

FORWARD PLAN

October 2017 - September 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 and Asset Management
Susan Brown	Customer and Corporate Services
Alex Hollingsworth	Planning and Regulatory Services
Tom Hayes	Community Safety
Linda Smith	Leisure, Parks and Sport
Mike Rowley	Housing
Dee Sinclair	Culture and Communities
John Tanner	A Clean and Green Oxford
Marie Tidball	Young People, Schools and Public Health

Senior Officer	Job Title
Gordon Mitchell	Interim 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: I014800	HOMELESSNESS ACCOMMODATION PROPERTY INVESTMENT	
	Report Status: Provisional	
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.		
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	Interim Chief Executive Not before 1 Aug 2017	
Executive Lead Member	Housing, Finance, Asset Management	
Lead Executive Director		
Report Contact	Gordon Mitchell, Interim Chief Executive gmitchell@oxford.gov.uk	

ITEM 2: ID: I014979	ALLOCATION OF HOMELESSNESS PREVENTION FUNDS IN 2017/18	
	Report 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 16 OCTOBER 2017

ITEM 5: 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?	
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 6: ID: I016723	REVIEW OF FINANCIAL INCLUSION STRATEGY 2017 Report Status: Confirmed
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?	
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 7: 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 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 8: ID: I011611	NORTH OXFORD VICTORIAN SUBURB CONSERVATION AREA APPRAISAL- FINAL 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 16 Oct 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 9: ID: I017474	REQUEST TO FLY A FLAG ANNUALLY ON INTERNATIONAL WOMEN'S DAY - 8 MARCH Report Status: Confirmed for this meeting
To consider the request made by Councillor Brandt to fly a flag annually on International Women's Day and for 2018 to fly the flag for the duration of the festival to mark the centenary of Women receiving the right to vote (Representation of the People Act 1918)	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board 16 Oct 2017
Executive Lead Member	Corporate Strategy and Economic Development
Lead Executive Director	Executive Director for Organisational Development and Corporate Services
Report Contact	Pat Jones, Committee and Member Services Manager phjones@oxford.gov.uk

ITEM 10: ID: I017478	INSURANCE TENDER Report Status: Confirmed for this meeting
Request for delegated authority to award Insurance Contract	
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 16 Oct 2018
Executive Lead Member	Councillor Ed Turner
Lead Executive Director	Head of Financial Services
Report Contact	Alison Nash, Finance Officer (Insurance) anash@oxford.gov.uk

ITEM 11: ID: I017408	DRAFT HOUSING ASSISTANCE AND DISABLED ADAPTATIONS POLICY 2018 Report Status: Provisional: Decision reliant on another action or process
A report to request CEB approval to go out to public consultation on the draft Housing Assistance and Disabled Adaptations Policy 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?	Carry out a six week public consultation using an online survey that identifies the areas of the draft policy that can be consulted on. Publicise the consultation online, through local press and social media. Highlight the consultation to specific groups with an interest in the document and with access to disabled residents and their carers.
Decision Taker	City Executive Board 16 Oct 2017
Executive Lead Member	Housing
Lead Executive Director	Head of Planning, Sustainable Development and Regulatory Services
Report Contact	Ian Wright, Service Manager Environmental Health iwright@oxford.gov.uk

ITEM 12: ID: I017407	REGULATING THE PRIVATE RENTED SECTOR Report Status: Provisional: Decision reliant on another action or process
The Council is committed to improving the conditions and management of the private rented sector in Oxford and this report sets out the various options that are available to achieve this aim.	
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 16 Oct 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Head of Planning, Sustainable Development and Regulatory Services
Report Contact	Ian Wright, Service Manager Environmental Health iwright@oxford.gov.uk

ITEM 13: ID: I017516	OXFORD STATION SPD Report Status: Provisional: Decision reliant on another action or process
The SPD has been out to public consultation the report to CEB will include a summary of the responses received together with the proposed changes to the SPD and a covering report	
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 already undertaken
Decision Taker	City Executive Board 16 Oct 2017
Executive Lead Member	Corporate Strategy and Economic Development, Planning and Regulatory Services
Lead Executive Director	Head of Planning, Sustainable Development and Regulatory Services
Report Contact	Tom Morris, Principal Planner tmorris@oxford.gov.uk

