

FORWARD PLAN

August 2019 – April 2020

Published on: 28/08/19

What is the Forward Plan?

The Forward Plan gives information about all the decisions (key and non-key) that the Cabinet is expected to take over the next year. For completeness, the Forward Plan also includes important decisions which will be taken by Council.

Each item on the Forward Plan shows either a provisional or confirmed date for when it will be considered by Cabinet. 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 normally 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 Cabinet 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 Cabinet 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 252217

Email: cabinet@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>

Cabinet Members and Senior Officers

Cabinet Member (councillors)	Portfolio
Susan Brown, Council Leader	Economic Development and Partnerships
Linda Smith, Deputy Leader	Leisure and Housing
Ed Turner, Deputy Leader	Finance and Asset Management
Nigel Chapman	Safer Communities and Customer Focused Services
Mary Clarkson	Culture and City Centre
Tom Hayes	Zero Carbon Oxford
Alex Hollingsworth	Planning and Sustainable Transport
Mike Rowley	Affordable Housing
Marie Tidball	Supporting Local Communities
Louise Upton	Healthy Oxford

Senior Officer	Job Title
Gordon Mitchell	Chief Executive
Tim Sadler	Transition Director
Tom Bridgman	Executive Director (Development)
Caroline Green	Assistant Chief Executive
Aileen Carlisle	Interim Executive Director (Communities & Customers)
Helen Bishop	Head of Business Improvement
Anita Bradley	Head of Law and Governance / Monitoring Officer
Ian Brooke	Head of Community Services
Stephen Clarke	Head of Housing Services
Adrian Arnold	Acting Head of Planning Services
Nigel Kennedy	Head of Financial Services/Section 151 Officer
Ian Wright	Head of Regulatory Services & Community Safety

KEY DECISIONS DELEGATED TO OFFICERS

ITEM 1: ID: I020962	APPROVAL TO DELEGATE AWARD - FIRE SAFETY MONITORING CONTRACT
<p>The Fire Safety Systems Repair and Maintenance contract ensures the statutory inspections and required remedial work are carried out to our fire safety systems such as; fire extinguishers, sprinklers, fire detectors and emergency lighting</p> <p>This contract has been in place for 5 years and is coming to the end of its extension period which terminates on 1 June 2019</p> <p>In order to maintain legislative compliance regarding fire safety systems the contract is currently being re-tendered. As the contract sum will be above £500,000 Officers will use delegated powers to award this contract.</p>	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Decision Taker	Officer Executive Decisions Before 31 Dec 2019
Executive Lead Member	Affordable Housing
Lead Officer	Assistant Chief Executive
Report Contact	Jonathan Gould, Capital Investment Programme Manager jgould@oxford.gov.uk, Claire Bateman, Health and Safety Manager cbateman@oxford.gov.uk

ITEM 2: ID: I021125	PROJECT APPROVAL FOR THE ACQUISITION OF PROPERTIES INTO THE HOUSING REVENUE ACCOUNT
<p>Delegated authority to Assistant Chief Executive, in consultation with Head of Finance, to approve property purchases for this project and to enter into agreement on the basis that in the opinion of the Head of Finance this continues to represent best value.</p>	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Decision Taker	Officer Executive Decisions Before 30 Dec 2019
Executive Lead Member	Affordable Housing
Lead Officer	Assistant Chief Executive
Report Contact	Stephen Clarke, Head of Housing Services / Director Housing Companies Tel: 01865 252447 sclarke@oxford.gov.uk

ITEM 3: ID: I021448	PROJECT APPROVAL AND DELEGATED AUTHORITY FOR SPEND FOR THE DEVELOPMENT OF A HOMELESS SHELTER AND ASSESSMENT HUB
<p>This decision was delegated to officers under section 19.21(d) of the constitution (version May 2019) which indicated 'total contract value is over £500,000 but less than £1,000,000 where the Council is the buyer. The Head of Financial Services or an Executive Director may accept the most economically advantageous tender, so long as:</p> <ul style="list-style-type: none"> • There is budget provision in the Council's capital or revenue budget • Project approval has been obtained • Any key decisions have been included in the forward plan • Any organisation the Council is acting as agent for agrees • The Head of Financial Services, The Monitoring Officer, the Chief Executive and the relevant Cabinet Member have been consulted. 	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Decision Taker	Assistant Chief Executive Before 30 Dec 2019

