisional : Decision needs further consideration or information
To present an improvement scheme for the East Oxford Community Centre following public consultation.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	Public Consultation
Decision Taker	City Executive Board 9 Feb 2017
Executive Lead Member	Culture and Communities
Lead Executive Director	Executive Director for Community Services
Report Contact	Vicky Trietline, Development Project Management Surveyor Tel: 01865 529881 vtrietline@oxford.gov.uk

ITEM 27:	OXFORD CITY HOUSING LIMITED (OCHL) – BUSINESS PLAN
-----------------	-----------------------------------------------------------

ID: I015540	2017/18 Report Status: Provisional: Decision reliant on another action or process
<p>This report presents the first annual Business Plan of Oxford City Housing Limited (OCHL) – a wholly owned subsidiary of Oxford City Council. The Business Plan details the strategic objectives and commercial projections for the company. The Business Plan is presented to the City Executive Board (or any sub-committee it nominates to undertake its shareholder powers) for noting and comment only. Future Business Plans and progress statements will be presented to the City Executive Board on an annual basis.</p>	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Fully exempt - Information which is subject to any obligation of confidentiality.
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board February 2017
Executive Lead Member	Corporate Strategy and Economic Development
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	David Watt, Finance Business Partner Tel: 01865 252182 dwatt@oxford.gov.uk , Alan Wylde, Housing Development & Enabling Manager Tel: 01865 252319 awylde@oxford.gov.uk

COUNCIL (BUDGET) - 20 FEBRUARY 2017

to include reports relating to the Budget, Medium Term Financial Plan and Corporate Plan

CEB 9 MARCH 2017

ITEM 28: ID: I014979	ALLOCATION OF HOMELESSNESS PREVENTION FUNDS Report Status: Confirmed
<p>To agree the allocation of the homelessness prevention funds with the purpose of meeting the objectives of the homelessness strategy</p>	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board 9 Mar 2017
Executive Lead Member	Housing
Lead Executive Director	Head of Housing and Property
Report Contact	Ossi Mosley, Rough Sleeping & Single Homelessness Officer omosley@oxford.gov.uk

CEB 6 APRIL 2017

ITEM 29: ID: I014716	SAFEGUARDING REPORT 2017/18 Report Status: Confirmed Council: Confirmed
An annual report to monitor the progress made on Oxford City Council's Section 11 Self-assessment Action Plan 2016-2017 and to approve the Action Plan for 2017-2018.	
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 6 Apr 2017 Council July 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Assistant Chief Executive
Report Contact	Val Johnson, Policy and Partnerships Team Leader Tel: 01865 252209 vjohnson@oxford.gov.uk

COUNCIL 24 APRIL

to include any reports from CEB

ITEM 30: ID: I014714	CONSTITUTION REVIEW 2017 Report Status: Confirmed
An annual report to propose any required changes to the constitution.	
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	Council 24 Apr 2017
Executive Lead Member	Corporate Strategy and Economic Development
Lead Executive Director	Acting Head of Law and Governance
Report Contact	Pat Jones, Committee and Member Services Manager phjones@oxford.gov.uk

ITEM 31: ID: I014715	REGULATION OF INVESTIGATORY POWERS ACT 2000 Report Status: Confirmed
To report the Council's application of its powers under the Regulation of Investigatory Powers Act 2000.	
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	Council 24 Apr 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Acting Head of Law and Governance
Report Contact	Jeremy Franklin, Lawyer jfranklin@oxford.gov.uk

ITEM 32: ID: I014977	ANNUAL PAY POLICY STATEMENT 2017 Report Status: Confirmed
Review and approval of annual pay policy statement in accordance with legislative requirements,	
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	Council 24 Apr 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Head of Business Improvement
Report Contact	Helen Bishop, Head of Business Improvement Tel: 01865 252233 hbishop@oxford.gov.uk

ITEM 33: ID: I015280	OUTSIDE ORGANISATIONS/ COMMITTEE CHAIR REPORT: OXFORDSHIRE STRATEGIC PARTNERSHIP Report Status: Confirmed for this meeting
To update the Council on the work of the Oxfordshire Strategic Partnership	
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	Council 24 Apr 2017
Executive Lead Member	Corporate Strategy and Economic Development
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	Sebastian Johnson, Strategic Policy and Partnerships Officer srjohnson@oxford.gov.uk

CEB 11 MAY 2017

ITEM 34: ID: I014682	FUSION LIFESTYLE'S ANNUAL SERVICE PLAN 2017/18 Report Status: Confirmed
The report will recommend that the City Executive Board endorse Fusion Lifestyle's Annual Service Plan for the management of the Council's leisure facilities for 2017/18.	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board 11 May 2017
Executive Lead Member	Leisure, Parks and Sport
Lead Executive Director	Head of Community Services

Report Contact	Lucy Cherry, Leisure and Performance Manager Tel: 01865 252707 lcherry@oxford.gov.uk
-----------------------	-----------------------------------------------------------------------------------------

ITEM 35: ID: I013240	WATERWAYS PUBLIC SPACE PROTECTION ORDER Report Status: Provisional: Decision needs further consideration or information
The report will contain a proposal to the CEB to introduce a Public Spaces Protection Order for certain behaviours on the waterways within Oxford City's local authority boundary. <ul style="list-style-type: none"> It was submitted to CEB in January 2017 for approval pre-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 - public consultation Autumn/Winter 2016. Specific groups include Riparian owners and waterways users.
Decision Taker	City Executive Board 11 May 2017
Executive Lead Member	Community Safety
Lead Executive Director	Executive Director for Community Services
Report Contact	Richard Adams, Community Safety & Resilience Manager Tel: 01865 252283 rjadams@oxford.gov.uk