ITEM 14: ID: I017588	LUCY FAITHFULL HOUSE Report Status: Confirmed for this meeting
The report seeks approval for the demolition of Lucy Faithfull House, the transfer of the site to the Council's housing company and making available the necessary loan finance for the development of the site to proceed.	
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 16 Oct 2017
Executive Lead Member	Finance, Asset Management, Housing
Lead Executive Director	Head of Housing Services
Report Contact	Alan Wylde, Housing Development & Enabling Manager Tel: 01865 252319 awylde@oxford.gov.uk

CEB 21 NOVEMBER 2017

ITEM 15: ID: I017502	CHILDREN & YOUNG PERSON STRATEGY 2018-2023 Report Status: Confirmed for this meeting
This report requests CEB to agree the Children & Young Person 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	This is a draft strategy for consultation. The

form of consultation?	consultation will include a range of methods such as focus groups and meetings with partners.
Decision Taker	City Executive Board 21 Nov 2017
Executive Lead Member	Young People, Schools and Public Health
Lead Executive Director	Head of Community Services
Report Contact	Ian Brooke, Head of Community Services Tel: 01865 252705 ibrooke@oxford.gov.uk

ITEM 16: ID: I015324	REVIEW OF COMMUNITY GRANTS PROGRAMME AND COMMISSIONED ADVICE STRATEGY 2018-2021. Report Status: Provisional: Awaiting further information, advice or input.
<p>This report is a merge of two proposed reports from the July Forward Plan: the Review of Community Grants Programme and progress on the Commissioned Advice Strategy 2018-2021.</p> <p>To review and request approval for an approach to expand our 'offer' to the three year Community and Voluntary Sector grant programme from April 2018; and to update the Board on the progress made in developing a new Commissioned Advice Strategy during 2017/18</p>	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	To be discussed with advice organisations the Council currently funds in October.
Decision Taker	City Executive Board 21 Nov 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 17: ID: I017383	OFFER OF ADDITIONAL FUNDING TO OXFORD CITY HOUSING LIMITED Report Status: Provisional: Decision reliant on another action or process
<p>The report seeks approval for the disposal receipts of two HRA properties (156 Walton St and 25 Albert Street) to be offered as grant funding to Oxford City Housing Limited to purchase larger properties to address overcrowding issues.</p>	
Is this a Key Decision?	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board 21 Nov 2017 Council 27 Nov 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 18: ID: I013443	MUSEUM OF OXFORD HIDDEN HISTORIES REDEVELOPMENT PROJECT Report Status: Provisional: Awaiting further information, advice or input
<p>To update Members on the Museum of Oxford Hidden Histories Redevelopment Project;</p> <ul style="list-style-type: none"> ○ To update Member on the Museum of Oxford Hidden Histories Redevelopment Project ○ To request approval to the revised project 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	City Executive Board 21 Nov 2017
Executive Lead Member	Culture and Communities
Lead Executive Director	Head of Community Services
Report Contact	Helen Vaughan-Evans, Project Manager hvaughanevans@oxford.gov.uk

ITEM 19: ID: I017158	IMPACT OF THE HOMELESSNESS REDUCTION ACT 2017 Report Status: Provisional: Awaiting further information, advice or input.
<p>To set out the implications of the new Homelessness Reduction Act 2017 and any changes required to current service delivery or any potential impact on the Council's Medium Term Financial Plan.</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?	
Decision Taker	City Executive Board 19 Sep 2017
Executive Lead Member	Housing
Lead Executive Director	Head of Housing Services
Report Contact	Dave Scholes, Housing Strategy & Needs Manager Tel: 01865 252636 dscholes@oxford.gov.uk