Executive Lead Member	Deputy Leader (Statutory) - Leisure and Housing
Lead Officer	Assistant Chief Executive
Report Contact	Stephen Clarke, Head of Housing Services / Director Housing Companies Tel: 01865 252447 sclarke@oxford.gov.uk

ITEM 4: ID: I021770	TOWER BLOCK REFURBISHMENT
Delegated authority to the Chief Executive to agree the terms of the final account with Fortem for tower block refurbishment.	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Decision Taker	Officer Executive Decisions Before 31 Dec 2019
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Chief Executive
Report Contact	Stephen Clarke, Head of Housing Services / Director Housing Companies Tel: 01865 252447 sclarke@oxford.gov.uk

ITEM 5: ID: I022193	EAST OXFORD COMMUNITY CENTRE
Delegated authority to the Executive Director Customer and Communities, acting in conjunction with the Heads of Law & Governance and Financial Services, and in conjunction with the Portfolio Holders for Supporting Local Communities and Finance & Asset Management, to enter into all necessary and appropriate contracts and to take any required steps to secure the development of the East Oxford Community Centre and associated housing.	
Key Decision	Yes
Decision Taker	Officer Executive Decisions Before 31 Dec 2019
Executive Lead Member	Supporting Local Communities, Councillor Ed Turner
Lead Officer	Interim Executive Director (Communities & Customers)
Report Contact	Hagan Lewisman, Active Communities Manager Tel: 01865 252706 hlewisman@oxford.gov.uk

ITEM 6: ID: I020899	PROPOSAL TO MOVE CAR PARKING DECKING FROM OXPENS CAR PARK TO REDBRIDGE PARK AND RIDE
Delegation to Chief Executive, in consultation with the Section 151 Officer and Monitoring Officer, to enter into all appropriate contracts to implement the recommended option of moving the decking to the Redbridge Park and Ride site.	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Decision Taker	Officer Executive Decisions Before 31 Dec 2019
Executive Lead Member	
Lead Officer	Chief Executive
Report Contact	Tim Sadler, Transition Director / Chairman Direct Services Companies Tel: 01865 252101 tsadler@oxford.gov.uk

REPORTS TO CABINET AND COUNCIL

CABINET: 07 AUGUST 2019 - CANCELLED

CABINET: 11 SEPTEMBER 2019

ITEM 7: ID: I021150	MONITORING THE COMMUNITY GRANTS PROGRAMME - REPORT FOR 2018/19 Report Status: Provisional: Decision reliant on another action or process
To inform members of the monitoring findings of the 2018/19 grants programme	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 11 Sep 2019
Executive Lead Member	Supporting Local Communities
Lead Officer	Head of Community Services
Report Contact	Carolyne Newall, Diversity & Inclusion Manager cnewall@oxford.gov.uk

ITEM 8: ID: I021385	JOINT MUNICIPAL WASTE PLAN Report Status: Confirmed for this meeting
This report seeks to agree the Oxfordshire-wide Joint Municipal Waste Strategy for collection authorities, e.g. Oxford City Council via Oxford Direct Services, and disposal authority Oxfordshire County Council.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 11 Sep 2019
Executive Lead Member	Zero Carbon Oxford
Lead Officer	Transition Director
Report Contact	Maria Warner, Recycling Team Leader. Maria.Warner@oxfordds.co.uk

ITEM 9: ID: I021699	TREASURY MANAGEMENT STRATEGY: ANNUAL REPORT AND PERFORMANCE 2018/19 Report Status: Provisional: Decision reliant on another action or process
The report sets out the Council's Treasury Management activity and performance for the financial year 2018/2019	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 11 Sep 2019
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Housing Services, Head of Financial Services
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

