

# FORWARD PLAN

## November 2017 - March 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](mailto: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**

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

<b>Senior Officer</b>	<b>Job Title</b>
<b>Gordon Mitchell</b>	Interim Chief Executive
<b>Tim Sadler</b>	Executive Director, Community Services
<b>Jackie Yates</b>	Executive Director, Organisational Development and Corporate Services
<b>Caroline Green</b>	Assistant Chief Executive
<b>Fiona Piercy</b>	Interim Assistant Chief Executive – Regeneration and Economy
<b>Helen Bishop</b>	Head of Business Improvement
<b>Ian Brooke</b>	Head of Community Services
<b>Graham Bourton</b>	Head of Direct Services
<b>Nigel Kennedy</b>	Head of Financial Services/Section 151 Officer
<b>Stephen Clarke</b>	Head of Housing Services
<b>Anita Bradley</b>	Head of Law and Governance / Monitoring Officer
<b>Patsy Dell</b>	Head of Planning, Sustainable Development and Regulatory Services

## KEY EXECUTIVE DECISIONS DELEGATED TO OFFICERS

<b>ITEM 1: ID: I014800</b>	<b>HOMELESSNESS ACCOMMODATION PROPERTY INVESTMENT Report Status: Provisional</b>
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.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Part exempt -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	Interim Chief Executive Not before 1 Aug 2017
<b>Executive Lead Member</b>	Housing, Finance, Asset Management
<b>Lead Executive Director</b>	
<b>Report Contact</b>	Gordon Mitchell, Interim Chief Executive gmitchell@oxford.gov.uk

<b>ITEM 2: ID: I014979</b>	<b>ALLOCATION OF HOMELESSNESS PREVENTION FUNDS IN 2017/18 Report Status: Provisional</b>
On 9 March 2017, the City Executive Board <b>delegated authority</b> 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.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	Head of Housing Services Not before 1 Aug 2017
<b>Executive Lead Member</b>	Housing
<b>Lead Executive Director</b>	Head of Housing Services
<b>Report Contact</b>	Stephen Clarke, Head of Housing Services Tel: 01865 252447 sclarke@oxford.gov.uk

## REPORTS TO CEB AND COUNCIL

### CEB 21 NOVEMBER 2017

<b>ITEM 3:</b> <b>ID: I015324</b>	<b>REVIEW OF COMMUNITY GRANTS PROGRAMME AND COMMISSIONED ADVICE STRATEGY 2018-2021.</b> <b>Report Status: Provisional: Awaiting further information, advice or input.</b>
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.	
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	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	To be discussed with advice organisations the Council currently funds in October.
<b>Decision Taker</b>	City Executive Board 21 Nov 2017
<b>Executive Lead Member</b>	Customer and Corporate Services
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services
<b>Report Contact</b>	Paul Wilding, Programme Manager Revenue & Benefits Tel: 01865 252461 pwilding@oxford.gov.uk

<b>ITEM 4:</b> <b>ID: I013443</b>	<b>MUSEUM OF OXFORD HIDDEN HISTORIES REDEVELOPMENT PROJECT</b> <b>Report Status: Provisional: Awaiting further information, advice or input</b>
To update Members on the Museum of Oxford Hidden Histories Redevelopment Project; <ul style="list-style-type: none"> <li>○ To update Member on the Museum of Oxford Hidden Histories Redevelopment Project</li> <li>○ To request approval to the revised project budget.</li> </ul>	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 21 Nov 2017  Council 27 Nov 2017
<b>Executive Lead Member</b>	Culture and Communities
<b>Lead Executive Director</b>	Head of Community Services
<b>Report Contact</b>	Helen Vaughan-Evans, Project Manager hvaughanevans@oxford.gov.uk

<b>ITEM 5:</b> <b>ID: I016124</b>	<b>DIRECT SERVICES TRADING COMPANY - PROGRESS REPORT</b> <b>Report Status: Provisional: Decision needs further consideration or information</b>
<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"> <li>• 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. :</li> <li>• 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;</li> <li>• 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;</li> <li>• The arrangements to ensure that all transferring staff will continue to have access to the Local Government Pension Scheme;</li> <li>• 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;</li> <li>• 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;</li> <li>• The arrangements made to transfer to the Trading Company of all contracts with third parties in existence on the Transfer Date</li> <li>• The terms of the Shareholder’s Agreement to be made between the companies and the Council (acting though its Shareholder Group)</li> <li>• The provisions of an initial Business Plan (or Plans) for the Companies.</li> <li>• An aspiration that the project’s aim is to go live on 01 April 2018.</li> </ul>	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Part exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
<b>Will this decision be preceded by any form of consultation?</b>	Trade union colleagues on a monthly basis
<b>Decision Taker</b>	City Executive Board 21 Nov 2017 Council 27 Nov 2017
<b>Executive Lead Member</b>	Finance, Asset Management, A Clean and Green Oxford, Customer and Corporate Services
<b>Lead Executive Director</b>	Executive Director for Sustainable City
<b>Report Contact</b>	Simon Howick, Service Transformation Manager Tel: 01865 252547 showick@oxford.gov.uk

## CEB 27 NOVEMBER 2017

<b>ITEM 6: ID: I017796</b>	<b>CITY WARD BOUNDARY REVIEW 2018</b> <b>Report Status: Provisional: Decision reliant on another action or process</b>
Report of the Ward Boundary Review Working Party on the first phase of the review - recommending a council size to CEB.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 27 Nov 2017
<b>Executive Lead Member</b>	Councillor Bob Price
<b>Lead Executive Director</b>	Acting Head of Law and Governance
<b>Report Contact</b>	Martin John, Electoral Services Manager Tel: 01865 252518 mjohn@oxford.gov.uk

<b>ITEM 7: ID: I017827</b>	<b>REVIEW OF PARLIAMENTARY BOUNDARIES 2018 - REVISED PROPOSALS</b> <b>Report Status: Provisional: Decision reliant on another action or process</b>
The report will ask the Board to consider the revised proposals of the Boundary Commission for England on the parliamentary boundaries as they affect Oxford.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 27 Nov 2017
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Acting Head of Law and Governance
<b>Report Contact</b>	Martin John, Electoral Services Manager Tel: 01865 252518 mjohn@oxford.gov.uk

## COUNCIL 27 NOVEMBER 2017

Removal of Freedom of the City

## COUNCIL 27 NOVEMBER

<b>ID: I017740 ITEM 1:</b>	<b>APPOINTMENT OF INTERIM CHIEF EXECUTIVE - EXTENSION OF CONTRACT TO 2020</b> <b>Report Status:</b>
<b>Is this a Key Decision?</b>	No
<b>Is this item open or exempt to the public?</b>	-
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	Appointments Committee 10 Oct 2017 Council 27 Nov 2017

<b>Executive Lead Member</b>	
<b>Lead Executive Director</b>	
<b>Report Contact</b>	

## DECEMBER - SHAREHOLDER MEETINGS

<b>ITEM 9: ID: I017989</b>	<b>OXFORD CITY COUNCIL HOUSING GROUP SHAREHOLDER MEETING</b> <b>Report Status: Provisional: Decision reliant on another action or process</b>
<p>There will be a meeting of the Oxford City Council Housing Group Shareholder (executive members of the Council nominated to undertake its shareholder powers) in December 2017. The meeting will be held on a date to be confirmed between 14 - 22 December 2017.</p> <p>The Shareholder will be invited to:</p> <ol style="list-style-type: none"> <li>1. note progress on the delivery of the first annual Business Plan of the Oxford City Housing Group</li> <li>2. consider whether to agree to the transfer of the freehold interest in Lucy Faithfull House, subject to the availability of the necessary loan finance, to undertake the development of the site as part of its overall development programme.</li> </ol>	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Fully exempt - Information relating to the financial or business affairs of any particular person (including the authority holding that information)
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	
<b>Executive Lead Member</b>	
<b>Lead Executive Director</b>	
<b>Report Contact</b>	

## CEB 20 DECEMBER 2017

<b>ITEM 10: ID: I017158</b>	<b>IMPACT OF THE HOMELESSNESS REDUCTION ACT 2017</b> <b>Report Status: Provisional: Awaiting further information, advice or input.</b>
<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>	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 20 Dec 2017
<b>Executive Lead Member</b>	Housing
<b>Lead Executive Director</b>	Head of Housing Services

<b>Report Contact</b>	Dave Scholes, Housing Strategy & Needs Manager Tel: 01865 252636 dscholes@oxford.gov.uk
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<b>ITEM 11: ID: I017954</b>	<b>SVPRS/VCRS CONTINUATION 2017-18</b> <b>Report Status: Confirmed for this meeting</b>
Approval of continuation of SVPRS and VCRS in 2017 to 2018 including families supported under Community Sponsorship schemes	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 20 Dec 2017
<b>Executive Lead Member</b>	Councillor Mike Rowley
<b>Lead Executive Director</b>	Head of Housing Services
<b>Report Contact</b>	John Mitchell, Committee and Member Services Officer Tel: 01865252217 jmittell@oxford.gov.uk, Dave Scholes, Housing Strategy & Needs Manager Tel: 01865 252636 dscholes@oxford.gov.uk

<b>ITEM 12: ID: I015522</b>	<b>BUDGET 2018/2019</b> <b>Report Status: Confirmed</b>
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.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Public Consultation
<b>Decision Taker</b>	City Executive Board 20 Dec 2017 Council 22 Feb 2018
<b>Executive Lead Member</b>	Finance, Asset Management
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services
<b>Report Contact</b>	Section 151 Officer

<b>ITEM 13: ID: I015525</b>	<b>TREASURY MANAGEMENT PERFORMANCE: ANNUAL REPORT AND PERFORMANCE 2017/18</b> <b>Report Status: Confirmed</b>
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)	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000



<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 20 Dec 2017
<b>Executive Lead Member</b>	Finance, Asset Management
<b>Lead Executive Director</b>	Head of Financial Services
<b>Report Contact</b>	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

<b>ITEM 14: ID: I016720</b>	<b>COUNCIL TAX REDUCTION SCHEME FOR 2018/19 Report Status: Confirmed</b>
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	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	No
<b>Decision Taker</b>	City Executive Board 20 Dec 2017 Council 29 Jan 2018
<b>Executive Lead Member</b>	Customer and Corporate Services
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services
<b>Report Contact</b>	Paul Wilding, Programme Manager Revenue & Benefits Tel: 01865 252461 pwilding@oxford.gov.uk

<b>ITEM 15: ID: I017948</b>	<b>REVIEW OF USE OF COMMUNITY PROTECTION NOTICES Report Status: Provisional: Decision needs further consideration or information</b>
In October 2017 Council passed a motion requesting that the City executive Board review the process for the issuing of Community Protection Notices.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Thames Valley Police Stakeholders involved in the support provided to rough sleepers.
<b>Decision Taker</b>	City Executive Board 20 Dec 2017
<b>Executive Lead Member</b>	Community Safety
<b>Lead Executive Director</b>	Executive Director for Sustainable City
<b>Report Contact</b>	Tim Sadler, Executive Director Sustainable City Tel: 01865 252101 tsadler@oxford.gov.uk

<b>ITEM 16: ID: I017588</b>	<b>LUCY FAITHFULL HOUSE Report Status: Confirmed for this meeting</b>
<p>The report for December CEB seeks approval for the transfer of the freehold interest in Lucy Faithfull House to the Council's Housing Group of companies and making available the necessary loan finance for the development of the site to proceed.</p> <p>CEB October 2017; previous decision was to</p> <ol style="list-style-type: none"> <li>1. Approve the demolition of Lucy Faithfull House.</li> <li>2. Authorise officers to investigate the viability of undertaking the development of the site as outlined below with Oxford City Housing Limited (OCHL) as part of its overall development programme.</li> </ol>	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 20 Dec 2017 Council 19 Feb 2018
<b>Executive Lead Member</b>	Finance, Asset Management, Housing
<b>Lead Executive Director</b>	Head of Housing Services
<b>Report Contact</b>	Alan Wylde, Housing Development & Enabling Manager Tel: 01865 252319 awylde@oxford.gov.uk

### CEB: 23 JANUARY 2018

<b>ITEM 17: ID: I017383</b>	<b>OFFER OF ADDITIONAL FUNDING TO OXFORD CITY HOUSING LIMITED Report Status: Provisional: Decision reliant on another action or process</b>
<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>	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 23 Jan 2018 Council 29 Jan 2018
<b>Executive Lead Member</b>	Housing
<b>Lead Executive Director</b>	Head of Housing Services
<b>Report Contact</b>	Alan Wylde, Housing Development & Enabling Manager Tel: 01865 252319 awylde@oxford.gov.uk

<b>ITEM 18: ID: I015077</b>	<b>SUSTAINABILITY STRATEGY 2017</b> <b>Report Status: CEB: Provisional: Decision needs further consideration or information</b> <b>Council: Provisional: Decision needs further consideration or information</b>
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.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	6 weeks Online public consultation required
<b>Decision Taker</b>	City Executive Board 23 Jan 2018 Council 29 Jan 2018
<b>Executive Lead Member</b>	A Clean and Green Oxford
<b>Lead Executive Director</b>	Executive Director for Sustainable City
<b>Report Contact</b>	Mai Jarvis, Environmental Quality Team Manager Tel: 01865 252403 mjarvis@oxford.gov.uk

<b>ITEM 19: ID: I017408</b>	<b>DRAFT HOUSING ASSISTANCE AND DISABLED ADAPTATIONS POLICY 2018</b> <b>Report Status: Provisional: Decision reliant on another action or process</b>
The City Executive Board on 16 October 2017 resolved to approve the draft Housing Assistance and Disabled Adaptation Policy for a City wide consultation.  CEB is now asked to approve the policy post- consultation.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	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.
<b>Decision Taker</b>	City Executive Board 16 Oct 2017 City Executive Board 23 Jan 2018
<b>Executive Lead Member</b>	Housing
<b>Lead Executive Director</b>	Head of Planning, Sustainable Development and Regulatory Services
<b>Report Contact</b>	Ian Wright, Service Manager Environmental Health iwright@oxford.gov.uk

<b>ITEM 20: ID: I015539</b>	<b>CITY CENTRE STRATEGY</b> <b>Report Status: Provisional: Decision needs further consideration or information</b>
To approve the City Centre Strategy which aims to <ul style="list-style-type: none"> <li>•create and promote a strong investment proposition by informing the future role and direction of the city centre</li> <li>• facilitate ongoing dialogue with those involved in the management and future of the city centre</li> <li>• provide a framework for collaboration and action</li> <li>•assist in the allocation of resources and prioritise actions</li> </ul>	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 23 Jan 2018
<b>Executive Lead Member</b>	Planning and Regulatory Services, Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Interim Assistant Chief Executive Regeneration and Economy
<b>Report Contact</b>	Fiona Piercy, Interim Assistant Chief Executive, Regeneration and Economy Tel: 01865 252185 fpiercy@oxford.gov.uk

<b>ITEM 21: ID: I017236</b>	<b>COMMUNITY INFRASTRUCTURE LEVY - PRELIMINARY DRAFT CHARGING SCHEDULE</b> <b>Report Status: Confirmed for this meeting</b>
To approve the Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule for consultation	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Consultation after approval at CEB. Consultation will be with stakeholders, particularly developers, infrastructure providers and the public.
<b>Decision Taker</b>	City Executive Board 23 Jan 2018
<b>Executive Lead Member</b>	Planning and Regulatory Services
<b>Lead Executive Director</b>	Head of Planning, Sustainable Development and Regulatory Services
<b>Report Contact</b>	Laura Higgins, Planning and Regulatory Team Leader Tel: 0186525 2173 lhiggins@oxford.gov.uk

<b>ITEM 22: ID: I017785</b>	<b>OXFORD FLOOD ALLEVIATION SCHEME</b> <b>Report Status: Provisional: Decision reliant on another action or process</b>
To present for approval the proposed land disposals and discounts in relation to the Council's £1,000,000 in-kind contributions from land disposal and compensation foregone to facilitate the Oxford Flood Alleviation Scheme.	

<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	n/a
<b>Decision Taker</b>	City Executive Board 23 Jan 2018
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Executive Director for Sustainable City
<b>Report Contact</b>	Helen Vaughan-Evans, Project Manager hvaughanevans@oxford.gov.uk

## **COUNCIL: 29 JANUARY 2018**

to include any reports from CEB

## **CEB: 13 FEBRUARY 2018**

<b>ITEM 23: ID: I016584</b>	<b>OXFORD CITY COUNCIL'S TENANCY STRATEGY &amp; POLICY STATEMENT 2018</b> <b>Report Status: Provisional: Awaiting further information, advice or input.</b>
To request CEB approval to go out to public consultation on the draft Tenancy Strategy	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	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 February 2018 for a period of not less than 4 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 May 2018 and to Council thereafter.
<b>Decision Taker</b>	City Executive Board 13 Feb 2018 Council 19 Feb 2018
<b>Executive Lead Member</b>	Housing
<b>Lead Executive Director</b>	Head of Housing Services
<b>Report Contact</b>	Frances Evans, Strategy & Service Development Manager fevans@oxford.gov.uk

<b>ITEM 24: ID: I017502</b>	<b>CHILDREN &amp; YOUNG PERSON STRATEGY 2018-2023</b> <b>Report Status: Confirmed for this meeting</b>
This report requests CEB to agree the Children & Young Person Strategy for public consultation	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards

<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	This is a draft strategy for consultation. The consultation will include a range of methods such as focus groups and meetings with partners.
<b>Decision Taker</b>	City Executive Board 13 Feb 2018
<b>Executive Lead Member</b>	Young People, Schools and Public Health
<b>Lead Executive Director</b>	Head of Community Services
<b>Report Contact</b>	Ian Brooke, Head of Community Services Tel: 01865 252705 ibrooke@oxford.gov.uk

<b>ITEM 25: ID: I015952</b>	<b>UPDATE OF THE CORPORATE PLAN 2018</b> <b>Report Status: Provisional: Awaiting further information, advice or input.</b>
Update report on the Corporate Plan	
<b>Is this a Key Decision?</b>	Yes
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Public Consultation Dec- Feb
<b>Decision Taker</b>	City Executive Board 13 Feb 2018
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Assistant Chief Executive
<b>Report Contact</b>	Caroline Green, Assistant Chief Executive cgreen@oxford.gov.uk

<b>ITEM 26: ID: I016225</b>	<b>TREASURY MANAGEMENT STRATEGY 2018/19</b> <b>Report Status: Confirmed</b>
To present the Council's Treasury Management Strategy for 2018/19 together with the Prudential Indicators for 2019/19 to 2020/21.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 13 Feb 2018
<b>Executive Lead Member</b>	Finance, Asset Management
<b>Lead Executive Director</b>	Head of Financial Services
<b>Report Contact</b>	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

<b>ITEM 27: ID: I016226</b>	<b>CAPITAL STRATEGY 2018/19</b> <b>Report Status: Provisional</b>
To consider the Capital Strategy 2018/19	
<b>Is this a Key Decision?</b>	Yes
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 13 Feb 2018
<b>Executive Lead Member</b>	Finance, Asset Management
<b>Lead Executive Director</b>	Head of Financial Services
<b>Report Contact</b>	Anna Winship, Management Accountancy

	Manager Tel: 01865 252517 awinship@oxford.gov.uk
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<b>ITEM 28: ID: I016228</b>	<b>GRANT ALLOCATIONS TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2018/19</b> <b>Report Status: Confirmed</b>
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.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 13 Feb 2018
<b>Executive Lead Member</b>	Culture and Communities
<b>Lead Executive Director</b>	Head of Community Services
<b>Report Contact</b>	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

<b>ITEM 29: ID: I017125</b>	<b>ALLOCATION OF HOMELESSNESS PREVENTION FUNDS IN 2018/19</b> <b>Report Status: Confirmed</b>
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.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 20 Mar 2018
<b>Executive Lead Member</b>	Housing
<b>Lead Executive Director</b>	Head of Housing Services
<b>Report Contact</b>	Nerys Parry, Rough Sleeping and Single Homelessness Manager nparry@oxford.gov.uk

<b>ITEM 30: ID: I015275</b>	<b>EAST OXFORD COMMUNITY CENTRE - IMPROVEMENT SCHEME</b> <b>Report Status: Provisional : Decision needs further consideration or information</b>
To present an improvement scheme for the East Oxford Community Centre following public consultation.	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Public Consultation

<b>Decision Taker</b>	City Executive Board 20 Mar 2018 Council 23 Apr 2018
<b>Executive Lead Member</b>	Culture and Communities
<b>Lead Executive Director</b>	Executive Director for Sustainable City
<b>Report Contact</b>	Vicky Trietline, Development Project Management Surveyor Tel: 01865 529881 vtrietline@oxford.gov.uk

<b>ITEM 31: ID: I016330</b>	<b>MUSEUM OF OXFORD HIDDEN HISTORIES PROJECT</b> <b>Report Status: Provisional: Awaiting further information, advice or input</b>
To seek project approval for the Museum of Oxford Hidden Histories Project	
<b>Is this a Key Decision?</b>	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 20 Mar 2018
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Head of Community Services
<b>Report Contact</b>	Helen Vaughan-Evans, Project Manager hvaughanevans@oxford.gov.uk

### CEB: 17 APRIL 2018

<b>ITEM 32: ID: I016994</b>	<b>LOCAL LAND CHARGES - INCREASE IN FEES</b> <b>Report Status: Confirmed</b>
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.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 17 Apr 2018
<b>Executive Lead Member</b>	Customer and Corporate Services, Finance, Asset Management
<b>Lead Executive Director</b>	Head of Business Improvement
<b>Report Contact</b>	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