ITEM 20: ID: I016124	DIRECT SERVICES TRADING COMPANY - PROGRESS REPORT Report Status: Provisional: Decision needs further consideration or information
<p>Scheduled update to the business case for the creation of Oxford Direct Services local authority trading company. To consider the following:</p> <ul style="list-style-type: none"> • A date (“the Transfer Date”), on which all service delivery currently carried out by the Council’s Direct Services will be transferred to the two new LATCo companies. : • In regard to the Teckal Company, the terms of the Council’s entry into an appropriate agreement with the company (“the Service Contract”) under which the Teckal Company would undertake from the Transfer Date all relevant Council statutory functions and related work, as currently undertaken by Direct Services; • The arrangements to transfer all Direct Services staff engaged in service delivery immediately prior to the Transfer Date to the Teckal Company, such transfer being subject to the TUPE regulations; • The arrangements to ensure that all transferring staff will continue to have access to the Local Government Pension Scheme; • The terms of the contract between the two LATCo companies and the Council (“the Support Contract”) under which the Council would provide support services to both companies; • The terms under which the Council would enter into leases or licences with the two LATCO companies covering their occupation of relevant Council premises and use of Council resources; • The arrangements made to transfer to the Trading Company of all contracts with third parties in existence on the Transfer Date • The terms of the Shareholder’s Agreement to be made between the companies and the Council (acting though its Shareholder Group) • The provisions of an initial Business Plan (or Plans) for the Companies. • An aspiration that the project’s aim is to go live on 01 November 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?	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 16 Oct 2017
Executive Lead Member	Finance, Asset Management, A Clean and Green Oxford, Customer and Corporate Services
Lead Executive Director	Executive Director for Sustainable City
Report Contact	Simon Howick, Service Transformation Manager Tel: 01865 252547 showick@oxford.gov.uk

ITEM 21: 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 16 Oct 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

CEB 20 DECEMBER 2017

ITEM 22: 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 Dec 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 23: ID: I017236	COMMUNITY INFRASTRUCTURE LEVY - PRELIMINARY DRAFT CHARGING SCHEDULE Report Status: Confirmed for this meeting
To approve the Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule for 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?	Consultation after approval at CEB. Consultation will be with stakeholders, particularly developers, infrastructure providers and the public.
Decision Taker	City Executive Board 20 Dec 2017
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Head of Planning, Sustainable Development and Regulatory Services
Report Contact	Laura Higgins, Planning and Regulatory Team Leader Tel: 0186525 2173 lhiggins@oxford.gov.uk

ITEM 24: 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 20 Dec 2017 Council 22 Feb 2018
Executive Lead Member	Finance, Asset Management
Lead Executive Director	Executive Director for Organisational Development and Corporate Services
Report Contact	Section 151 Officer

ITEM 25: 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 20 Dec 2017
Executive Lead Member	Finance, Asset Management
Lead Executive Director	Head of Financial Services
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

ITEM 26: 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 20 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

ITEM 27: 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?	
Decision Taker	City Executive Board 20 Dec 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

ITEM 28: 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	
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?	Some 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 December 2017 for a

	period of not less than 6 weeks. Feedback obtained from the consultation will inform amendments to the draft strategy and the amended report will be presented to CEB for approval in approximately April 2018 and to Council thereafter.
Decision Taker	City Executive Board 19 Dec 2017 Council 29 Jan 2018 City Executive Board 18 Dec 2018
Executive Lead Member	Housing
Lead Executive Director	Head of Housing Services
Report Contact	Frances Evans, Strategy & Service Development Manager fevans@oxford.gov.uk

ITEM 29: ID: I016720	COUNCIL TAX REDUCTION SCHEME FOR 2018/19 Report Status: Confirmed
CEB Dec 2017: To recommend that Full Council adopt a new Council Tax Reduction Scheme from 2018/19	
Council Jan 2017: To adopt a new Council Tax Reduction Scheme from 2018/19	
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 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

CEB: 23 JANUARY 2018

ITEM 30: 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 <ul style="list-style-type: none"> • 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 23 Jan 2018
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 31: ID: I011613	DESIGN SUPPLEMENTARY PLANNING DOCUMENT - DRAFT Report Status: Provisional: Decision reliant on another action or process
The Design SPD will set out planning guidance for the design of new buildings in Oxford considering particularly local context. This meeting will be to approve the draft for public consultation.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	Yes- public consultation
Decision Taker	City Executive Board 23 Jan 2018
Executive Lead Member	Planning and Regulatory Services
Lead Executive Director	Head of Planning, Sustainable Development and Regulatory Services
Report Contact	Gill Butter, Conservation and Urban Design Officer gbutter@oxford.gov.uk

ITEM 32: 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 21 Nov 2017 Council 27 Nov 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

COUNCIL: 29 JANUARY 2018

to include any reports from CEB

CEB: 13 FEBRUARY 2018

ITEM 33: 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
Lead Executive Director	Head of Financial Services
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