ITEM 10: ID: I022249	COUNCIL TAX REDUCTION SCHEME 2020/21 Report Status: Provisional: Awaiting further information, advice or input.
To agree proposals for the 2020/21 scheme which will then be subject to public consultation	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -
Preceded by consultation	Consultation will be carried out using the Council's online consultation system, and also making use of paper questionnaires. The consultation will be promoted by the Council's communications team.
Decision Taker	Cabinet 11 Sep 2019 Council 25 Nov 2019 Cabinet 22 Jan 2020
Executive Lead Member	Supporting Local Communities
Lead Officer	Head of Financial Services
Report Contact	Tanya Bandekar, Service Manager Revenue & Benefits Tel: 01865 252281 tbandekar@oxford.gov.uk

CABINET 03 OCTOBER

ITEM 11: ID: I022357	COMMISSIONING OF SERVICES AT FLOYDS ROW Report Status: Confirmed for this meeting
Report outlining the short and longer term plans for the commissioning of services for rough sleepers and single homeless people at Floyds Row and seeking approval to commission the services in the first instance via short term contracting arrangements.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 3 Oct 2019
Executive Lead Member	Deputy Leader (Statutory) - Leisure and Housing
Lead Officer	Head of Housing Services
Report Contact	Rachel Lawrence, Rough Sleeping and Single Homelessness Manager Tel: 01865529117 rlawrence@oxford.gov.uk

ITEM 12: ID: I022658	OXFORD STADIUM Report Status: Confirmed for this meeting
To put in place a mechanism for the City Council to assist in bringing forward the Local Plan proposals for Oxford Stadium if the policy approach to retain the stadium is supported by the Planning Inspector examining the Oxford Local Plan 2036.	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 3 Oct 2019
Executive Lead Member	Planning and Sustainable Transport
Lead Officer	Executive Director (Development)
Report Contact	Carolyn Ploszynski, Planning Policy and Place Manager CPLOSZYNSKI@oxford.gov.uk

COUNCIL: 07 OCTOBER

ITEM 13: ID: I020684	COMMUNITY GOVERNANCE REVIEW - HEADINGTON NEIGHBOURHOOD PLAN REFERENDUM AREA Report Status: Provisional: Decision reliant on another action or process
October 2019 - Report to Council on consultation outcomes and recommendation.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -
Preceded by consultation	The consultation will be carried out in accordance with DCLG guidance, although it is largely a matter for the Council to decide.
Decision Taker	Council 7 Oct 2019
Executive Lead Member	Leader, Economic Development and Partnerships
Lead Officer	Head of Law and Governance
Report Contact	Martin John, Electoral Services Manager Tel: 01865 252518 mjohn@oxford.gov.uk

ITEM 14: ID: I022058	APPOINTMENT OF INDEPENDENT PERSONS 2019 Report Status:
<p>The Localism Act 2011 requires Oxford City Council to appoint one or more Independent Persons to assist the Monitoring Officer in dealing with complaints about councillors' standards of behaviour and alleged breaches of the Members' Code of Conduct.</p> <p>In addition, The Local Authorities Regulations 2015 require the Council to invite relevant Independent Persons to join the Investigation and Disciplinary Committee to consider evidence and provide advice on the course of action to follow whenever there is the prospect of dismissal of a statutory officer of the Council (these are the Chief Executive, Chief Finance Officer and Monitoring Officer).</p> <p>Council will be asked to approve the appointment of up to four Independent Persons for a period of five years to July 2024.</p>	
Key Decision	Not Key
Item open to the public or exempt	-
Preceded by consultation	
Decision Taker	Council 7 Oct 2019
Lead Member	Councillor Shaista Aziz, Representation in the Workforce Champion
Lead Officer	Head of Law and Governance
Report Contact	Catherine Phythian, Committee Services Officer Tel: 01865252402 cphythian@oxford.gov.uk

ITEM 15: ID: I022538	OUTSIDE ORGANISATION REPORT - OXFORDSHIRE ENVIRONMENT PARTNERSHIP Report Status:
To consider a report for information about the work of the Oxfordshire Environment Partnership.	
Key Decision	Yes
Item open to the public or exempt	-
Preceded by consultation	
Decision Taker	Council 7 Oct 2019
Executive Lead Member	Zero Carbon Oxford

Lead Officer	
Report Contact	Jo Colwell, Service Manager Environmental Sustainability Tel: 01865 252188 jcolwell@oxford.gov.uk

CABINET: 09 OCTOBER 2019

ITEM 16: ID: I021771	INTEGRATED PERFORMANCE REPORT FOR QUARTER 1 2019/20 Report Status: Provisional: Decision reliant on another action or process
Financial and Performance data for Q1 2019/20	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Oct 2019
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

ITEM 17: ID: I021568	MODERNISING LEISURE CONCESSIONS Report Status: Provisional: Decision reliant on another action or process
With the introduction of Universal Credit it is timely to review concessions to make sure they are effectively targeted to meet the council's strategic objectives.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	City Executive Board (became Cabinet on 13 May 2019) 9 Oct 2019
Executive Lead Member	Deputy Leader (Statutory) - Leisure and Housing
Lead Officer	Interim Executive Director (Communities & Customers)
Report Contact	Ian Brooke, Head of Community Services Tel: 01865 252705 ibrooke@oxford.gov.uk

ITEM 18: ID: I021449	APPROVAL TO DISPOSE OF HRA LAND FOR HOUSING Report Status: Provisional: Awaiting further information, advice or input.
To seek approval to dispose of land at less than market value for the provision of three units of affordable housing on an abandoned garage site.	
Key Decision	Not Key
Item open to the public or exempt	Partially exempt
Preceded by consultation	
Decision Taker	Cabinet 9 Oct 2019
Executive Lead Member	Affordable Housing
Lead Officer	Head of Housing Services
Report Contact	Dave Scholes, Housing Strategy & Needs Manager (Affordable Housing Supply Lead) Tel: 01865 252636 dscholes@oxford.gov.uk

ITEM 19: ID: I019467	OXPENS LANE REDEVELOPMENT UPDATE Report Status: Confirmed for this meeting
The report is an update position on the redevelopment of the Oxpens Lane key City Centre site; the required delivery structure to take the project forward and the procurement of a preferred development partner. The City Council has formed a joint venture company, OxWED, with Nuffield College to progress the delivery of this scheme	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Oct 2019
Executive Lead Member	Leader, Economic Development and Partnerships
Lead Officer	Chief Executive
Report Contact	Tom Bridgman, Executive Director (Development) tbridgman@oxford.gov.uk

ITEM 20: ID: I020879	WOLVERCOTE NEIGHBOURHOOD PLAN Report Status: Provisional: Decision reliant on another action or process
Report to Cabinet to endorse the Examiner's modifications to the Wolvercote Neighbourhood Plan, following the Examination, and to move to a Referendum	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	Consultation on the Plan already taken place
Decision Taker	Cabinet 9 Oct 2019
Executive Lead Member	Planning and Sustainable Transport
Lead Officer	Acting Head of Planning Services
Report Contact	Keerpa Patel, Senior Planner Kpatel@oxford.gov.uk

ITEM 21: ID: I022562	LETTING OF 24-26 GEORGE STREET Report Status: Provisional: Decision reliant on another action or process
Terms have been agreed for a new lease at 24-26 George Street, Oxford, the rent is over the officer delegated threshold of £125,000 so approval is sought to progress this transaction	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Oct 2019
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Julia Castle, Senior Lettings & Disposal Surveyor jcastle@oxford.gov.uk

ITEM 22: ID: I022692	OXFORD SPORTS PARK - ASSIGNMENT OF LEASE Report Status: Provisional: Decision reliant on another action or process
The Council is looking to assign the lease that is currently in place with Fusion Lifestyle for the operation and management of the sports park to Oxford United FC. This will help improve sport and community outcomes for the wider community. It will be on broadly similar terms and there will be a community use agreement put in place to help protect and develop community sport use.	
Key Decision	Yes It is significant in terms of its effect on

	communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 9 Oct 2019
Executive Lead Member	Deputy Leader (Statutory) - Leisure and Housing
Lead Officer	Head of Community Services
Report Contact	Hagan Lewisman, Active Communities Manager Tel: 01865 252706 hlewisman@oxford.gov.uk