COUNCIL 15 MAY (ANNUAL COUNCIL)

To include any reports from CEB

ITEM 36: ID: I015282	APPOINTMENT OF COMMITTEES FOR THE COUNCIL YEAR 2017/18 Report Status: Confirmed for this meeting
To appoint committees for the Council year 2017/18 and members to serve on these	
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	Council 15 May 2017
Executive Lead Member	
Lead Executive Director	Acting Head of Law and Governance
Report Contact	Pat Jones, Committee and Member Services Manager phjones@oxford.gov.uk

CEB JUNE 2017

ITEM 37: ID: I014713	APPOINTMENT OF OUTSIDE BODIES 2017/2018 Report Status: Confirmed
To appoint Council representatives to outside bodies and charities for the year 2017/18.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the	Open -

public?	
Will this decision be preceded by any form of consultation?	Yes – with outside bodies, members
Decision Taker	City Executive Board June 2017
Executive Lead Member	Corporate Strategy and Economic Development
Lead Executive Director	Acting Head of Law and Governance
Report Contact	Pat Jones, Committee and Member Services Manager phjones@oxford.gov.uk

ITEM 38: ID: I014947	LOCAL PLAN PREFERRED OPTIONS Report Status: Confirmed
Progress of the review of the Local Plan	
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?	Public consultation
Decision Taker	City Executive Board June 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Head of Planning and Regulatory Services
Report Contact	Sarah Harrison, Senior Planner Tel: 01865 252015 sbharrison@oxford.gov.uk

CEB JULY 2017

COUNCIL JULY 2017

to include any reports from CEB

CEB SEPTEMBER 2017

ITEM 39: ID: I015077	SUSTAINABILITY STRATEGY 2017 Report Status: CEB September: Provisional: Decision needs further consideration or information Council: Provisional: Decision needs further consideration or information
<p>The report will provide the revised Oxford Sustainability Strategy, which will set out the vision for Oxford's sustainable future and steps we are required to take to deliver it. The report will recommend approval of the draft strategy for public consultation.</p> <p>CEB September 2017: To report on the public consultation process and present the final Sustainability Strategy to the Board. CEB to recommend that Council approve the final Sustainability Strategy 2017.</p> <p>Council December 2017 – Council to approve Sustainability Strategy 2017</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?	6 weeks Online public consultation required
Decision Taker	City Executive Board September 2017 Council December 2017[Council September 2017
Executive Lead Member	A Clean and Green Oxford
Lead Executive Director	Executive Director for Community Services
Report Contact	Mai Jarvis, Environmental Quality Team Manager Tel: 01865 252403 mjarvis@oxford.gov.uk

ITEM 40: ID: I015283	QUARTERLY INTEGRATED PERFORMANCE 2017/18 - Q1 Report Status: Confirmed
<p>These reports detail the Council's finances, risk and performance as at the end of each financial quarter for 2017/18 and may include recommendations on consequential changes to the budget:</p> <ul style="list-style-type: none"> · Q1, 30 June 2016 – report in September 2017 · Q2, 30 September 2016 - report in December 2017 · Q3, 31 December 2016 - report in March 2018 · Q4, 31 March 2017- report in June 2018 	
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 September 2017 City Executive Board December 2017 City Executive Board March 2018 City Executive Board June 2018
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Head of Financial Services
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

COUNCIL SEPTEMBER 2017

to include any reports from CEB

ITEM 41: ID: I015281	SCRUTINY COMMITTEE ANNUAL REPORT 2016/17 Report Status: Provisional: Decision needs further consideration or information
To update the Council on the work of the Scrutiny Committee for the year 2016/17.	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	None

Decision Taker	Council September 2017
Executive Lead Member	Councillor Andrew Gant
Lead Executive Director	Executive Director for Organisational Development and Corporate Services
Report Contact	Andrew Brown, Scrutiny Officer Tel: 01865 252230 abrown2@oxford.gov.uk

CEB OCTOBER 2017

ITEM 42: ID: I015521	ANNUAL MONITORING REPORT 2016-17 Report Status: Provisional: Decision needs further consideration or information
Monitors the performance of policies in Oxford's Local Plan and the implementation of the Local Development 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 October 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	Rebekah Knight, Planner Tel: 01865 252612 rknight@oxford.gov.uk

CEB NOVEMBER 2017

CEB DECEMBER 2017

ITEM 43: ID: I015522	BUDGET 2018/2019 Report Status: Confirmed
A new Budget for the period 2018/2019. · The pre-consultation draft report will be submitted to CEB in December 2017. The post-consultation draft report will be submitted to CEB in February 2018 · The Budget will be submitted to Council for adoption in February 2018.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	Public Consultation
Decision Taker	City Executive Board December 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Executive Director for Organisational Development and Corporate Services
Report Contact	Section 151 Officer

ITEM 44: ID: I015525	TREASURY MANAGEMENT PERFORMANCE: ANNUAL REPORT AND PERFORMANCE 2017/18 Report Status: Confirmed
<p>This performance monitoring report on the Treasury Management Strategy: Annual Report and Performance 2017/18 is submitted twice a year:</p> <ul style="list-style-type: none"> · Dec 2017– the position at the 30 September 2017 (Half Year) · Sept 2018 – the position at 31 March 2018 (Full Year) 	
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 December 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Head of Financial Services
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk