

February 2017 - February 2018

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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

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: I012328	ARRANGEMENTS TO FACILITATE THE FITTING OF SOLAR PANELS ON COUNCIL-OWNED HOUSING STOCK Report Status:
<p>A solar panel installation programme for council properties funded through a community-benefit model.</p> <p>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.</p> <p>October 2015: On 15 October 2015 the City Executive Board resolved to:</p> <ol style="list-style-type: none"> 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 - 6 FEBRUARY 2017

ITEM 2: ID: I014726	COMMERCIAL WASTE COLLECTION CAPACITY Report Status: Confirmed
<p>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.</p>	
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	Council 6 Feb 2017
Executive Lead Member	A Clean and Green Oxford
Lead Executive Director	Executive Director for Community Services
Report Contact	Jeff Ridgley, Waste Services Business Development & Fleet Manager Tel: 07711 632281 jridgley@oxford.gov.uk

ITEM 3: ID: I013667	DEVOLUTION Report Status: Confirmed
Following the CEB meeting on 15 December 2016 – Council is recommended to supports in principle the submission of a devolution bid with a governance model based on the current two-tier structure for local government with a combined authority and elected mayor.	
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 summer 2016. There have been a number of consultations with key stakeholders on a one to one basis and a number of stakeholder events, including businesses, voluntary and community groups and other or other key stakeholders. There have been regular newsletters and bulletin updates on the website. There is an e-mail address for people to send us their views. There will be further public engagement following the publication of the Study.
Decision Taker	Council 6 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 4: 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 adherence 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	Council 6 Feb 2017
Executive Lead Member	A Clean and Green Oxford
Lead Executive Director	Executive Director for Community Services
Report Contact	Mairi Brookes, OxFutures Programme Manager Tel: 01865 252212 mbrookes@oxford.gov.uk

ITEM 5: ID: I015279	OUTSIDE ORGANISATIONS/COMMITTEE CHAIR REPORTS: OXFORDSHIRE PARTNERSHIPS (COVERING ALL PARTNERSHIPS) Report Status: Confirmed
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 6: 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 9 Feb 2017 Council 20 Feb 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Head of Financial Services
Report Contact	Nigel Kennedy, Head of Financial Services Tel: 01865 252708 nkennedy@oxford.gov.uk

ITEM 7: 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 8: 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 9: 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

ITEM 10: ID: I011611	NORTH OXFORD VICTORIAN SUBURB CONSERVATION AREA APPRAISAL- DRAFT Report Status: Confirmed
To recommend the draft North Oxford Victorian Suburb Conservation Area Appraisal goes for public consultation. The appraisal will return for final approval in May 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 9 Feb 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 11: ID: I014416	TREASURY MANAGEMENT STRATEGY 2017/18 Report Status: Confirmed Council: Confirmed
Treasury Management Strategy for 2017/2018, including prudential indicators. <ul style="list-style-type: none"> • 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 • 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?	
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 12: 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 form of consultation?	Input will be sought from OCC staff whose roles 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 13: ID: I016121	SALE OF PROPERTIES TO OXFORD CITY HOUSING LIMITED Report Status: Confirmed
To propose selling 5 properties to Oxford City Housing Limited, provide the company with an additional loan facility and alter a previous delegated decision.	
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	City Executive Board 9 Feb 2017
Executive Lead Member	Housing
Lead Executive Director	Head of Housing and Property
Report Contact	Stephen Clarke, Head of Housing and Property Tel: 01865 252447 sclarke@oxford.gov.uk

COUNCIL (BUDGET) - 20 FEBRUARY 2017

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

ITEM 14: ID: I016126	COUNCIL TAX 2017/18 Report Status: Confirmed
To set out the necessary calculations to enable Council to set council tax for 2017/18 for Oxford City Council.	
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 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
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ITEM 15: ID: I015944	GENERAL PURPOSES LICENCE FEES AND CHARGES FOR 2017/18 Report Status: Confirmed
To agree the fees and charges for 2016/17	
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 20 Feb 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Head of Community Services, Head of Planning and Regulatory Services
Report Contact	Lesley Rennie, Business Regulation Team Manager Irennie@oxford.gov.uk, Richard Adams, Community Safety & Resilience Manager Tel: 01865 252283 rjadams@oxford.gov.uk

ID: I015945 ITEM 1:	LICENSING AND GAMBLING ACTS FEES AND CHARGES 2017/18 Report Status: Confirmed
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	
Council 20 Feb 2017	
Executive Lead Member	
Planning and Regulatory Services	
Lead Executive Director	
Head of Planning and Regulatory Services	
Report Contact	
Richard Adams, Community Safety & Resilience Manager Tel: 01865 252283 rjadams@oxford.gov.uk	

CEB 9 MARCH 2017

ITEM 17: ID: I014979	ALLOCATION OF HOMELESSNESS PREVENTION FUNDS IN 2017/18 Report Status: Confirmed
To agree the allocation of the homelessness prevention funds with the purpose of meeting the objectives of the homelessness strategy. Funding is recommended to services/projects working to prevent and/or tackle homelessness and rough sleeping	
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 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
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ITEM 18: 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 Mar 2017 Council 24 Apr 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Executive Director for Organisational Development and Corporate Services
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

ITEM 19: ID: I012135	HEADINGTON NEIGHBOURHOOD PLAN Report Status: Confirmed
<p>February 2017: Following public consultation and receipt of the Examiner's Report, the City Executive Board needs to decide (in accordance with Regulation 19 of the Neighbourhood Planning Regulations 2012) whether to agree, modify or refuse the draft Headington Neighbourhood Plan.</p> <p>August 2016: To approve submission of the draft Headington Neighbourhood Plan for 6 week consultation</p>	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	6 week consultation
Decision Taker	City Executive Board 9 Mar 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Head of Planning and Regulatory Services
Report Contact	Richard Wyatt, Senior Planner rwyatt@oxford.gov.uk

ITEM 20: ID: I015578	PROPOSAL FOR AN OXFORD LOTTERY TO RAISE MONEY FOR GOOD CAUSES Report Status: Confirmed
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	Open -

public?	
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board 9 Mar 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

ITEM 21: ID: I016206	OXFORD RAILWAY STATION SUPPLEMENTARY PLANNING DOCUMENT (SPD) Report Status: Provisional: Awaiting further information, advice or input.
To seek approval to consult on the draft Oxford Railway Station Supplementary Planning Document (SPD).	
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
Decision Taker	City Executive Board 9 Mar 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	Fiona Piercy, Regeneration Programme Director Tel: 01865 252185 fpiercy@oxford.gov.uk

ITEM 22: ID: I013537	QUARTERLY INTEGRATED PERFORMANCE 2016/17 - Q3 Report Status: Confirmed
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: <ul style="list-style-type: none"> • 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 	
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 9 Mar 2017 City Executive Board 15 Jun 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 23: ID: I016124	LOCAL AUTHORITY TRADING COMPANY Report Status: Confirmed
Submission of a business case in accordance with the Local Government Act 2003 and business plan for a new operating model for Direct Services which will propose to set up a Local Authority Trading Company	
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?	Internal Trading Board Corporate Management Team Elected Members Political groups Trade unions Staff
Decision Taker	City Executive Board 9 Mar 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Executive Director for Community Services
Report Contact	Simon Howick, Corporate Lead - HR/OD Tel: 01865 252547 showick@oxford.gov.uk

OXFORD CITY HOUSING LIMITED SHAREHOLDER MEETING - MARCH 2017

ITEM 24: ID: I015540	OXFORD CITY HOUSING LIMITED (OCHL) – BUSINESS PLAN 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.</p> <p>The Business Plan is presented to the Shareholder (executive members of the Council nominated to undertake its shareholder powers) for noting and comment only.</p> <p>Future Business Plans and progress statements will be presented to the Shareholder 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	Oxford City Housing Limited - Shareholder Meeting March 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
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CEB 6 APRIL 2017

ITEM 25: ID: I016214	COMMUNITY LEASES Report Status: Provisional: Decision needs further consideration or information
This report requests CEB to agree an approach to community leases	
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	Culture and Communities
Lead Executive Director	Head of Community Services
Report Contact	Ian Brooke, Head of Community Services Tel: 01865 252705 ibrooke@oxford.gov.uk

ITEM 26: ID: I016207	GRENOBLE ROAD - HOUSING DEVELOPMENT Report Status: Confirmed
To request delegated authority to submit a planning application for Grenoble Road.	
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 6 Apr 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	David Edwards, Executive Director City Regeneration and Housing Tel: 01865 252394 dedwards@oxford.gov.uk

ITEM 27: 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 6 Apr 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 28: 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 29: 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 30: 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	Open -

public?	
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 31: 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

CEB 11 MAY 2017

ITEM 32: 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?	
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 33: 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

ITEM 34: 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 11 May 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, Regeneration Programme Director Tel: 01865 252185 fpiercy@oxford.gov.uk

COUNCIL 15 MAY (ANNUAL COUNCIL)

To include any reports from CEB

ITEM 35: ID: I015282	APPOINTMENT OF COMMITTEES FOR THE COUNCIL YEAR 2017/18 Report Status: Confirmed
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?	Members
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 15 JUNE 2017 - SPECIAL MEETING

ITEM 36: 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 15 Jun 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 20 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 public?	Open -
Will this decision be preceded by any form of consultation?	Yes - Outside Bodies, Members
Decision Taker	City Executive Board 15 Jun 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

CEB 18 JULY 2017

COUNCIL 20 JULY 2017

to include any reports from CEB

CEB 15 AUGUST 2017 - PROVISIONAL

CEB 19 SEPTEMBER 2017

ITEM 38: ID: I015324	COMMISSIONED ADVICE STRATEGY 2018-2021 - PROGRESS REPORT	
	Report Status: Provisional: Awaiting further information, advice or input.	
To update the Board on the progress made in 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 19 Sep 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	

ITEM 39: 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 19 Sep 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 40: ID: I013443	MUSEUM OF OXFORD DEVELOPMENT TRUST - FUNDRAISING PROGRESS	
	Report Status: Provisional: Awaiting further information, advice or input	
September 2017: To update the Board on the development trust's fundraising progress and whether a charity trust is a suitable model for the museum		
Jan 2017: 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.		
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.	
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.	
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 19 Sep 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 41: ID: I015077	SUSTAINABILITY STRATEGY 2017 Report Status: CEB: 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</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 19 Sep 2017 Council Dec 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 42: ID: I015283	QUARTERLY INTEGRATED PERFORMANCE 2017/18 - Q1 Report Status:
<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 19 Sep 2017 City Executive Board 19 Dec 2017 City Executive Board 20 Mar 2018 City Executive Board 19 Jun 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

ITEM 43: ID: I014684	TREASURY MANAGEMENT PERFORMANCE: ANNUAL REPORT AND PERFORMANCE 2016/17
	Report Status: Confirmed
The Treasury Management Performance Report 2016/17 is submitted twice a year:	
· Dec 2016– the position at the 30 September 2016 (Half Year)	
· Sept 2017 – the position at 31 March 2017 (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 19 Sep 2017
Executive Lead Member	
Lead Executive Director	
Report Contact	

COUNCIL 2 OCTOBER 2017

to include any reports from CEB

ITEM 44: 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 2 Oct 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 17 OCTOBER 2017

ITEM 45: 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 17 Oct 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 21 NOVEMBER 2017

CEB 19 DECEMBER 2017

ITEM 46: 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 19 Dec 2017 Council 22 Feb 2018
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 47: ID: I015525	TREASURY MANAGEMENT PERFORMANCE: ANNUAL REPORT AND PERFORMANCE 2017/18 Report Status: Confirmed
The Treasury Management Performance Report 2017/18 is submitted twice a year: · December 2017 – the position at the 30 September 2017 (Half Year) · September 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 19 Dec 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

ITEM 48: ID: I015952	UPDATE OF THE CORPORATE PLAN 2018 Report Status: Provisional: Awaiting further information, advice or input.
Update report on the Corporate Plan	
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?	Public Consultation Dec- Feb
Decision Taker	City Executive Board 19 Dec 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

CEB: 23 JANUARY 2018

CEB: 13 FEBRUARY 2018

ITEM 49: ID: I016225	TREASURY MANAGEMENT STRATEGY 2018/19 Report Status: Confirmed
To present the Council's Treasury Management Strategy for 2018/19 together with the Prudential Indicators for 2019/19 to 2020/21.	
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 13 Feb 2018
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

ITEM 50: ID: I016226	CAPITAL STRATEGY 2018/19 Report Status: Provisional
To consider the Capital Strategy 2018/19	
Is this a Key Decision?	Yes
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	None
Decision Taker	City Executive Board 13 Feb 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

ITEM 51: ID: I016228	GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2018/19 Report Status: Provisional
This report is for the City Executive Board to make decisions on the allocation of grants to the community and voluntary organisations for 2018/2019.	
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
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