ITEM 34: 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
Lead Executive Director	Head of Financial Services
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

ITEM 35: 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?	
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

BUDGET COUNCIL: 19 FEBRUARY 2018

to include any reports from CEB

CEB: 20 MARCH 2018

ITEM 36: ID: I017125	ALLOCATION OF HOMELESSNESS PREVENTION FUNDS IN 2018/19 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.	
Annual report listing the spend in 2017-2018 and proposals for 2018-2019 for approval.	
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 20 Mar 2018
Executive Lead Member	Housing
Lead Executive Director	Head of Housing Services
Report Contact	Nerys Parry, Rough Sleeping and Single Homelessness Manager nparry@oxford.gov.uk

ITEM 37: 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?	None
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

CEB: 17 APRIL 2018

ITEM 38: ID: I016994	LOCAL LAND CHARGES - INCREASE IN FEES Report Status: Confirmed
To amend the Council's Local Land Charges fees in the schedule of fees and charges so they match the increased Oxfordshire County Council's fees.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	
Decision Taker	City Executive Board 18 Apr 2018
Executive Lead Member	Customer and Corporate Services, Finance, Asset Management
Lead Executive Director	Head of Business Improvement
Report Contact	Nick Gibb, Customer Service Applications Manager ngibb@oxford.gov.uk

COUNCIL : 23 APRIL 2018

to include any reports from CEB

ANNUAL COUNCIL: 15 MAY 2018

ITEM 39: ID: I016990	APPOINTMENT TO COUNCIL COMMITTEES 2018/19 Report Status: Confirmed
To appoint to Council Committees for the 2018/19 Council year.	
Is this a Key Decision?	Not Key
Is this item open or exempt to the public?	Open -
Will this decision be preceded by any form of consultation?	
Decision Taker	Council 15 May 2018
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

CEB: 22 MAY 2018

ITEM 40: ID: I016991	FUSION LIFESTYLE'S 2018/19 ANNUAL SERVICE PLAN Report Status: Confirmed
To endorse Fusion Lifestyle's 2018/19 Annual Service Plan for the continuous development, management and operation of leisure services in Oxford	
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 22 May 2018
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

CEB: 19 JUNE 2018

ITEM 41: ID: I014947	DRAFT LOCAL PLAN Report Status: Provisional: Awaiting further information, advice or input.
To present the draft Local Plan following public consultation on the preferred option.	
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 19 Jun 2018
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

ITEM 42: ID: I017365	APPOINTMENT TO OUTSIDE BODIES 2018/19 Report Status: Provisional: Decision reliant on another action or process
To review and appoint council representatives to Outside bodies for 2018/19	
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?	With Councillors and Outside bodies representatives.
Decision Taker	City Executive Board 19 Jun 2018

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 43: ID: I014681	MONITORING GRANTS ALLOCATED TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2017/18 Report Status: Provisional
To monitor the reported achievements resulting from Community and Voluntary Grant allocations for 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?	None
Decision Taker	Executive Director for Organisational Development and Corporate Services August 2017 City Executive Board 19 Jun 2018
Executive Lead Member	Customer and Corporate Services, Culture and Communities
Lead Executive Director	Executive Director for Organisational Development and Corporate Services Head of Community Services
Report Contact	Paul Wilding, Programme Manager Revenue & Benefits Tel: 01865 252461 pwilding@oxford.gov.uk Julia Tomkins, Grants & External Funding Officer Tel: 01865252685 jtomkins@oxford.gov.uk

CEB: 17 JULY 2018

ITEM 44: ID: I017364	COUNCIL TAX REDUCTION SCHEME FOR 2019/20 Report Status:
To review the Council Tax Reduction Scheme	
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?	Maybe – depends if the scheme is changed.
Decision Taker	City Executive Board 17 Jul 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 45: ID: I017048	OXFORD RENT GUARANTEE SCHEME PILOT REVIEW Report Status: Provisional: Awaiting further information, advice or input.
Review of the two year pilot to know if this pilot is to continue	
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 17 Jul 2018
Executive Lead Member	Housing
Lead Executive Director	Head of Housing Services
Report Contact	David Rundle, Private Rented Team Leader drundle@oxford.gov.uk