CABINET : 13 NOVEMBER 2019

ITEM 23: ID: I022099	INNOVATIVE PROPERTY BASED INVESTMENT STRUCTURE TO RELEASE FUNDS FOR PROPERTY INVESTMENT Report Status: Provisional: Awaiting further information, advice or input.
To seek authority to proceed with the identified strategy contained within the confidential report.	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Item open to the public or exempt	Partially exempt.
Preceded by consultation	
Decision Taker	Cabinet 13 Nov 2019
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Executive Director (Development)
Report Contact	Nick Twigg, Major Projects & Development Manager Tel: 01865 25 2294 ntwigg@oxford.gov.uk

ITEM 24: ID: I022333	ANNUAL WORKPLACE EQUALITY REPORT & GENDER PAY GAP REPORT Report Status: Provisional: Decision reliant on another action or process
A legal requirement to publish equality performance data relating to the demographics of the workforce and information about the gender pay gap	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 13 Nov 2019
Executive Lead Member	Safer Communities and Customer Focused Services
Lead Officer	Head of Business Improvement
Report Contact	Paul Adams, HR & Payroll Manager padams@oxford.gov.uk

ITEM 25: ID: I022356	BLACKBIRD LEYS DEVELOPMENT PROJECT DETAILED DESIGN Report Status: Confirmed for this meeting
To provide an update on the Blackbird Leys Development Project and seek approval to proceed to the detailed design phase.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 13 Nov 2019

Executive Lead Member	Affordable Housing
Lead Officer	Executive Director (Development)
Report Contact	Paul Walker, Interim Projects Director, Regeneration Team pwalker2@oxford.gov.uk

ITEM 26: ID: I022531	SINGLE DEPOT FOR OXFORD DIRECT SERVICES AT REDBRIDGE Report Status: Provisional: Decision needs further consideration or information
To seek project approval to commence work on the single depot proposition for oxford Direct Services at Redbridge	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Item open to the public or exempt	Open -
Preceded by consultation	Will form part of planning process
Decision Taker	Cabinet 13 Nov 2019
Executive Lead Member	Planning and Sustainable Transport
Lead Officer	Executive Director (Development)
Report Contact	Tim Sadler, Transition Director / Chairman Direct Services Companies Tel: 01865 252101 tsadler@oxford.gov.uk

ITEM 27: ID: I022533	DRAFT CORPORATE STRATEGY 20-24 - FOR CONSULTATION Report Status: Provisional: Decision reliant on another action or process
Approval to consult externally on draft new Corporate Strategy to replace current Corporate Plan 16-20	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -
Preceded by consultation	Will go out for consultation alongside MTFP over winter 2019/2020. Revised document will go back to Cabinet in February 2020.
Decision Taker	Cabinet 13 Nov 2019
Executive Lead Member	Leader, Economic Development and Partnerships
Lead Officer	Assistant Chief Executive
Report Contact	Shelley Ghazi, Policy and Partnerships Officer Tel: 01865 529760 sghazi@oxford.gov.uk

ITEM 28: ID: I022694	BULLINGDON COMMUNITY CENTRE - PROJECT APPROVAL AND AWARD OF CONTRACT Report Status: Provisional: Awaiting further information, advice or input.
To seek project approval for the new build replacement of the existing Bullingdon Community Centre that is in poor condition and beyond its lifespan.	
The report also seeks approval for delegated authority for the Executive Director Communities in consultation with the Head of Finance to award the construction contract subject to it being within approved budgets.	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Item open to the public or exempt	Open -

Preceded by consultation	
Decision Taker	Cabinet 13 Nov 2019
Executive Lead Member	Supporting Local Communities
Lead Officer	Head of Community Services
Report Contact	Hagan Lewisman, Active Communities Manager Tel: 01865 252706 hlewisman@oxford.gov.uk

COUNCIL: 25 NOVEMBER

ITEM 29: ID: I022537	COUNCIL AND COMMITTEE MEETINGS PROGRAMME MAY 2020 - MAY 2022 Report Status:
To agree the programme of Council and Committee meetings from Annual Council in May 2020 to Annual Council in May 2021 To agree an indicative programme from Annual Council in May 2021 to June 2022	
Key Decision	Yes
Item open to the public or exempt	-
Preceded by consultation	
Decision Taker	Council 25 Nov 2019
Executive Lead Member	Deputy Leader (Statutory) - Leisure and Housing
Lead Officer	Head of Law and Governance
Report Contact	Andrew Brown, Committee and Member Services Manager Tel: 01865 252230 abrown2@oxford.gov.uk

ITEM 30: ID: I022364	CONSTITUTION ANNUAL REVIEW 2019 Report Status:
Council will be recommended to amend the Constitution to reflect changes in regulations and governance practices.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Council 25 Nov 2019
Executive Lead Member	Councillor Nigel Chapman
Lead Officer	
Report Contact	Anita Bradley, Monitoring Officer Tel: 01865 259107 ajbradley@oxford.gov.uk

CABINET: 11 DECEMBER 2019

ITEM 31: 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.	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Item open to the public or exempt	Open -
Preceded by consultation	Public Consultation
Decision Taker	Cabinet 11 Dec 2019
Executive Lead Member	Supporting Local Communities
Lead Officer	Interim Executive Director (Communities & Customers)
Report Contact	Hagan Lewisman, Active Communities Manager Tel: 01865 252706 hlewisman@oxford.gov.uk

ITEM 32: ID: I022287	CONSULTATION BUDGET 2020-21 AND MEDIUM TERM FINANCIAL PLAN 2021-22 TO 2023-24 Report Status: Confirmed for this meeting
Draft Consultation Budget 2020-21 and Medium Term Financial Plan 2021-22 to 2023-24	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 11 Dec 2019
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

ITEM 33: ID: I020878	ANNUAL MONITORING REPORT 2018/19 Report Status: Confirmed for this meeting
The AMR report is a statutory requirement providing information as to the extent to which the policies set out in the Local Plan are being achieved and the implementation of the Local Development Scheme.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	City Executive Board (became Cabinet on 13 May 2019) 11 Dec 2019
Executive Lead Member	Planning and Sustainable Transport
Lead Officer	Acting Head of Planning Services
Report Contact	Amanda Ford, Planning Policy Team Leader aford@oxford.gov.uk

ITEM 34: ID: I021433	ENERGY & WATER SUPPLY PROCUREMENT 2020 – 2024 Report Status: Provisional: Decision needs further consideration or information
To seek approval for the approach to the procurement of the Council's energy and water for the period 1 October 2020 to 30 September 2024	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	City Executive Board (became Cabinet on 13 May 2019) 11 Dec 2019
Executive Lead Member	Zero Carbon Oxford
Lead Officer	Transition Director
Report Contact	Paul Spencer, Energy & Carbon Manager Tel: 01865 252238 pspencer@oxford.gov.uk

ITEM 35: ID: I021772	INTEGRATED PERFORMANCE REPORT FOR QUARTER 2 2019/20 Report Status: Provisional: Decision reliant on another action or process
Financial and Performance data for Q2 2019/20	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 5 Sep 2019
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

CABINET : 22 JANUARY 2020

ITEM 36: ID: I021700	TREASURY MID-YEAR REPORT 2019/20 Report Status: Confirmed for this meeting
To report on the performance of the Treasury Management function for the 6 months to 30th September 2019	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 22 Jan 2020
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

ITEM 37: ID: I022534	OXFORD CITY COUNCIL BUSINESS PLAN 2020-21 Report Status: Provisional: Awaiting further information, advice or input.
1 year business plan setting out outcomes for the 20-21 financial year. This document will expand on the ambitions set out in Corporate Strategy 20-24	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -
Preceded by consultation	Not required to consult on.
Decision Taker	Cabinet 22 Jan 2020
Executive Lead Member	Councillor Susan Brown
Lead Officer	Assistant Chief Executive
Report Contact	Shelley Ghazi, Policy and Partnerships Officer Tel: 01865 529760 sghazi@oxford.gov.uk