<b>ITEM 33: ID: I016990</b>	<b>APPOINTMENT TO COUNCIL COMMITTEES 2018/19</b>  <b>Report Status: Confirmed</b>
To appoint to Council Committees for the 2018/19 Council year.	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	Council 15 May 2018
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Acting Head of Law and Governance
<b>Report Contact</b>	Catherine Phythian, Committee Services Officer Tel: 01865252402 cphythian@oxford.gov.uk

## CEB: 22 MAY 2018

<b>ITEM 34: ID: I016991</b>	<b>FUSION LIFESTYLE'S 2018/19 ANNUAL SERVICE PLAN</b>  <b>Report Status: Confirmed</b>
To endorse Fusion Lifestyle's 2018/19 Annual Service Plan for the continuous development, management and operation of leisure services in Oxford	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	City Executive Board 22 May 2018
<b>Executive Lead Member</b>	Leisure, Parks and Sport
<b>Lead Executive Director</b>	Head of Community Services
<b>Report Contact</b>	Lucy Cherry, Leisure and Performance Manager Tel: 01865 252707 lcherry@oxford.gov.uk

## CEB: 19 JUNE 2018

<b>ITEM 35: ID: I014947</b>	<b>DRAFT LOCAL PLAN</b> <b>Report Status: Provisional: Awaiting further information, advice or input.</b>
To present the draft Local Plan following public consultation on the preferred option.	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Public consultation
<b>Decision Taker</b>	City Executive Board 19 Jun 2018
<b>Executive Lead Member</b>	Planning and Regulatory Services
<b>Lead Executive Director</b>	Head of Planning, Sustainable Development and Regulatory Services
<b>Report Contact</b>	Sarah Harrison, Senior Planner Tel: 01865

252015 sbharrison@oxford.gov.uk

<b>ITEM 36:</b> <b>ID: I017365</b>	<b>APPOINTMENT TO OUTSIDE BODIES 2018/19</b> <b>Report Status: Provisional: Decision reliant on another action or process</b>
To review and appoint council representatives to Outside bodies for 2018/19	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	With Councillors and Outside bodies representatives.
<b>Decision Taker</b>	City Executive Board 19 Jun 2018
<b>Executive Lead Member</b>	Corporate Strategy and Economic Development
<b>Lead Executive Director</b>	Acting Head of Law and Governance
<b>Report Contact</b>	Catherine Phythian, Committee Services Officer Tel: 01865252402 cphythian@oxford.gov.uk

<b>ITEM 37:</b> <b>ID: I014681</b>	<b>MONITORING GRANTS ALLOCATED TO COMMUNITY AND VOLUNTARY ORGANISATIONS 2017/18</b> <b>Report Status: Provisional</b>
To monitor the reported achievements resulting from Community and Voluntary Grant allocations for 2017/18	
<b>Is this a Key Decision?</b>	Not Key
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	None
<b>Decision Taker</b>	Executive Director for Organisational Development and Corporate Services August 2017 City Executive Board 19 Jun 2018
<b>Executive Lead Member</b>	Customer and Corporate Services, Culture and Communities
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services  Head of Community Services
<b>Report Contact</b>	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**

<b>ITEM 38:</b> <b>ID: I017364</b>	<b>COUNCIL TAX REDUCTION SCHEME FOR 2019/20</b> <b>Report Status:</b>
To review the Council Tax Reduction Scheme	
<b>Is this a Key Decision?</b>	Yes
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	Maybe – depends if the scheme is changed.

<b>Decision Taker</b>	City Executive Board 17 Jul 2018
<b>Executive Lead Member</b>	Customer and Corporate Services
<b>Lead Executive Director</b>	Executive Director for Organisational Development and Corporate Services
<b>Report Contact</b>	Paul Wilding, Programme Manager Revenue & Benefits Tel: 01865 252461 pwilding@oxford.gov.uk

<b>ITEM 39: ID: I017048</b>	<b>OXFORD RENT GUARANTEE SCHEME PILOT REVIEW</b> Report Status: Provisional: Awaiting further information, advice or input.
Review of the two year pilot to know if this pilot is to continue	
<b>Is this a Key Decision?</b>	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
<b>Is this item open or exempt to the public?</b>	Open -
<b>Will this decision be preceded by any form of consultation?</b>	
<b>Decision Taker</b>	City Executive Board 17 Jul 2018
<b>Executive Lead Member</b>	Housing
<b>Lead Executive Director</b>	Head of Housing Services
<b>Report Contact</b>	David Rundle, Private Rented Team Leader drundle@oxford.gov.uk