

FORWARD PLAN

May 2017 - April 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 Officer	Job Title
Peter Sloman	Chief Executive
Tim Sadler	Executive Director, Community Services
Jackie Yates	Executive Director, Organisational Development and Corporate Services
Caroline Green	Assistant Chief Executive
Fiona Piercy	Interim Assistant Chief Executive – Regeneration and Economy
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 Services
Lindsay Cane	Acting Head of Law and Governance / Monitoring Officer
Patsy Dell	Head of Planning, Sustainable Development and Regulatory Services

KEY EXECUTIVE DECISIONS DELEGATED TO OFFICERS

ITEM 1: ID: I014681	GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2017/18 Status: Provisional
<p>CEB resolved at its meeting on 9 February 2017 to Delegate authority to the Executive Director for Organisational Development and Corporate Services in consultation with the Board Members for Customer and Corporate Services and Culture and Communities to allocate the residual funding in the Advice and Money Management commissioning theme</p> <p>A further monitoring report on the reported achievements resulting from these grants allocations will be submitted to the City Executive Board in June 2018.</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?	None
Decision Taker	Executive Director for Organisational Development and Corporate Services Not before 14 Jul 2017
Executive Lead Member	Customer and Corporate Services, Culture and Communities
Lead Executive Director	
Report Contact	Jackie Yates, Executive Director Organisational Development and Corporate Services jyates@oxford.gov.uk

ITEM 2: ID: I014800	HOMELESSNESS ACCOMMODATION PROPERTY INVESTMENT Status: Provisional
<p>At its meeting on 9 March 2017, CEB delegated authority to the Chief Executive, having notified in advance the Board Members for Finance, Asset Management and Public Health, and Housing, to approve any property purchases over £500,000 for the Homeless Accommodation Property Investment project.</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 -
Will this decision be preceded by any form of consultation?	None
Decision Taker	Chief Executive Not before 1 Aug 2017
Executive Lead Member	Housing, Finance, Asset Management and Public Health
Lead Executive Director	
Report Contact	Peter Sloman, Chief Executive psloman@oxford.gov.uk

ITEM 3: ID: I014979	ALLOCATION OF HOMELESSNESS PREVENTION FUNDS IN 2017/18 Status: Provisional
On 9 March 2017, the City Executive Board delegated authority to the Head of Housing and Property, in consultation with the Board Member for Housing and the Chief Finance Officer, the discretion to revise the intended programme of use associated with the 2017/18 Homelessness Prevention budget.	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	None
Decision Taker	Head of Housing Services Not before 1 Aug 2017
Executive Lead Member	Housing
Lead Executive Director	Head of Housing Services
Report Contact	Stephen Clarke, Head of Housing Services Tel: 01865 252447 sclarke@oxford.gov.uk

REPORTS TO CEB AND COUNCIL

CEB 11 MAY 2017

ITEM 4: ID: I016593	DISPOSAL OF 156 WALTON STREET Report Status: Confirmed
156 Walton Street is a HRA property that has become void. The report sets out how the sale of this high value property could generate additional homes for those in need.	
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 11 May 2017
Executive Lead Member	Housing
Lead Executive Director	Head of Housing Services
Report Contact	Alan Wylde, Housing Development & Enabling Manager Tel: 01865 252319 awylde@oxford.gov.uk

ITEM 5: 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?	No

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 6: 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?	No
Decision Taker	City Executive Board 11 May 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Executive Director for Regeneration and Housing
Report Contact	David Edwards Tel: 01865 252394 dedwards@oxford.gov.uk

COUNCIL 15 MAY (ANNUAL COUNCIL)

To include any reports from CEB

ITEM 7: 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 8: 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, Sustainable Development and Regulatory Services
Report Contact	Sarah Harrison, Senior Planner Tel: 01865 252015 sbharrison@oxford.gov.uk

CEB 20 JUNE 2017

ITEM 9: 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 20 Jun 2017
Executive Lead Member	Corporate Strategy and Economic Development
Lead Executive Director	Acting Head of Law and Governance
Report Contact	Catherine Phythian, Committee Services Officer Tel: 01865252402 cphythian@oxford.gov.uk

ITEM 10: ID: I016513	APPROVAL OF INCREASES IN PLANNING APPLICATION FEES AND RING FENCING OF ADDITIONAL INCOME GENERATED TO DEVELOPMENT MANAGEMENT SERVICE IMPROVEMENTS Report Status: Confirmed
This report deals with the recent announcement that to planning application fees can be increased in line with new provisions from Government where the additional income raised is ring-fenced for investment in the Development Management (DM) function. The report seeks authority to increase fees and invest the income in the DM service	
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	City Executive Board 20 Jun 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Head of Planning, Sustainable Development and Regulatory Services
Report Contact	Patsy Dell, Head of Planning, Sustainable Development & Regulatory Services pdell@oxford.gov.uk

ITEM 11: ID: I016214	COMMUNITY LEASES Report Status: Confirmed
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?	No
Decision Taker	City Executive Board 20 Jun 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 12: ID: I011508	DEVELOPMENT OF NEW CEMETERY SITE Report Status: Confirmed
Report on options for a new cemetery site at Wick Farm within South Oxfordshire District Council boundary.	
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?	No
Decision Taker	City Executive Board 20 Jun 2017
Executive Lead Member	Leisure, Parks and Sport
Lead Executive Director	Head of Community Services
Report Contact	Ian Brooke, Head of Community Services Tel: 01865 252705 ibrooke@oxford.gov.uk

ITEM 13: ID: I016499	LOW EMISSIONS TAXI INFRASTRUCTURE SCHEME Report Status: Confirmed
Oxford City Council has been awarded capital funding for the provision of electric vehicle charging infrastructure for the use of hackney carriages and private hire taxis.	
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 20 Jun 2017
Executive Lead Member	A Clean and Green Oxford
Lead Executive Director	Head of Planning, Sustainable Development and Regulatory Services
Report Contact	Jo Colwell, Service Manager Environmental Sustainability Tel: 01865 252188 jcolwell@oxford.gov.uk

ITEM 14: ID: I011611	NORTH OXFORD VICTORIAN SUBURB CONSERVATION AREA APPRAISAL- FINAL
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	Report Status: Provisional: Awaiting further information, advice or input
To approve the North Oxford Victorian Suburb Conservation Area Appraisal 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?	Public consultation in Spring 2017
Decision Taker	City Executive Board 20 Jun 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 15: ID: I015578	PROPOSAL FOR AN OXFORD LOTTERY TO RAISE MONEY FOR GOOD CAUSES Report Status: Confirmed
An update report on the establishment of a lottery to raise money for good causes	
Following the CEB meeting in March 2017, CEB requested that the Executive Director for Organisational Development and Corporate Services bring a further report to City Executive Board following soft market testing for an External Lottery Manager and engagement with the voluntary and community sector to understand the appetite for and implications of setting up the lottery.	
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	City Executive Board 20 Jun 2017
Executive Lead Member	Customer and Corporate Services, Culture and Communities
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 16: ID: I016206	OXFORD RAILWAY STATION SUPPLEMENTARY PLANNING DOCUMENT (SPD) Report Status: Confirmed
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	Yes – public consultation

form of consultation?	
Decision Taker	City Executive Board 20 Jun 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Interim Assistant Chief Executive Regeneration and Economy
Report Contact	Fiona Piercy, Interim Assistant Chief Executive, Regeneration and Economy Tel: 01865 252185 fpiercy@oxford.gov.uk

ITEM 17: ID: I016770	OXFORD 2050: A VISION FOR A SUCCESSFUL AND SUSTAINABLE CITY FOR EVERYONE Report Status: Provisional: Decision reliant on another action or process
This document is being developed to set a long term and ambitious new vision for a successful and sustainable future for the city, with the intention of providing a framework for the future development of key council policies including the Corporate Plan, the Local Plan and the Sustainability 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?	Consultation with the public is scheduled for September 2017
Decision Taker	City Executive Board 20 Jun 2017
Executive Lead Member	Corporate Strategy and Economic Development
Lead Executive Director	Assistant Chief Executive
Report Contact	Jo Colwell, Service Manager Environmental Sustainability Tel: 01865 252188 jcolwell@oxford.gov.uk

ITEM 18: ID: I013537	QUARTERLY INTEGRATED PERFORMANCE 2016/17 - Q4 Report Status: Confirmed
Quarterly 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.	
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 20 Jun 2017
Executive Lead Member	Finance, Asset Management and Public Health
Lead Executive Director	Head of Financial Services, Head of Business Improvement
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

ITEM 19: ID: I010933	REPLACEMENT OF HOUSING COMPUTER SYSTEMS Report Status: Provisional : Awaiting further information, advice or input
To seek agreement to increase the budget to purchase a new Housing IT system.	
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 20 Jun 2017
Executive Lead Member	Customer Services and Corporate Services
Lead Executive Director	Head of Business Improvement
Report Contact	Jan Heath, Business Improvement & Performance Manager Tel: 01865 252324 jheath@oxford.gov.uk

ITEM 20: ID: I015164	REFURBISHED OF BARTON NEIGHBOURHOOD CENTRE Report Status: Confirmed
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 20 Jun 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 21: 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 20 Jun 2017 Council 20 Jul 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

ITEM 22: ID: I007769	SUPER CONNECTED WIRELESS CONCESSION AWARD AUTHORITY Report Status: Confirmed
<p>The purpose of this report is to extend the officer delegation (given by CEB on 9/10/2013) to include the award of a city-wide wireless concession contract providing public Wi-Fi access.</p> <p>As this is a concession contract it will involve no spend from the Council, instead we expect to generate income from the contract.</p> <p>We estimate the income for Oxford City Council and the County Council will be in the region of £200K - £400K combined in total (not each) over the potential 15 year term of the contract. The value of the opportunity to the market is not known (nor ever will be) but is estimated to be in the region of £600K - £1.8M over the potential 15 year term of the contract.</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?	No
Decision Taker	City Executive Board 20 Jun 2017
Executive Lead Member	Corporate Strategy, Economic Development and Planning
Lead Executive Director	Interim Assistant Chief Executive Regeneration and Economy
Report Contact	Oliver Collins, Connection Voucher Administrator Tel: 01865 252845 ocollins@oxford.gov.uk

CEB 18 JULY 2017

ITEM 23: ID: I016720	COUNCIL TAX REDUCTION SCHEME FOR 2018/19 Report Status: Confirmed
<p>CEB July 2017: To obtain approval to consult residents on alternative proposals for a Council tax Reduction Scheme</p> <p>CEB Dec 2017: To recommend that Full Council adopt a new Council Tax Reduction Scheme from 2018/19</p> <p>Council Jan 2017: To adopt a new Council Tax Reduction Scheme from 2018/19</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?	No

Decision Taker	City Executive Board 18 Jul 2017 City Executive Board 20 Dec 2017 Council 29 Jan 2018
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 24: 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?	No
Decision Taker	City Executive Board 18 Jul 2017
Executive Lead Member	Planning and Regulatory Services, Corporate Strategy and Economic Development
Lead Executive Director	Interim Assistant Chief Executive Regeneration and Economy
Report Contact	Fiona Piercy, Interim Assistant Chief Executive, Regeneration and Economy Tel: 01865 252185 fpiercy@oxford.gov.uk

ITEM 25: ID: I016594	DRAFT HOUSING AND HOMELESSNESS STRATEGY 2017-2022 Report Status: Provisional: Awaiting further information, advice or input.
To request CEB approval to go out to public consultation on the draft Housing and Homelessness Strategy 2017-22.	
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?	A workshop has already taken place on 7 March 2017 to consult housing and homelessness stakeholders, service providers and internal City Council Officers, on the priorities for housing and homelessness over the next few years. The consultation was to help inform the drafting of the strategy. A further workshop with the Communities Team and other internal officers is

	due to take place on 20 April – again this is to inform the draft strategy.
Decision Taker	City Executive Board 18 Jul 2017
Executive Lead Member	Housing
Lead Executive Director	Head of Housing Services
Report Contact	Frances Evans, Housing Strategy & Performance Manager fevans@oxford.gov.uk

ITEM 26: ID: I016781	DISCRETIONARY BUSINESS RATES SUPPORT SCHEME- Report Status: Provisional: Awaiting further information, advice or input.
At the Budget on 8 March the Chancellor announced that the Government would provide £300m to support those businesses most affected by the revaluation. The Council has been allocated an amount of grant to cover the next 4 years. This Scheme is additional to the existing ability to award Discretionary Rate Relief in accordance with the Discretionary Rate Relief Policy	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	The Government anticipates consultation with major precepting authorities, Oxfordshire County Council and Thames Valley Police and Crime Commissioner
Decision Taker	City Executive Board 18 Jul 2017
Executive Lead Member	Customer and Corporate Services, Finance, Asset Management and Public Health
Lead Executive Director	Head of Financial Services
Report Contact	Tanya Bandekar, Service Manager Revenue & Benefits Tel: 01865 252281 tbandekar@oxford.gov.uk

ITEM 27: ID: I016124	LOCAL AUTHORITY TRADING COMPANY Report Status: Provisional: Decision needs further consideration or information
Scheduled update to the business case for the creation of Oxford Direct Services local authority trading company. To consider the following: <ul style="list-style-type: none"> • Which services should be transferred, and if so into which part of the structure principally having regard to the financial impact on the Council. • Which if any staff should transfer from the Council to the Local Authority Trading Company. • Client side arrangements as appropriate. 	
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?	Trade union colleagues on a monthly basis

Decision Taker	City Executive Board 18 Jul 2017
Executive Lead Member	Finance, Asset Management and Public Health, A Clean and Green Oxford, Customer and Corporate Services
Lead Executive Director	Executive Director for Sustainable City
Report Contact	Simon Howick Tel: 01865 252547 showick@oxford.gov.uk

ITEM 28: ID: I016498	LITTLEMORE NEIGHBOURHOOD PLAN AREA APPLICATION Report Status: Confirmed
Submitting an area application is the first step in preparing a neighbourhood plan. The report will set out the neighbourhood area proposed by Littlemore Parish Council and their reasons for proposing this. The report will also set out the results of the statutory six week consultation on the area application. The report will then ask CEB to approve the area application.	
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?	Statutory consultation period of six weeks. Likely to be 1 May – 11 June 2017.
Decision Taker	City Executive Board 18 Jul 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Head of Planning, Sustainable Development and Regulatory Services
Report Contact	Rebekah Knight, Planner Tel: 01865 252612 rknight@oxford.gov.uk

ITEM 29: ID: I012213	MONITORING GRANTS ALLOCATED TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2016/17 Report Status: Confirmed
To monitor progress and report achievements resulting from those grant allocated to Community and Voluntary Organisations 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?	N/A
Decision Taker	City Executive Board 18 Jul 2017
Executive Lead Member	Culture and Communities, Customer and Corporate Services
Lead Executive Director	Executive Director for Sustainable City
Report Contact	Julia Tomkins, Grants & External Funding Officer Tel: 01865252685 jtomkins@oxford.gov.uk

ITEM 30: ID: I016730	REGULATING THE PRIVATE RENTED SECTOR Report Status: Provisional: Decision needs further consideration or information
To consider options to designate a Selective Licensing scheme in the City to improve the management of properties in the private rented sector.	
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?	Statutory 10 week consultation over Summer/Spring 2017
Decision Taker	City Executive Board 18 Jul 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Head of Planning, Sustainable Development and Regulatory Services
Report Contact	Adrian Chowns, Team Leader HMO Enforcement Team Tel: 01865 252010 achowns@oxford.gov.uk

ITEM 31: ID: I016718	REVIEW OF COMMUNITY GRANTS PROGRAMME Report Status: Confirmed
To inform the CEB of the review and request agreement for an approach which expands our 'offer' to the three year Community and Voluntary Sector grant programme from April 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?	No
Decision Taker	City Executive Board 18 Jul 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

COUNCIL 20 JULY 2017

to include any reports from CEB

ITEM 32: ID: I012135	HEADINGTON NEIGHBOURHOOD PLAN Report Status: Confirmed
Depending on the results of the referendum on the Neighbourhood Plan scheduled for May 2017, this report will go to Council for approval.	
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	Council 20 Jul 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Head of Planning, Sustainable Development and Regulatory Services
Report Contact	Richard Wyatt, Senior Planner rwyatt@oxford.gov.uk

CEB 15 AUGUST 2017 - PROVISIONAL

ITEM 33: ID: I016584	OXFORD CITY COUNCIL'S TENANCY STRATEGY & POLICY STATEMENT 2018 Report Status: Provisional: Awaiting further information, advice or input.
To request CEB approval to go out to public consultation on the draft Tenancy Strategy & Policy Statement 2018	
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 with Registered Providers and Stakeholders has taken place to inform the drafting of the tenancy strategy. Further consultation on the draft strategy will include stakeholders, Registered Providers and the Public and will run from August 2017 to October 2017. Feedback obtained from the consultation will inform amendments to the draft strategy and the amended report will be presented to CEB for approval in December 2017 and to Council thereafter.
Decision Taker	City Executive Board 15 Aug 2017 City Executive Board 19 Dec 2017 Council 29 Jan 2018
Executive Lead Member	Housing
Lead Executive Director	Head of Housing Services
Report Contact	Frances Evans, Housing Strategy & Performance Manager fevans@oxford.gov.uk

CEB 19 SEPTEMBER 2017

ITEM 34: 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 35: ID: I016589	DRAFT EMPTY PROPERTY STRATEGY 2018-23 Report Status: Provisional: Awaiting further information, advice or input.
To request CEB approval to go out to public consultation on the draft Empty Property Strategy 2018-23.	
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?	Scrutiny Housing Panel will have received a report on 26 April on the progress of the exiting Empty Property Strategy 2013-18. Some consultation with stakeholders and officers will take place in June/July to inform the new draft Empty Property Strategy 2018-23. Public and stakeholder consultation will take place between September and November and feedback from this will inform amendments. The revised strategy will be presented to CEB in January 2018 and to Council thereafter.
Decision Taker	City Executive Board 19 Sep 2017 City Executive Board 23 Jan 2018 Council 19 Feb 2018
Executive Lead Member	Housing
Lead Executive Director	Head of Housing Services
Report Contact	Frances Evans, Housing Strategy & Performance Manager fevans@oxford.gov.uk

ITEM 36: 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 Sustainable City
Report Contact	Vicky Trietline, Development Project Management Surveyor Tel: 01865 529881 vtrietline@oxford.gov.uk

ITEM 37: ID: I013443	MUSEUM OF OXFORD DEVELOPMENT TRUST - FUNDRAISING PROGRESS Report Status: Provisional: Awaiting further information, advice or input
To update the Board on the development trust's fundraising progress and whether a charity	

trust is a suitable model for the museum	
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 38: ID: I015077	SUSTAINABILITY STRATEGY 2017 Report Status: CEB: Provisional: Decision needs further consideration or information Council: Provisional: Decision needs further consideration or information
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.	
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 2 Oct 2017
Executive Lead Member	A Clean and Green Oxford
Lead Executive Director	Executive Director for Sustainable City
Report Contact	Mai Jarvis, Environmental Quality Team Manager Tel: 01865 252403 mjarvis@oxford.gov.uk

ITEM 39: ID: I015283	QUARTERLY INTEGRATED PERFORMANCE 2017/18 - Q1 Report Status:
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: <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?	No
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 40: 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: <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) 	
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 19 Sep 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 41: ID: I016723	REVIEW OF FINANCIAL INCLUSION STRATEGY 2017 Report Status: Confirmed for this meeting
To update the Financial Inclusion Strategy 2014-2017	
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?	No
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

COUNCIL 2 OCTOBER 2017

to include any reports from CEB

ITEM 42: 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?	No
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 16 OCTOBER 2017

ITEM 43: 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?	No
Decision Taker	City Executive Board 16 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

ITEM 44: ID: I016722	REVIEW OF DISCRETIONARY HOUSING PAYMENT POLICY Report Status: Provisional: Decision reliant on another action or process
To propose changes to the Discretionary Housing Payment Policy	
Is this a Key Decision?	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	No
Decision Taker	City Executive Board 16 Oct 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 45: ID: I015325	REVIEW OF HOME CHOICE PILOT Report Status: Provisional: Awaiting further information, advice or input.
To update CEB on the 1st year's operation of the Home Choice Pilot.	
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?	No
Decision Taker	City Executive Board 16 Oct 2017
Executive Lead Member	Housing
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

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?	No
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?	No
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?	No
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: Confirmed
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?	No
Decision Taker	City Executive Board 13 Feb 2018
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

CEB: MARCH 2018

ITEM 52: ID: I016331	ALLOCATION OF HOMELESSNESS PREVENTION FUNDS IN 2018/19 Report Status: Provisional: Awaiting further information, advice or input
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?	No
Decision Taker	City Executive Board 20 Mar 2018
Executive Lead Member	Housing
Lead Executive Director	Head of Housing Services
Report Contact	Ossi Mosley, Rough Sleeping & Single

Homelessness Officer omosley@oxford.gov.uk

**ITEM 53:
ID: I016330**

MUSEUM OF OXFORD HIDDEN HISTORIES PROJECT

Report Status: Provisional: Awaiting further information, advice or input

To seek project approval for the Museum of Oxford Hidden Histories Project

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 20 Mar 2018

Executive Lead Member

Corporate Strategy and Economic Development

Lead Executive Director

Head of Community Services

Report Contact

Helen Vaughan-Evans, Project Manager
hvaughanevans@oxford.gov.uk