CABINET: 12 FEBRUARY 2020

ITEM 38: ID: I022288	BUDGET 2020-21 AND MEDIUM TERM FINANCIAL PLAN 2021-22 TO 2023-24 Report Status: Confirmed for this meeting
Budget 2020-21 and Medium Term Financial Plan 2021-22 to 2023-24	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 12 Feb 2020
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

ITEM 39: ID: I021702	CAPITAL STRATEGY 2020/21 – 2024/25 Report Status: Provisional: Decision reliant on another action or process
To present the Capital Strategy for approval	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	City Executive Board (became Cabinet on 13 May 2019) 12 Feb 2020
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

ITEM 40: ID: I021701	TREASURY MANAGEMENT STRATEGY 2020/21 Report Status: Provisional: Decision reliant on another action or process
To present the Council's Treasury Management Strategy for 2020/21 together with the Prudential Indicators for 2020/21 to 2023/24	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	City Executive Board (became Cabinet on 13 May 2019) 12 Feb 2020
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Bill Lewis, Financial Accounting Manager Tel: 01865 252607 blewis@oxford.gov.uk

ITEM 41: ID: I022535	CORPORATE STRATEGY 20-24 - FINAL DRAFT FOR APPROVAL Report Status: Provisional: Awaiting further information, advice or input.
Following external consultation this is submission of a final draft for approval	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -

Preceded by consultation	
Decision Taker	Cabinet 12 Feb 2020
Executive Lead Member	Leader, Economic Development and Partnerships
Lead Officer	Assistant Chief Executive
Report Contact	Shelley Ghazi, Policy and Partnerships Officer Tel: 01865 529760 sghazi@oxford.gov.uk

COUNCIL 13 FEBRUARY

COUNCIL 24 FEBRUARY - IF REQUIRED

CABINET: 11 MARCH 2020

ITEM 42: ID: I021773	INTEGRATED PERFORMANCE REPORT FOR QUARTER 3 2019/20 Report Status: Provisional: Decision reliant on another action or process
Financial and Performance data for Q3 2019/20	
Key Decision	Yes It is likely to result in the Council incurring expenditure which is greater than £500,000
Item open to the public or exempt	Open -
Preceded by consultation	
Decision Taker	Cabinet 11 Mar 2020
Executive Lead Member	Deputy Leader - Finance and Asset Management
Lead Officer	Head of Financial Services
Report Contact	Anna Winship, Management Accountancy Manager Tel: 01865 252517 awinship@oxford.gov.uk

COUNCIL 30 MARCH

ITEM 43: ID: I022334	PAY POLICY STATEMENT Report Status: Provisional: Decision reliant on another action or process
Annual review of the pay policy statement The current policy statement came into effect on 1st April 2019, superseding the 2017/18 statement and will continue to be reviewed on an annual basis.	
Key Decision	Not Key
Item open to the public or exempt	Open -
Preceded by consultation	Consultation with Unite & Unison
Decision Taker	Council 30 Mar 2020
Executive Lead Member	Safer Communities and Customer Focused Services
Lead Officer	Head of Business Improvement
Report Contact	Paul Adams, HR & Payroll Manager padams@oxford.gov.uk

CABINET 15 APRIL

ITEM 44: ID: I022312	ECONOMIC AND CITY CENTRE STRATEGIES Report Status: Provisional: Awaiting further information, advice or input.
New city-level and city centre strategies and actions are being developed from Sept 2019 to May 2019 with focus on triple bottom line actions: economic growth, social/equity, and environment.	
Key Decision	Yes It is significant in terms of its effect on communities living or working in an area comprising two or more wards
Item open to the public or exempt	Open -
Preceded by consultation	Draft strategies will work through multiple steps of consultation such as Economic Growth Steering Board, OSP, City Centre Task Force, etc as well as the Cabinet review. This will likely happen in April 2020.
Decision Taker	Cabinet 15 Apr 2020
Executive Lead Member	Leader, Economic Development and Partnerships
Lead Officer	Executive Director (Development)
Report Contact	Matthew Peachey, Economic Development Manager Tel: 01865 252021 mpeachey@oxford.gov.uk, Dan Hodge, Principal Regeneration & Economic Development Officer dhodge@oxford.gov.uk